WHITE BEAR TOWNSHIP

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AGENDA
ORGANIZATIONAL & REGULAR
TOWN BOARD MEETING
JANUARY 7, 2019

1. **7:00 p.m.** Call to Order at Heritage Hall, 4200 Otter Lake Road.

2. Approval of Agenda (Additions/Deletions).
3. Approval of Payment of Bills.
4. Approval of Minutes of December 17, 2018 (Additions/Deletions).

5. **Oath of Office** – Steven A. Ruzek, Scott McCune.

6. **Organizational Meeting:**

   2019 Appointments, Etc.

   A. **Town Board Appointments:**
      Chair/Vice Chair
      Clerk-Treasurer
      Finance Officer/Deputy Treasurer
   B. **Township Officials:**
      Building Official/Code Enforcement/Compliance Official
      Hearing Officer
      Economic Development Coordinator
      Public Works Director
      Town Planner
      Fire Marshall/Fire Chief
      Assistant Weed & Tree Inspectors
   C. **Advisory Commission Liaisons.**
   D. **Representatives to Organizations.**

White Bear Township's
Mission:

To provide White Bear Township residents, businesses and visitors with reliable, high quality municipal services while serving as open and responsible stewards of the public trust.

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E. **Professional Services Appointments:**
Town Attorney
Town Engineer
Town Auditor
Financial & Bonding Advisors
Environmental Consultants
Animal Control Officer
Electrical Inspector
Recording Secretary
Cable Technician
Town Arborist
Town Veterinarians

F. **Roberts Rules of Order** – Adopt as Rules of Conduct for Meetings

G. **Official Posting Places** – Designate Official Posting Places

H. **Official Newspaper** – Designate Official Newspaper

I. **Establish Meeting Dates** – Town Board / Ratify EDA Meeting Dates

J. **Advisory Boards / Commission Members / Service Providers** – Recognize Service.

7. **Consent Agenda:**

A. **2019 Utility Connection Charge** – Approve Freezing Utility Connection Charge for 2019.

B. **Northeast Youth & Family Services** – Approve 2019 Agreement.

C. **2019 Fire Service Contract Addendum** – Approve 2019 Addendum.

D. **Special Town Board Meeting** - Call a Special Town Board Meeting for Monday, January 14, 2019 Beginning @ 4:00 p.m. at Lucy's Burger's, 1190 County Road J, #700 to Attend a Retirement Gathering.

E. **Special Town Board Meeting** – Call a Special Town Board Meeting for Tuesday, January 15, 2019 Beginning @ 6:00 p.m. at the White Bear Lake City Council Chambers to Attend a Lake Level Meeting.

F. **Speed Limit Sign Request** – Receive Roger Carlson's Request & Refer to Sheriff's Office for Review & Comment.

G. **Bank Depository Designation** – Based on Staff Review & Recommendation Designate Institutions Outlined in the Staff Memo & Adopt Resolution Designating Persons to Handle Township Bank Accounts.

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H. **Columbus Day** – Adopt Resolution Not Recognizing Columbus Day as a Holiday.
I. **Friday After Thanksgiving** – Adopt Resolution Recognizing the Friday After Thanksgiving as a Holiday.
J. **I-35E Corridor** – Adopt Resolution to Participate in the I-35E Corridor Management Team for 2019.

8. **Old Business:**

Public Works Director Item:

A. **Town Parks Trash & Recycling Receptacles** – Receive Quotes & Approve Purchase.

9. **Public Hearings:** None.

10. **New Business:**

Town Engineer Item:

A. **Pavement Management Plan** – Accept & Approve the Pavement Management Booklet.

General Business:

B. **Code Enforcement Officer** – Discussion.
C. **Coal Tar/PAH's** - Discussion.

11. **Added Agenda Items.**
12. **Open Time.**
13. **Receipt of Agenda Materials & Supplements.**
14. **Adjournment.**

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Organizational & Regular
Town Board Meeting
January 7, 2019

Agenda Number: **1 - 2 - 3 - 4**

Subject:

Call to Order – 7:00 p.m.
Heritage Hall, 4200 Otter Lake Road

Approval of January 7, 2019 Agenda

Approval of Payment of Bills

Approval of Minutes of December 17, 2019 Town Board Meeting

Documentation:

January 7, 2019 Agenda
December 17, 2019 Town Board Minutes

Action / Motion for Consideration:

Call meeting to order:	7:00 p.m.
Approval of Agenda:	January 7, 2019 (additions/deletions)
Approval of Payment of Bills	
Approval of Minutes:	December 17, 2019 Town Board Minutes

MINUTES
TOWN BOARD MEETING
DECEMBER 17, 2018

The meeting was called to order at 7:00 p.m.

Present: Supervisors: Kermes, Prudhon, Ruzek; Clerk-Treasurer: Christopherson; Attorney: Lemmons; Finance Officer, Kelly.

APPROVAL OF AGENDA (Additions/Deletions): Prudhon moved approval of the agenda with the following amendments: Add New Business Items: 9A) Accounting Clerk/Administrative Secretary Position – Approve Hiring of Karin Delauf; and 9B) Contractor Process. Ruzek seconded. Ayes all.

APPROVAL OF PAYMENT OF BILLS: Prudhon moved approval of payment of bills. Ruzek seconded. Ayes all.

APPROVAL OF MINUTES OF DECEMBER 3, 2018: Ruzek moved approval of the Minutes of December 3, 2018. Prudhon seconded. Ayes all.

CONSENT AGENDA: Ruzek moved approval of the Consent Agenda as follows: 5A1) Ratify the Park Board's Recommendation to Set the 2019 Township Day for the Second Saturday in September, (September 14, 2019); 5A2) Authorize Purchase of a Single Free Standing Kayak Rack for 3-6 Kayak's for use at Summit Lane noting that if the Summit Lane rack is popular and used, a Kayak for Bellaire Beach may be recommended; 5B) Call Public Hearing for Wednesday, January 23, 2019 at 7:00 p.m. to Consider Amendments to Section 3 & Section 8 of Ordinance No. 35 as it Relates to Vegetation Clearing; 5C) Call a Special Town Board Meeting for Friday, December 28, 2018 at 10:55 a.m. at the Township Administrative Offices; Call a Special Town Board Meeting for Tuesday, January 8, 2019 at 11:30 a.m. at the Township Public Works Building for a Holiday Gathering; 5D) Receive Construction Activity Report. Prudhon seconded. Ayes all.

OLD BUSINESS: There were no Old Business agenda items.

VACATION OF ROAD RIGHT-OF-WAY EASEMENT – CONSIDER VACATION OF A ROAD RIGHT-OF-WAY EASEMENT OVER PART OF LOT 7, BLOCK 1, WESTON WOODS OF WHITE BEAR TOWNSHIP: The Public Hearing was held at 7:05 p.m. Prudhon moved to waive the reading of Public Notice noting that proper publication was made. Ruzek seconded. Ayes all. Ruzek moved to open the Public Hearing. Prudhon seconded. Ayes all.

The Town Attorney reported that at the time that Weston Woods was developed a portion of the property was platted for the future and the plat that was done at the time which was Weston Woods of White Bear did not provide proper access to Lots 1 through 5 of Block 1. To solve the problem, the Town required, and the developer agreed, to provide an access easement over the south 50 feet abutting the dedicated right-of-way for Moon Lake Court. The subsequent platting of that property resulted in Moon Lake Court being dedicated to its proper width of 60 feet. As a result the 50 foot easement is no longer necessary. Original documentation indicates that the 50 foot easement should have been vacated at the time the plat was dedicated but the developer never moved for that and the easement granted the Township did not call for automatic termination. The developer now has plans for the area of

the southwest corner lying southerly of Moon Lake Court and has requested that the easement now be vacated. It is no longer necessary due to the subsequent dedication of proper right-of-way for Moon Lake Court. In response to a question, the Attorney stated that the Township was not obligated to vacate the easement. The developer should have brought up vacation earlier. Prudhon asked what happens to the easement when it is vacated. The Attorney explained that it reverts to the owner of the property lying along the southeasterly line of Moon Lake Court. Prudhon asked if it requires that drainage and utility easements be placed back on the easement. The Town Attorney stated that there is no requirement that he is aware of. He noted that the Planner stated that the Town has no need for it.

Ruzek moved to open the public comment portion of the Public Hearing. Prudhon seconded. Ayes all. There was no public comment. Prudhon moved to close the public comment portion of the Public Hearing. Ruzek seconded. Ayes all.

Prudhon moved to adopt Resolution Ordering Vacation of a Temporary Road Right-of-Way (access) Easement. Ruzek seconded. Ayes all.

WATER GREMLIN COMPANY, 4400 OTTER LAKE ROAD – REQUEST FOR PERMITTED USE STANDARDS PERMIT TO ALLOW AN ADDITION TO THE EQUIPMENT BUILDING: Ed Farr, Architect for the Water Gremlin project reviewed the site plan which shows the location of the small equipment shed. He stated that the shed is not visible from Otter Lake Road or Whitaker Street. The shed is 1,000 square feet in area and is not attached to the building. Access to the building requires walking outside to get to it. The equipment shed is solely for equipment that cleanses the solvent vapors that is used in the manufacture of the lead battery parts. Duct work comes from various part of the plant and vapors are filtered through a series of absorbers. The equipment has come to the end of its useful life and new equipment is on order. The new equipment is of the same size and magnitude to replace the old equipment. In haste to put the new equipment in the shed years ago the shed was built accidently too short. One of the pieces of equipment actually sticks through the roof right now and it leaks like a sieve. It is not a water tight structure but only a rough enclosure. With the new equipment the manufacturer stated that the equipment should be under roof. The equipment performs better that way. The plan is to raise the roof so that the piece of equipment that sticks out of the roof will be solely contained inside the building. No site improvements or expansion of the building is being proposed. They are literally raising the roof on the existing shed. Ed Farr reviewed the elevation of the shed noting that that the shed is 25' x 40' in size. The shed has steel siding. He indicated where the equipment sits in profile and where it will be going up. It is a stepped roof right now and at the highest point about 6' will be added. At the lowest point It will be 13' to get up to the equipment height. The main building on precast concrete is tall enough, and is as tall as this equipment shed, to screen the shed from the public. There will be no visible impact on the public. He identified photos of the steel shed structure and how it will look. It has a relatively flat roof. He identified a photo looking a third of a mile from the shed location. The area is forested and from the shed and there is no visible site line. Ed Farr referred to an expanded panoramic view standing on the existing roof of the main building looking east. The silver stack which is a piece of equipment sticking out the top of the roof of the shed will not be visible when the roof is raised. The exhaust vent that takes the air after it has been cleansed and puts it out into the atmosphere will be raised since it needs to be a certain number of feet

above the ground. In response to a question if this is a temporary solution, Ed Farr explained that it is not so much a temporary solution but with changing technology relative to use of a solvent based product is changing. The lead industry has been pushing to change the solvent based product to an organic based product which would not have to be cleansed, treated, and recycled. Water Gremlin Research and Development is working with the industry relative to organic products which can be used and which would allow the pollution control system to be removed from the process. Water Gremlin is hopeful that a change can happen in three years. They are not in control of the change but are pushing the industry for use of organic products. In response to a question he stated that they see no reason that the shed would have to be expanded if the process is changed, but rather the shed would be removed. In response to a question what happens to the byproducts of the solvent based cleaning system, Ed Farr stated that they are further recycled. In response to a question if there would be any noise associated with the new equipment, Ed Farr explained that all the noise would be contained within the shed and there would be nothing making noise outside.

Ruzek moved, based on Planning Commission and Staff review and recommendation to approve the Permitted Use Standards Permit for the Water Gremlin Company, 4400 Otter Lake Road to allow the addition to the equipment building, subject to items 1 through 27 of the Permitted Use Standards Permit Requirements. Prudhon seconded. Ayes all.

5685 PORTLAND – RECEIVE PLANNING COMMISSION RECOMMENDATION AND DIRECT NEXT STEP: The Planning Commission at its November 29, 2018, meeting, recommended that the Town go forward with the 8 parcel plan for the property at 5685 Portland Avenue. Ruzek stated that the Town Board and EDAB were leaning in the direction of the 8 single family plan and wanted the Planning Commission to review their thoughts and to provide their recommendation. The Planning Commission agrees with the 8 parcel plan as the best plan. Kermes noted that with the review and recommendation of the EDAB and Planning Commission the Town can proceed with marketing the property with the identified concept plan. The Town Attorney stated that with recommendation for the 8 family concept plan the next step would be to direct staff to proceed with preliminary plat preparation based on the concept plan to market the property. The Town Attorney noted that the preliminary plat would be reviewed by the Planning Commission, pursuant to subdivision ordinance, and then be presented to the Town Board for review and final approval. It would be treated as a standard subdivision.

Ruzek moved to receive the recommendation from the Planning Commission for an 8 single family plan for the property at 5685 Portland Avenue. Prudhon seconded. Ayes all.

Ruzek moved to direct Staff to proceed with a preliminary plat application based on an 8 single family plan for marketing. Prudhon seconded. Ayes.

TOWN PARKS TRASH & RECYCLING RECEPTACLES – RECEIVE QUOTES & APPROVE PURCHASE: The Clerk reported that Public Works would like to continue the phased replacement of damaged trash and recycling receptacles with new receptacles at the Township's 25 parks. The Town currently has a mix of exposed concrete aggregate, recycle plastic, and expanded metal trash and recycling receptacles. If the Township moves forward the new receptacles will be surface mounted to a concrete pad base. Public Works will pour

the base and mount the receptacles this coming spring/summer. Prudhon asked who empties the receptacles now and if the Town would move from a container to a dumpster if Republic could furnish the dumpster instead of the Town buying them. Ruzek noted that the contract with Republic would have to be looked at and if it is not in the contract it could be added.

Ruzek moved to refer the matter of Town parks trash and recycling receptacles to the Executive meeting to discuss with the Public Works Director for consideration and motion at a future Town Board Meeting. Prudhon seconded. Ayes all.

RESOLUTION ADOPTING THE AMOUNT TO BE RAISED BY PROPERTY TAXATION FOR THE YEAR 2019 – APPROVE: The Finance Officer reported that the budget and proposed tax levy were presented to residents on December 11, 2018 at the Annual Special Town Budget Meeting. At that meeting residents approved a 2019 property tax levy of $3,403,055.00. This levy will support the Town's 2019 operating budget. The levy is a 5.47% increase from the 2018 property tax levy and would give the Town the third lowest tax rate of all municipalities in Ramsey County at 21.681%. The amount to be raised by taxation in the year 2019 is as follows: 1) Property Tax at $3,123,761.00; 2) Fiscal Disparities at $279,294.00 for a total levy of $3,403,055.00. The Finance Officer noted that Town Board action is to approve the resolution adopting the 2019 property tax levy in the amount of $3,403,055.00.

Prudhon moved, based on Finance Officer's review and recommendation to adopt the Resolution Adopting the Amount to be Raised by Property Taxation for the Year 2019. Ruzek seconded. Ayes all.

2019-2028 CAPITAL IMPROVEMENT PLAN – APPROVE: The Finance Officer reported that as part of the 2019 budget process staff developed and revised its ten-year CIP and presented it to the Town Board at a previous Executive Meeting for review. Funding for emergency generators for the administrative and public works buildings was increased based on engineer comments. Other than that adjustment the CIP is the same as was reviewed previously. Projects/purchases listed for 2019 were included in the Town's 2019 budget. Projects/purchases in the years 2020 through 2028 are estimates by staff as to when they will be needed and can be adjusted in future CIPs. Projects/purchases included in the 2019 budget and CIP still must go through the Town's purchasing procedure and follow the Town's purchasing policy before contracts are awarded for work or purchases ordered. Prudhon asked if there is ability to move projects/purchases around if necessary. The Finance Officer stated that is possible but that 2019 is pretty well set but those purchases still need to come before the Board for approval. If something came up that is an emergency the Board can swap out one item for another and still remain within the confines of the CIP. Ruzek asked about items for 2018 that were budgeted in 2018 but not wholly completed and if they stayed in 2018. The Finance Officer stated that most of the items in the CIP are in other funds instead of the General Fund so any balances that are in there remain in there to be used. If a purchase or project is not done the money stays in the fund and is used for other projects or equipment.

Ruzek moved, based on Finance Officer's review and recommendation to approve the 2019-2028 Capital Improvement Plan for White Bear Township. Prudhon seconded. Ayes all.

2018 BUDGET – APPROVE: The Finance Officer noted that on December 11, 2018, a budget was presented to the residents in attendance and they made a recommendation that the Town adopt the 2019 budget in the amount of $4,231,356.00. This is a 4.5% increase over the 2018 budget. This budget provides that the Town maintain services as they are. Ruzek asked if the increase of 3.3% in Police and Animal Control is for law enforcement or animal control. The Finance Officer stated that the Sheriff's Office provides for animal control for the Town. The increase is mainly in the Sheriff's contract for police service. Ruzek asked about the Fire Contract increase. The Finance Officer noted that the fire department budget is going up substantially at just over 17.5%. The White Bear Lake Fire Department is hiring full time duty crew fire fighters for the day time. The Fire Department is having difficulty finding full time fire fighters for the day time which is causing delays in response time. In the past, the previous City Administrator was holding the budget fairly flat and now they are catching up with equipment purchases and other expenditures.

Prudhon moved, based on Finance Officer's review and recommendation to approve the 2019 budget for White Bear Township in the amount of $4,231,356.00. Ruzek seconded. Ayes all.

RESOLUTION APPROVING TRANSFER OF CERTAIN FUNDS FOR THE TOWN OF WHITE BEAR – APPROVE: The Finance Officer reported that each year the Town transfers money from one fund to another for various reasons. Some of the transfers are included in the 2018 budget and others are transferred at year's end. Normally there are some transfers where the excess fund balances and reserves are moved to other funds. This year all three of the transfers that are recommended were part of the 2018 budget. The transfers are as follows: 1) Transfer from the EDA Fund of $15,000.00 to the General Fund to help cover the costs of the Annual Township Day Festival. This was anticipated and will be paid from the Loan Payback Account of the EDA Fund, which was included in the 2018 budget; 2) Budgeted transfers for the TIF Districts share of the 2011C bond payments; and 3) Budget transfer of the General Fund's Road & Bridge Department's share of the 2018 seal coat project.

In the past the Town had transfers from the General Fund to other funds to meet the Town's fund balance policy of maintaining a fund balance of 45% of next year's operating budget for cash flow, and 5% for contingencies. While it appears 2018 revenues will exceed expenditures, due to the 2019 budget, the Town will have a year-end fund balance of 49% of 2019 operating budget which is below the 50% recommended so no additional funds will be transferred. In response to a question if maintaining a 50% threshold is a policy or a recommendation of the Town Board, the Finance Officer stated that it is based on fund balance policy. The policy is for 45% for working capital because tax settlements are only received in July and December so the December settlement is in reserves until the July settlement is received. The 5% is a contingency reserve for unexpected needs.

Prudhon moved, based on Finance Officer's review and recommendation to adopt the Resolution Approving Transfer of Certain Funds for the Town of White Bear. Ruzek seconded. Ayes all.

FUND BALANCE CLASSIFICATIONS – APPROVE: The Finance Officer reported that in compliance with Governmental Accounting Standards Board Statement 54: Fund Balance

Reporting and Governmental Fund Type Definitions as of December 31, 2018 the Town defines any restricted fund balances. This year the Town has five different fund balance restrictions. Within the General Fund Public Safety has an assigned balance of $596.30 which is money from false alarm fees which the Public Safety Commission used for Night to Unit and bike raffle. This year there not many false alarm fees collected and with the expenditures that fund balance has been reduced to $596.30. For the last few years there has been an assigned fund balance to do a compensation study in the amount of $5,000. In the Park Acquisition Fund there is $6,385.36 which was donated to do improvements at Rutherford Park. That is a restricted fund because of the way that the money was donated to the Township. The EDA has a non-spendable fund balance restriction for land held for resale. With the purchase of the Portland Avenue property that fund balance is $1,345,756.29. This is land that the EDA is holding with the intention that the EDA will eventually sell the land for development. In the Stormwater Utility Fund $250,000.00 has been set aside for future Stillwater Street drainage improvements. These are the restrictions being recommended for approval for 2018 as required by GASB. In response to a question regarding the definition of GASB the Finance Officer explained that it is the Governmental Accounting Standards Board which developed these classifications which must be done prior to year-end to have these restrictions placed on these fund balances. In response if these fund balances change every year, the Finance Officer stated that the Public Safety Fund changes because fewer fees were collected for false alarms. The definitions have not changes.

Ruzek moved, based on Finance Officer's review and recommendation to approve the Fund Balance Classifications as outlined in the Finance Officer's memo. Prudhon seconded. Ayes all.

APPLEBEE'S – APPROVE RENEWAL OF THE 2019 ON-SALE & SUNDAY LIQUOR LICENSE FOR APPLEBEE'S GRILL & BAR, 1018 MEADOWLANDS DRIVE: The Town Attorney reported that Apple Minnesota, LLC (Applebee's) has submitted their completed Liquor License Renewal Information along with the 2019 license fee in the amount of $3,000. In accordance with Ordinance No. 32 (Liquor), the background check information on the manager from the Ramsey County sheriff's Office has been received and it is the same person as in previous years and all is clear. Applebee's has provided a Food to Liquor Sale Ratio.

Ruzek moved, based on staff review and recommendation to approve the renewal of the 2019 On-Sale & Sunday Liquor License for Apple Minnesota, LLC (Applebee's Neighborhood Grill & Bar), 1018 Meadowlands Drive, White Bear Township, Minnesota 55127, for the period of January 1, 2019 through December 31, 2019; to authorize signature of the license by the Town Clerk; and to authorize staff to forward the liquor license renewal information to the State Alcohol & Gambling Enforcement Division for filing. Prudhon seconded. Ayes all.

ZEN ASIA – APPROVE RENEWAL OF THE 2019 ON-SALE & SUNDAY LIQUOR LICENSE FOR ZEN ASIA, 1011 MEADOWLANDS DRIVE, SUITE 8: Zen Asia has submitted their Liquor License Renewal information along with the 2019 license fee in the amount of $3,000. In accordance with Ordinance No. 32 (Liquor), the background check information on the manager from the Ramsey County Sheriff's Office has not yet been received. The manager is the same as in previous years when background checks were clear. Zen Asia has provided the

Food to Liquor Sales Ratio information. No information has been received from the insurance agent relative to Certificate of Insurance. It was the consensus to continue this matter to the Special Town Board Meeting scheduled for Friday, December 28, 2018, at 10:55 a.m. to allow for receipt of Certificate of Insurance.

Ruzek moved to continue renewal of 2019 liquor license to Zen Asia to the Special Town Board Meeting of December 28, 2018, at 10:55 a.m. to allow for receipt of Certificate of Insurance. Prudhon seconded. Ayes all.

CUB FOODS – APPROVE RENEWAL OF THE 2019 OFF-SALE & 3.2% LIQUOR LICENSE FOR KOWALSKI COMPANIES, INC. D/B/A CUB FOODS OF WHITE BEAR, 1059 MEADOWLANDS DRIVE: Cub Foods has submitted their completed liquor license renewal information along with the 2019 license fees for the off-sale of hard liquor and off-sale of 3.2% inside their store. In accordance with Ordinance No. 32 (Liquor), the background check on the manager has not been received as yet from the Ramsey County Sheriff's Office, but the manager is the same person as in previous years when background checks have been clear.

Ruzek moved, based on staff review and recommendation, to approve the renewal of the 2019 Off-Sale Liquor License and 3.2% Liquor License for Kowalski Companies d/b/a/ Cub Foods, 1059 Meadowlands Drive, White Bear Township, Minnesota 55127, for the period of January 1, 2019 through December 31, 2019; to authorize signature of the license by the Town Clerk; and to authorize staff to forward the liquor license renewal information to the State Alcohol & Gambling Enforcement Division for filing. Prudhon seconded. Ayes all.

BALD EAGLE LIQUOR – APPROVE RENEWAL OF THE 2019 OFF-SALE LIQUOR LICENSE FOR BALD EAGLE LIQUOR, 5960 HIGHWAY 61: Bald Eagle Investments, LLC d/b/a/ Bald Eagle Liquor has submitted their completed Liquor License Renewal information along with the 2019 license fee in the amount of $500.00. In accordance with Ordinance No. 32 (Liquor), the background check information on the owner from the Ramsey County Sheriff's Officer has not been received as yet, but the person is the same as in previous years which have been clear. Bald Eagle Investments stated that they are in the process of changing insurance companies starting January 1st. An email from Stein Insurance Agency, dated December 12, 2018, stated that they will be providing liquor liability coverage for Bald Eagle Liquor at 5960 Highway 61 north and will be meeting with them next week. They will send a Certificate of Insurance naming White Bear Township as additional insured as soon as coverage is bound. The Clerk reported that the Certificate of Insurance has been received but the document was not available for the meeting. It was the consensus to continue this matter to the Special Town Board Meeting on Friday, December 28, 2018, at 10:55 a.m.

Ruzek moved to continue the 2019 Off-Sale Liquor License for Bald Eagle Liquor, 5960 Highway 61 north, White Bear Township to the Special Town Board Meeting on Friday, December 28, 2018 at 10:55 a.m. at the Town Administrative Office. Prudhon seconded. Ayes all.

ORCHID RESTAURANT & BAR – APPROVE RENEWAL OF THE 2019 ON-SALE & SUNDAY LIQUOR LICENSE FOR ORCHID RESTAURANT & BAR, 1190 COUNTY ROAD J,

SUITE 100: Orchid Restaurant & Bar has submitted their completed Liquor License Renewal information along with the 2019 license fee in the amount of $3,000. In accordance with Ordinance No. 32 (Liquor) a background check from the Ramsey County Sheriff's Office has not yet been received however the manager is the same as in previous years which was previously clear. Orchid has provided the Food to Liquor ratio information and a Certificate of Insurance has been received.

Ruzek moved, based on staff review and recommendation to approve the renewal of the 2019 On-Sale & Sunday Liquor License for Orchid Restaurant & Bar, 1190 County Road J, Suite 100, White Bear Township, Minnesota 55127, for the period of January 1, 2019 through December 31, 2019; to authorize signature of the license by the Town Clerk; and to authorize staff to forward the liquor license renewal information to the State Alcohol & Gambling Enforcement Division for filing. Prudhon seconded. Ayes all.

LUCY'S BURGERS LLC – APPROVE RENEWAL OF THE 2019 ON-SALE & SUNDAY LIQUOR LICENSE FOR LUCY'S BURGERS LLC, 1190 COUNTY ROAD J, SUITE 600: Lucy's Burgers, LLC has submitted their completed Liquor License Renewal information along with the 2019 license fee in the amount of $3,000. In accordance with Ordinance No. 32 (Liquor) the background check information on the manager from the Ramsey County Sheriff's Office has not been receive as yet however, it is the same person as last year which was clear. A Food to Liquor Sale Ratio has been provided and a Certificate of Insurance has been received.

Ruzek moved, based on staff review and recommendation to approve the renewal of the 2019 On-Sale & Sunday Liquor License for Lucy's Burgers, LLC, 1190 County Road J, Suite 700, White Bear Township, Minnesota 55127, for the period of January 1, 2019 through December 31, 2019; to authorize signature of the license by the Town Clerk; and to authorize staff to forward the liquor license information to the State Alcohol & Gambling Enforcement Division for filing. Prudhon seconded. Ayes all.

NORTHWOODS ENTERTAINMENT, LLC D/B/A EMAGINE THEATRES – APPROVE RENEWAL OF THE 2019 ON-SALE & SUNDAY LIQUOR LICENSE FOR NORTHWOODS ENTERTAINMENT, LLC, D/B/A EMAGINE THEATRES, 1180 COUNTY ROAD J: Northwoods Entertainment, LLC, d/b/a Emagine White Bear has submitted their completed Liquor License Renewal information along with the 2019 license fee in the amount of $3,000. In accordance with Ordinance No. 32 (Liquor) the background check information on the manager from the Ramsey County Sheriff's Office has been received and all is clear. Emagine has provided a Food to Liquor Sale ratio and Certificate of Insurance naming the Township as additional insured has been received.

Ruzek moved, based on staff review and recommendation to approve the renewal of the 2019 On-Sale & Sunday Liquor License for Northwoods Entertainment, LLC d/b/a/ Emagine White Bear, 1180 County Road J, White Bear Township, Minnesota, 55127, for the period of January 1, 2019 through December 31, 2019; to authorize signature by the Town Clerk; and to authorize staff to forward the liquor license renewal information to the State Alcohol & Gambling Enforcement Division for filing. Prudhon seconded. Ayes all.

WHITE BEAR TOWNSHIP HOLIDAY – APPROVE 2019 TOBACCO LICENSE FOR WHITE BEAR TOWNSHIP HOLIDAY, 1150 COUNTY ROAD J: It was reported that the background checks have not been received from the following four Township businesses who have Tobacco Licenses: 1) White Bear Township Holiday, 1150 County Road J; 2) Cub Foods, 1059 Meadowlands Drive; 3) Holiday Stationstores, Inc., 5970 Highway 61; and 4) Bald Eagle Investments, 5960 Highway 61. Prudhon asked if there were any non-compliance tobacco charges against any of the four businesses. It was the consensus that approval of the Tobacco Licenses be continued to the Special Town Board Meeting on Friday, December 28, 2018 at 10:55 a.m. at the Town Administrative Offices.

Ruzek moved to continue the matter of White Bear Township Holiday, 1150 County Road J 2019 Tobacco License to the Special Town Board Meeting on Friday, December 28, 2018 at 10:55 a.m. at the Town Administrative Office. Prudhon seconded. Ayes all.

CUB FOODS – APPROVE 2019 TOBACCO LICENSE FOR CUB FOODS, 1059 MEADOWLANDS DRIVE: Ruzek moved to continue the matter of Cub Foods, 1059 Meadowlands Drive 2019 Tobacco License to the Special Town Board meeting on Friday, December 28, 2018 at 10:00 a.m. at the Town Administrative Office. Prudhon seconded. Ayes all.

HOLIDAY STATIONSTORES, INC. – APPROVE 2019 TOBACCO LICENSE FOR HOLIDAY STATIONSTORES, 5970 HIGHWAY 61: Ruzek moved to continue the matter of Holiday Stationstores, Inc. 2019 Tobacco License to the Special Town Board Meeting on Friday, December 28, 2018 at 10:00 a.m. at the Town Administrative Office. Prudhon seconded. Ayes all.

BALD EAGLE INVESTMENTS – APPROVE 2019 TOBACCO LICENSE FOR BALD EAGLE INVESTMENTS, 5960 HIGHWAY 61: Ruzek moved to continue the matter of Bald Eagle Investments, 5960 Highway 61 2019 Tobacco License to the Special Town Board Meeting on Friday, December 28, 2018 at 10:00 a.m. at the Town Administrative Office. Prudhon seconded. Ayes all.

VIDEOGRAPHER CONTRACT – APPROVE: The Clerk reported that the Town's current videographer has submitted a new contract for the Board's consideration. The new contract has been compared with the current contract and has been reviewed by staff and the Town Attorney and modifications recommended. Prudhon asked how the Town addresses a no-show of the videographer. The Town Attorney stated that in the contract approved by the Town if the videographer does not appear the Town has the right to terminate immediately. Lisa's response was to remove that language but the Attorney recommends that the language remain in the contract. Prudhon stated if there was proper notice it would allow time for the Town to make arrangements. The Town Attorney stated that the contract calls for the videographer to provide a replacement on her own. However it is also the responsibility of the Cable Commission as well. The Clerk referred to contract language in paragraph #6 that states: "The videographer shall notify the Town at least three business days in advance in event that the videographer is not available to film a meeting".

Prudhon moved, based on Town Attorney and Staff review and recommendation to approve the Agreement Between LS Pro (Lisa Senopole) and the Township of White Bear for Videographer Services for the period of January 1, 2019 through December 31, 2020. Ruzek seconded. Ayes all.

TOWN HALL LEASE AGREEMENT – APPROVE: The Clerk noted that the lease agreement was discussed at the EDA meeting held prior to this meeting. The EDA has approved the lease between the Town of White Bear and the White Bear Lake Area Historical Society for the period of January 1, 2019 through December 31, 2021 contingent upon addition of the following: "The Lessee shall reimburse the Lessor for that portion of the insurance premiums paid by the Lessor which represent insurance on the structure known as the Old Town Hall." The Town Attorney explained that it is the Town's responsibility to reconstruct or repair the property after fire or casualty damage. He stated that he will have language for review at the Executive Meeting.

Ruzek moved, based on Town Attorney and Staff review and recommendation to approve the Lease Between the Town of White Bear and the White Bear Lake Area Historical Society Relating to the Old Town Hall for the period of January 1, 2019 through December 31, 2021, contingent upon language to be provided by the Town Attorney relating to casualty or fire damage to the structure. Prudhon seconded. Ayes all.

ACCOUNTING CLERK/ADMINISTRATIVE SECRETARY POSITION – APPROVE HIRING OF KARIN DERAUF: The Clerk reported that 79 applications were received for the open position. Staff chose 10 of the most qualified individuals. One cancelled and one was rescheduled. Nine applicants were interviewed. The last applicant interviewed was the one being recommended to be hired, contingent upon a background check. The candidate chosen, Karin Derauf, has direct experience for what the Finance Department is looking for. Karin also has direct experience in creating and maintaining data base management and record retention programs. Based on the interview staff is making a recommendation to hire Karin Derauf to fill the Accounting Clerk/Administrative Secretary position contingent upon receipt of the background check. She will provide a two week notice to her current employer and will begin employment after the first of the year. The Clerk noted that all the applicants interviewed were very qualified individuals.

Ruzek moved, based on staff review and recommendation to approve the hiring of Karin Derauf to fill the Accounting Clerk/Administrative Secretary position, contingent upon receipt of the background check. Prudhon seconded. Ayes all.

CONTRACTOR PROCESS: The Clerk noted that the Board has approved an hourly independent contractor agreement with Bill Short, past Clerk Treasurer. He asked about the mechanics of what the Board would like to see relative to work to be done by Mr. Short. He stated that he will be in touch on-line with Bill Short on a day to day basis, at no charge. However, there will be potential economic development and re-development projects for Bill to work on. He asked what the Board's preference is relative to assigning projects to Bill, either by giving him latitude or if each project should be discussed with the Board prior to assignment. Kermes noted that the purpose of the contract was to allow the Clerk to assign the projects which would come to the Board for review when completed. It was the consensus that initially

the Board should be aware of what projects Bill would be working on and the value of the project.

OPEN TIME: Kermes reported that he will be retiring at the end of this year and that this is his last Board meeting. He stated that he has enjoyed each Board meeting. He stated that he has considered it a personal privilege to serve the community in this position and thanked those who voted him to this position. During the past ten years the Township has dealt with a lot and addressed many issues and problems. He has enjoyed working with a very capable administrative and public works staff and consultants. He acknowledged the volunteers who sit on the commissions and boards and that he has enjoyed working with the other Board members.

RECEIPT OF AGENDA MATERIALS / SUPPLEMENTS: Ruzek moved to receive all of the agenda materials and supplements for tonight's meeting. Prudhon seconded. Ayes all.

Prudhon moved to adjourn the meeting at 8:30 p.m. Ruzek seconded. Ayes all.

Respectfully Submitted,

Patrick Christopherson
Clerk-Treasurer

Approve as Official Meeting Minutes

_____ _____
Town Board Supervisor Date

DRAFT

Organizational & Regular
Town Board Meeting
January 7, 2019

Agenda Number: **5**

Subject: **Oath of Office** – Steven A. Ruzek, Scott McCune

Documentation: Oath

Action / Motion for Consideration:

Oath Line by Line:

OATH OF OFFICE

1) I, STEVEN A. RUZEK, do solemnly swear
2) that I will support the constitution of the United States & the State of Minnesota,
3) and faithfully discharge the duties of Town Board Supervisor
4) of the Town of White Bear in the County of Ramsey & State of Minnesota,
5) to the best of my judgment & ability. So help me God.

1) I, SCOTT MCCUNE, do solemnly swear
2) that I will support the construction of the United States & the State of Minnesota
3) and faithfully discharge the duties of Town Board Supervisor
4) of the Town of White Bear in the County of Ramsey & State of Minnesota,
5) to the best of my judgment & ability. So help me God.

STATE OF MINNESOTA)
)
COUNTY OF RAMSEY) ss. **OATH OF OFFICE**
)
TOWN OF WHITE BEAR)

I, STEVEN A. RUZEK, do solemnly swear that I will support the constitution of the United States and the State of Minnesota, and faithfully discharge the duties of the office of Town Board Supervisor of the Town of White Bear in the County of Ramsey and State of Minnesota, to the best of my judgment and ability. So help me God.

_____
STEVEN A. RUZEK

Subscribed and sworn to before
me this 7th day of January, 2019.

_____
Notary Public

STATE OF MINNESOTA

COUNTY OF RAMSEY
TOWN OF WHITE BEAR

OFFICIAL OATH
-OF-
STEVEN A. RUZEK

Filed in the office of the Town Clerk of the Town of White Bear, this 7th day of January, 2019.

_____
Town Clerk

STATE OF MINNESOTA)
)
COUNTY OF RAMSEY) ss. **OATH OF OFFICE**
)
TOWN OF WHITE BEAR)

I, SCOTT MCCUNE , do solemnly swear that I will support the constitution of the United States and the State of Minnesota, and faithfully discharge the duties of the office of Town Board Supervisor of the Town of White Bear in the County of Ramsey and State of Minnesota, to the best of my judgment and ability. So help me God.

_____
SCOTT MCCUNE

Subscribed and sworn to before
me this 7th day of January, 2019.

_____
Notary Public

STATE OF MINNESOTA

COUNTY OF RAMSEY
TOWN OF WHITE BEAR

OFFICIAL OATH
-OF-
SCOTT MCCUNE

Filed in the office of the Town Clerk of the Town of White Bear, this 7th day of January, 2019.

_____
Town Clerk

Organizational & Regular
Town Board Meeting
January 7, 2019

Agenda Number: **6.A**
Organizational Meeting
2019 Appointments, Etc.

Subject: **Town Board Appointments:**
Chair/Vice Chair.
Clerk-Treasurer.
Finance Officer/Deputy Treasurer.

Documentation: 2019 Proposed Appointments

Action / Motion for Consideration:

Appoint Chair / Vice-Chair / Clerk-Treasurer / Finance Officer/Deputy Treasurer for 2019

Minutes
Town Board Organizational Meeting
January 17, 2018

ORGANIZATIONAL MEETING: TOWN BOARD APPOINTMENTS; A) CHAIR / VICE CHAIR; B) CLERK-TREASURER; C) FINANCE OFFICER / DEPUTY TREASURER: Chair: Prudhon moved to appoint Bob Kermes as Town Board Chair for the coming year. Ruzek seconded. Ayes all.

Town Board Vice-Chair: Kermes moved to appoint Ed Prudhon as Town Board Vice Chair for the coming year. Ruzek seconded. Ayes all.

Clerk-Treasurer: Kermes moved to appoint Bill Short as the Town's Clerk-Treasurer for the coming year. Prudhon seconded. Ayes all.

Finance Officer / Deputy Treasurer: Prudhon moved to appoint Tom Kelly as the Town's Finance Officer / Deputy Treasurer for the coming year. Ruzek seconded. Ayes all.

2019 Appointments

Town Board Appointments:

Town Board Chair	Robert J. Kermes	Ed Prudhon
Town Board Vice-Chair	Ed M. Prudhon	Steve Ruzek
Clerk-Treasurer	Bill Short	Patrick Christopherson
Finance Officer/Deputy-Treasurer	Tom Kelly	Tom Kelly

Adopted January 7, 2019.

Organizational & Regular
Town Board Meeting
January 7, 2019

Agenda Number: **6.B**
Organizational Meeting
2019 Appointments, Etc.

Subject: **Township Officials:**
Building Official/Code Enforcement/Compliance Official.
Hearing Officer.
Economic Development Coordinator.
Public Works Director.
Town Planner.
Fire Marshall/Fire Chief.
Assistant Weed & Tree Inspectors.

Documentation: 2019 Proposed Appointments

Action / Motion for Consideration:

Appoint a Building Official/Code Enforcement/Compliance Official / Hearing Officer / Economic Development Coordinator / Public Works Director / Town Planner / Fire Marshall/Fire Chief / Assistant Weed & Tree Inspectors for 2019

Minutes
Town Board Organizational Meeting
January 17, 2018

TOWNSHIP OFFICIALS: A) BUILDING OFFICIAL / CODE ENFORCEMENT OFFICER / COMPLIANCE OFFICER; B) HEARING OFFICER; C) ECONOMIC DEVELOPMENT COORDINATOR; D) PUBLIC WORKS DIRECTOR; E) TOWN PLANNER; F) FIRE MARSHALL / FIRE CHIEF; G) ASSISTANT WEED & TREE INSPECTORS: Township Officials: Building Official / Code Enforcement Officer / Compliance Official: Prudhon moved to appoint Mike Johnson as Building Official /Code Enforcement Officer / Compliance Officer for the coming year. Ruzek seconded. Ayes all.

Hearing Officer: Ruzek moved to appoint Honorable Harry Crump as Hearing Officer for Administrative Fines for the coming year. Prudhon seconded. Ayes all.

Economic Development Coordinator: Kermes moved to appoint Bill Short as Economic Development Coordinator for the coming year. Ruzek seconded. Ayes all.

Public Works Director: Prudhon moved to appoint Dale Reed as Public Works Director for the coming year. Ruzek seconded. Ayes all.

Planner: Ruzek moved to appoint Tom Riedesel as Town Planner for the coming year. Prudhon seconded. Ayes all.

Fire Marshall / Fire Chief: Prudhon moved to appoint Greg Peterson (White Bear Lake Fire Department) as Fire Marshall / Fire Chief for the coming year. Ruzek seconded. Ayes all.

Assistant Weed & Tree Inspectors: Ruzek moved to appoint Tom Riedesel and Pete Tholen as Assistant Weed & Tree Inspectors for the coming year. Prudhon seconded. Ayes all.

2019 Appointments

Township Officials

Building Official / Code Enforcement Officer / Compliance Official	Mike Johnson
Hearing Officer	Hon. Harry Crump (Administrative Fines)
Economic Dev. Coordinator	Patrick Christopherson
Public Works Director	Dale Reed
Planner	Tom Riedesel
Fire Marshall / Fire Chief	Greg Peterson
Asst. Weed & Tree Inspectors	Tom Riedesel Pete Tholen

Adopted by the Town Board January 7, 2019.

Organizational & Regular
Town Board Meeting
January 7, 2019

Agenda Number: **6.C**
Organizational Meeting
2019 Appointments, Etc.

Subject: **Advisory Commission Liaisons**

Documentation: 2019 Proposed Liaisons to Commissions

Action / Motion for Consideration:

Appoint Liaisons to the Park Board / Planning Commission / Utility Commission / Public Safety Commission / Economic Development Advisory Board for 2018

Minutes
Town Board Organizational Meeting
January 17, 2018

ADVISORY COMMISSION LIAISONS: Prudhon moved to appoint Steve Ruzek as Park Board liaison for the coming year. Kermes seconded. Ayes all.

Prudhon moved to appoint Steve Ruzek as Planning Commission liaison for the coming year. Kermes seconded. Ayes all.

Ruzek moved to appoint Bob Kermes as Utility Commission liaison for the coming year. Prudhon seconded. Ayes all.

Kermes moved to appoint Ed Prudhon as Public Safety Commission liaison for the coming year. Ruzek seconded. Ayes all.

Prudhon moved to appoint Bob Kermes as Economic Development Advisory Board liaison for the coming year. Ruzek seconded. Ayes all.

WHITE BEAR TOWNSHIP

2019 Appointments

Town Board Liaisons to Advisory Commissions/Boards

	2018	2019
Park Board Liaison	Steve Ruzek	_____
Planning Commission Liaison	Steve Ruzek	_____
Utility Commission Liaison	Bob Kermes	_____
Public Safety Commission Liaison	Ed Prudhon	Scott McCune
Economic Development Advisory Board Liaison	Bob Kermes	_____

Adopted by the Town Board January 7, 2019.

Organizational & Regular
Town Board Meeting
January 7, 2019

Agenda Number: **6.D**
Organizational Meeting
2019 Appointments, Etc.

Subject: **Representatives to Organizations**

Documentation: 2019 Proposed Representatives to Organizations

Action / Motion for Consideration:

Appoint Representatives to Organizations for 2019

Minutes
Town Board Organizational Meeting
January 17, 2018

REPRESENTATIVES TO ORGANIZATIONS: Prudhon moved to appoint Bob Kermes as the Town's primary representative and Steve Ruzek as alternate representative to the Ramsey County League of Local Governments for the coming year. Ruzek seconded. Ayes all.

Prudhon moved to appoint Steve Ruzek as the Town's primary representative and Bob Kermes as alternate representative to the Minnesota Association of Townships for the coming year. Ruzek seconded. Ayes all.

Ruzek moved to appoint Ed Prudhon as the Town's primary representative and Bob Kermes as alternate to the Vadnais Lakes Area Water Management Organization Board of Directors. Kermes seconded. Ayes all.

Prudhon moved to appoint Paul Duxbury as the Town's primary representative and Tom Riedesel as staff alternate to the Vadnais Lakes Area Water Management Organization Technical Committee for the coming year. Ruzek seconded. Ayes all

Ruzek moved to appoint Ron Denn as the Town's primary representative and Luke Michaud as alternate representative to the Ramsey/Washington County Cable Commission for the coming year. Prudhon seconded. Ayes all.

Prudhon moved to appoint Bob Kermes as the Town's primary representative and Bill Short as alternate representative to the White Bear Area Chamber of Commerce for the coming year. Ruzek seconded. Ayes all.

Ruzek moved to appoint Bob Kermes as the Town's primary representative and Tom Riedesel as staff alternate to the Rush Line Corridor for the coming year. Prudhon seconded. Ayes all.

The Clerk noted that Diane Longville and Bryan DeSmet are the Town's representatives to the White Bear Lake Conservation District Board of Directors. They are elected for three year terms. Their terms expire in 2020.

WHITE BEAR TOWNSHIP

2019 Appointments

Representatives to Organizations	2018	2019
Ramsey County League of Local Govts.	Bob Kermes	Steve Ruzek
Alternate	Steve Ruzek	Patrick Christopherson
Minnesota Association of Townships	Steve Ruzek	Steve Ruzek
Alternate	Bob Kermes	Patrick Christopherson
Vadnais Lake Area Water Management Organization – Board of Directors	Ed Prudhon	Ed Prudhon
Alternate	Bob Kermes	Scott McCune
Vadnais Lake Area Water Management Technical Committee	Paul Duxbury	Paul Duxbury
Staff Alternate	Tom Riedesel	Tom Riedesel
Ramsey/Washington County Cable Commission	Ron Denn	Ron Denn
Alternate	Luke Michaud	Luke Michaud
White Bear Area Chamber of Commerce	Bob Kermes	Steve Ruzek
Alternate	Bill Short	Patrick Christopherson
Rush Line Corridor	Bob Kermes	Scott McCune
Staff Alternate	Tom Riedesel	Tom Riedesel

Adopted by the Town Board January 7, 2019.

Organizational & Regular
Town Board Meeting
January 7, 2019

Agenda Number: **6.E**
Organizational Meeting
2019 Appointments, Etc.

Subject: **Professional Services Appointments**

Town Attorney	Animal Control Officer
Town Engineer	Electrical Inspector
Town Auditor	Recoding Secretary
Financial & Bonding Advisors	Cable Technician
Environmental Consultants	Town Veterinarians

Documentation: 2019 Proposed Professional Services Appointments / Appointment Letters from Town Attorney, Town Prosecutor & Town Engineer

Action / Motion for Consideration:

Appoint a Town Attorney / Town Engineer / Town Auditor / Financial & Bonding Advisors / Environmental Consultants / Animal Control Officer / Electrical Inspector / Recording Secretary / Cable Technician / Town Veterinarians for 2019

Minutes
Town Board Organizational Meeting
January 17, 2018

PROFESSIONAL SERVICE APPOINTMENTS: A) TOWN ATTORNEY; B) TOWN ENGINEER; C TOWN AUDITOR; D) FINANCIAL & BONDING ADVISORS; E) ENVIRONMENTAL CONSULTANTS; F) ANIMAL CONTROL OFFICER; G) ELECTRICAL INSPECTOR; H) RECORDING SECRETARY; I) CABLE TECHNICIAN; J) TOWN ARBORIST; K) TOWN VETERINARIANS: Prudhon moved to appoint Chad D. Lemmons, Attorney, Patrick J. Kelly, Assistant Attorney, Kelly & Lemmons, P.A. as Town Attorneys for the coming year. Ruzek seconded. Ayes all.

Ruzek moved to appoint Jim Studenski, TKDA & Associates, as the Town Engineer for the coming year. Prudhon seconded. Ayes all.

Kermes moved to appoint Caroline Bell Beckman, Kari Quinn (assistant), Erickson, Bell, Beckman & Quinn P.A. as Town Prosecutor for the coming year. Prudhon seconded. Ayes all.

Prudhon moved to appoint Chris Knopik, Clifton Larsen Allen LLP, as Town Auditor for the coming year. Ruzek seconded. Ayes all.

Ruzek moved to appoint Terri Heaton, Springsted, Inc. as Financial & Bonding Advisors for the coming year. Prudhon seconded. Ayes all.

Prudhon moved to appoint Short, Elliot, Hendrickson as Environmental Consultants / Scientists / Traffic / Transportation Consultants for the coming year. Ruzek seconded. Ayes all.

Prudhon moved to appoint Animal Control Officer Mario Lee, Ramsey County Sheriff's Office, as Animal Control Officer. Ruzek seconded. Ayes all.

Ruzek moved to appoint Jim Manteufel, Summit Inspections as Electrical Inspector for the coming year. Prudhon seconded. Ayes all.

Prudhon moved to appoint Joan Clemens as Recording Secretary for the coming year. Ruzek seconded. Ayes all.

Prudhon moved to appoint Andrew Hartsock as Cable Technician for the coming year. Ruzek seconded. Ayes all.

Ruzek moved to appoint Dr. Amy Kruchowski & Dr. Shelly Langlie, Lake Animal Hospital as Town Veterinarians. Prudhon seconded. Ayes all.

2019 Appointments

Professional Services

Town Attorney	Chad D. Lemmons, Patrick J. Kelly, Assistant Attorney, Kelly & Lemmons P.A.
Town Engineer	Jim Studenski & Larry Poppler TKDA & Associates
Town Prosecutor	Caroline Bell Beckman Kari Quinn (assistant) Erickson, Bell, Beckman & Quinn P.A.
Town Auditor	Chris Knopik Clifton Larsen Allen LLP
Financial & Bonding Advisors	Terri Heaton Springsted, Inc.
Environmental Consultants / Scientists / Traffic / Transportation Consultants	Brad Woznak Short, Elliot, Hendrickson
Animal Control Officer	Officer Mario Lee Ramsey County Sheriff's Office
Electrical Inspector	Jim Manteufel Summit Inspections
Recording Secretary	Joan Clemens & Megan Cavanaugh
Cable Technician	Lisa Senopole
Town Veterinarians	Dr. Amy Kruchowski & Dr. Shelly Langlie Lake Animal Hospital

Adopted by the Town Board January 7, 2019.

Kelly & Lemmons, P.A.
ATTORNEYS AT LAW

• Patrick J. Kelly
pkelly@kellyandlemmons.com

Licensed in Minnesota and Wisconsin

Board of Supervisors
White Bear Township
1281 Hammond Road
White Bear Township, MN 55110

January 4, 2019 **VIA EMAIL**

RE: Letter of Appointment

Dear Board of Supervisors:

I am writing at this time to advise that we would again like to be appointed as the attorneys for the Town Board of the Township of White Bear for the next fiscal year. I and Chad D. Lemmons will be acting as co-town attorneys.

Kelly & Lemmons is familiar with the Town's background, both past and current business, and we are familiar with the general and special Minnesota Statutes and laws affecting the Town. Please be advised that our hourly rate has remained the same for over fifteen years. We are excited and honored to be working with Town staff and we look forward to continuing our excellent relationship with Town staff and Town Board.

On behalf of our firm, thank you for your consideration.

Respectfully yours,

KELLY & LEMMONS, P.A.

/s/ Patrick J. Kelly

Patrick J. Kelly

PJK:ran

2350 WYCLIFF STREET - SUITE 200 · SAINT PAUL, MINNESOTA 55114
TELEPHONE 651-224-3781 · FACSIMILE 651-223-8019
www.kellyandlemmons.com

RICKSON,
ELL,
ECKMAN &
UINN, P.A.

1700 West Highway 36
Suite 110
Roseville, MN 55113
(651) 223-4999
(651) 223-4987 Fax
www.ebbqlaw.com

James C. Erickson, Sr.
Caroline Bell Beckman
Charles R. Bartholdi
Kari L. Quinn
Mark F. Gaughan
James C. Erickson, Jr.
Erich J. S. Hartmann
Melissa K. Loonan

Robert C. Bell
(1926 - 2014)

September 4, 2018

Mr. William F. Short
White Bear Township
1281 Hammond Road
White Bear Township, MN 55110

RE: Proposed 2019 Prosecution Retainer
Our File No.: 5633-00004

Dear Mr. Short:

It continues to be an honor and privilege to serve as White Bear Township's prosecuting attorneys. We hope to continue our relationship as the City's prosecuting attorneys in 2019.

One year ago our office added a new associate attorney, Melissa Loonan, to fulfill our increased prosecution demands in Maplewood Court. Ms. Loonan has been a great asset to our municipal prosecution group.

As always, we continue to seek increased fine revenue to help offset the cost of prosecution. At this time we are proposing a modest increase in our retainer by 2.0 percent. Our proposed monthly retainer increase is $60.90 per month for prosecution services for a total monthly retainer of $3,105.90.

Vehicle forfeitures and criminal appeals will continue to be handled on an hourly basis at our current hourly rate.

We look forward to retaining our longstanding relationship with the White Bear Township in 2019.

Very truly yours,

ERICKSON, BELL, BECKMAN & QUINN, P.A.

Caroline Bell Beckman

/dj

444 Cedar Street, Suite 1500
Saint Paul, MN 55101
651.292.4400
tkda.com

TKDA

January 3, 2019

Honorable Chairman and Town Board
White Bear Township, Minnesota

Re: 2019 Annual Appointment of Town Engineer
White Bear Township, Minnesota

Dear Board Members:

The Town Board annually considers the appointment of the engineering consultant for the upcoming year.

Since 1976, TKDA has provided engineering services for the Town in a professional, timely and cost-effective manner. This has been performed at a level commensurate with the desires of White Bear Township.

We recognize that the cost and value of Professional Services are important concerns for our clients. TKDA works closely with the Town's staff on an as-needed basis. TKDA would like to continue providing those services as your Town Engineer in the year 2019.

TKDA provides services to the Town on an hourly rate based upon the actual salaries of the engineers or technicians working on the specific project or task. There is no retainer or other monthly fee.

We do understand the financial challenges that the Township and its residents face. We have done our best to hold the line on our rates and adjust to the economy.

There is no contract change for 2019. I will continue to be your primary contact person along with Larry Poppler as the Principal in Charge.

Larry will be present at the January 7th Town Board Meeting if there are any questions.

Sincerely,

Jim Studenski, PE

An employee owned company promoting affirmative action and equal opportunity

Organizational & Regular
Town Board Meeting
January 7, 2019

Agenda Number: **6.F**
Organizational Meeting
2019 Appointments, Etc.

Subject: **Roberts Rules of Order** – Adopt as Rules of Conduct for Meetings

Documentation: None

Action / Motion for Consideration:

Adopt Roberts Rules of Order as the Official Rules of Conduct for Town Board Meetings and Appoint the Town Attorney as the Parliamentarian for the Town Board Meetings

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Minutes
Town Board Organizational Meeting
January 17, 2018

ROBERTS RULES OF ORDER – ADOPT AS RULES OF CONDUCT FOR MEETINGS: Ruzek moved to adopt Roberts Rules of Order as the official Rules of Conduct for the Town Board Meetings and appoint the Town Attorney as Parliamentarian for the Town Board Meetings. Prudhon seconded. Ayes all.

Organizational & Regular
Town Board Meeting
January 7, 2019

Agenda Number: **6.G**
Organizational Meeting
2019 Appointments, Etc.

Subject: **Official Posting Places** – Designate Official Posting Places

Documentation: None

Action / Motion for Consideration:

Designate the Following Places as the Township's Official Legal Posting Places:

- Township Administrative Office, 1281 Hammond Road
- Heritage Hall, 4200 Otter Lake Road
- Bellaire Park, 2560 County Road F
- Glider Park, 2626 Suzanne Circle
- Well No. 6, 2525 Buffalo Street

Minutes
Town Board Organizational Meeting
January 17, 2018

OFFICIAL POSTING PLACES – DESIGNATE OFFICIAL POSTING PLACES: Ruzek moved to designate the following places as the Township's official posting places: Township Administrative Offices, 1281 Hammond Road; Heritage Hall, 4200 Otter Lake Road; Bellaire Park, 2560 County Road F; Glider Park, 2626 Suzanne Circle; Well No. 6, 2525 Buffalo Street. Prudhon seconded. Ayes all.

Organizational & Regular
Town Board Meeting
January 7, 2019

Agenda Number: **6.H**
Organizational Meeting
2019 Appointments, Etc.

Subject: **Official Newspaper** – Designate Official Newspaper

Documentation: Press Publications Letter

Action / Motion for Consideration:

Designate the White Bear Press as the Official Newspaper for the Township for 2019*

*This is a $.82 increase over the 2018 rate for legal notices

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Minutes
Town Board Organizational Meeting
January 17 2018

OFFICIAL NEWSPAPER – DESIGNATE OFFICIAL NEWSPAPER: Prudhon moved to designate the White Bear Press as the Official Newspaper for the Township for 2018. Ruzek seconded. Ayes all.

Press Publications
4779 Bloom Ave., White Bear Lake, MN 55110 • Phone: 651-407-1200 • Fax: 651-429-1242

December 6, 2018

RECEIVED
DEC 10 2018
TOWN OF WHITE BEAR

Town Board
Town of White Bear
c/o Ms. Patti Walstad
1281 Hammond Road
White Bear Lake, MN 55110

Dear Board Members:

Please present to the voters in the Town of White Bear our interest in having the *White Bear Press* designated as the official newspaper for the township in 2019.

We meet all the legal publication requirements under state statutes. Our circulation is audited by Verified Audit Circulation, an independent firm.

We offer submittal of legal notices by mail, fax at (651) 429-1242, or e-mail to: legals@presspubs.com - clearly labeling them as "Legal Notices."

There will be a slight increase in the rate for your legal notices this year due to increased cost of health care and paper. We are asking for $17.37 per column inch, in 7-point type at 9-lines per inch.

The rate for publishing condensed minutes of the town board will remain at $11.34 per column inch.

Our deadline for legal notices is Thursday by 5:00 p.m. for the following Wednesday's publication. We will do our best to try to accommodate a notice that would be submitted after deadline if we are advised by email and a phone call by the deadline.

We enjoy working with you and your staff and look forward to being of service to the township.

Sincerely,

Lisa Graber
Legal Notice Coordinator

LG:mp

Misc: WhiteBearTownship2019.doc

Organizational & Regular
Town Board Meeting
January 7, 2019

Agenda Number: **6.I**
Organizational Meeting
2019 Appointments, Etc.

Subject: **Establish Meeting Dates** – Town Board / Ratify EDA Meeting Dates

Documentation: None

Action / Motion for Consideration:

Set the First Monday of Each Month as the Regular Town Board Meeting Date / Set the Third Monday of Each Month as the Special Town Board Meeting Date (Unless Otherwise Designated by the Town Board), with Meetings to be Held at Heritage Hall, 4200 Otter Lake Road, Beginning at 7:00 p.m.

Set the Fourth Friday of Each Month as the Date for the Town Board Executive Meetings (Unless Otherwise Designated by the Town Board), with Meetings to be Held at the Township Administrative Offices, 1281 Hammond Road, Beginning at 11:00 a.m.

Ratify the EDA Action to Set the Third Monday of Each Month as the Regular Meeting Date for the Economic Development Authority Meetings (Unless Otherwise Designated by the Town Board), to be Held at Heritage Hall, 4200 Otter Lake Road, Beginning at 6:40 p.m.

Minutes
Town Board Organizational Meeting
January 17, 2018

ESTABLISH MEETING DATES – TOWN BOARD / RATIFY EDA MEETING DATES: Ruzek moved to set the first Monday of each month as the Regular Town Board Meeting date, and to set the third Monday as the Special Town Board Meeting date (unless otherwise designated by the Town Board), with meetings to be held at Heritage Hall, 4200 Otter Lake Road, starting at 7:00 p.m. Prudhon seconded. Ayes all.

Ruzek moved to set the fourth Friday of each month as the date for the Town Board Executive Meeting (unless otherwise designated by the Town Board) with meetings to be held at the Township Administrative Conference Room, 1281 Hammond Road, White Bear Township, starting at 12:00 p.m. Prudhon seconded. Ayes all.

Ruzek moved to ratify the EDA action to set the third Monday of each month as the regular meeting date for the Economic Development Authority Meetings (unless otherwise designated by the Town Board) to be held at Heritage Hall, 4200 Otter Lake Road, beginning at 6:40 p.m.. Prudhon seconded. Ayes all.

Organizational & Regular
Town Board Meeting
January 7, 2019

Agenda Number: **6.J**
Organizational Meeting
2019 Appointments, Etc.

Subject: **Advisory Boards/Commissions Members / Service Providers** – Recognize Service

Documentation: Commission Member Lists

Action / Motion for Consideration:

Recognize the Following EDAB Members:

Scott McCune / Paul Keleher / Beth Artner / Robert Scherman / Thomas Horak / Kent Brunner

Recognize the Following Park Board Members:

Erik Josephson / Scott Lombardi / Patricia Lee / Steve Reeves / Salena Koster / Curt Akenson

Recognize the Following Planning Commission Members:

Steve Swisher / Ronald Denn / Beth Artner / Zachary Flann / David Kotilinek / Bill Patrick / Monica Loes

Recognize the Following Public Safety Commission Members:

Stephen Lee / James Linn / Patrice Pozzini-Stedman / Sandra LeBlanc / Richard Brueckner / Janice Timmers / Connie Anderson / Mark Griffin (Alternate)

Recognize the Following Utility Commission Members:

Paul Groschen / Nancy Pehrson / Trent Bernstein / Dennis DeLoach / Scott McCune / Sylvia Hesse / George Fredricks

Recognize the Following Township Public Service Providers:

Ramsey County Sheriff's Office / White Bear Lake Fire Department

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Minutes
Town Board Organizational Meeting
January 17, 2018

ADVISORY BOARDS / COMMISSION MEMBERS / SERVICE PROVIDERS – RECOGNIZE SERVICE: Kermes recognized and thanked the individual Economic Development Advisory Board members as follows: Scott McCune, Paul Keleher, Beth Artner, Robert Scherman, Thomas Horak, Dave Zinschlag. Ruzek seconded. Ayes all.

Ruzek recognized and thanked the individual Park Board members as follows: Charles Archer (who resigned at the end of 2017), Erik Peterson (who resigned at the end of 2017), Scott Lombardi, Patricia Lee, Steve Swisher, Salena Koster, Steve Reeves. Prudhon seconded. Ayes all.

Ruzek recognized and thanked the individual Planning Commission Members as follows: Ronald Ulbrich (who resigned in 2017), Ronald Denn, Beth Artner, Zachary Flann, David Kotilinek, Bill Patrick, Mark Griffin (who will be moving to another commission in 2018). Prudhon seconded. Ayes all.

Prudhon recognized and thanked the individual members of the Public Safety Commission as follows: Stephen Lee, James Linn, Patrice Pozzini-Stedman, Sandra LeBlanc, Richard Brueckner, Janice Timmers, Connie Anderson. Ruzek seconded. Ayes all.

Kermes recognized and thanked the individual members of the Utility Commission as follows: Paul Groschen, Nancy Pehrson, Trent Bernstein, Dennis DeLoach, Scott McCune, Sylvia Hesse. Prudhon seconded. Ayes all.,

Kermes recognized and thanked the following Township Public Service providers: Ramsey County Sheriff's Office; White Bear Lake Fire Department. Ruzek seconded. Ayes all.

ECONOMIC DEVELOPMENT ADVISORY BOARD

COMMISSIONER

Bob Kermes
4358 Fisher Lane
White Bear Township, MN 55110
651-426-7337 (home)
bob.kermes@whitebeartownship.org

RECORDING SECRETARY

Joan Clemens
651-738-0921 (home) 612-618-0602 (cell)
goldendelta@comcast.net

ADVISOR

Bill Short
651-747-2758 (office)
bill.short@whitebeartownship.org

MEMBERS

Scott McCune
5250 Anderlie Lane
White Bear Township, MN 55110
651-470-8660 (cell) 612-436-6280 (work)
scott_mccune@icloud.com

Term Expires: April 30, 2021

Appointed: 8/17/15
Reappointed: 5/7/18

Paul Keleher, Chair
4150 Hillaire Road
White Bear Township, MN 55110
651-429-4048 (home) 651-248-1552 (cell)
pjkele@msn.com

Term Expires: April 30, 2021

Appointed: 1/22/08 to fill an unexpired term
Reappointed: 8/17/09, 4/19/10, 7/7/12, 5/7/12, 5/1/15, 5/21/18

Beth Artner
5414 Bald Eagle Blvd E
White Bear Township, MN 55110
651-426-8160 (home) 651-503-4471 (cell)
beth.artner@mac.com

Term Expires: April 30, 2021

Appointed: 7/20/15
Reappointed: 5/7/18

Robert Scherman
2453 Buffalo Street
White Bear Township, MN 55110
651-426-2511 (home) 651-208-2826 (cell)
bobscherman@msn.com

Term Expires: April 30, 2018

Appointed: 9/21/09
Reappointed: 5/7/12, 5/18/15

Thomas J. Horak, Vice Chair
2670 Bartylla Court
White Bear Township, MN 55110
651-699-4828 (home) 651-226-4150 (cell)
t.horak@comcast.net

Term Expires: April 30, 2020

Appointed: 11/17/08 to fill an unexpired term
Reappointed: 4/18/11, 4/21/14, 4/2017

VACANT

Term Expires:

Appointed:
Reappointed:

Kent Brunner
494 Carriage Lane
Hudson, WI 54016
651-762-4481 (work) 612-804-4209 (cell)
kbrunner@specialtymfg.com

Term Expires: April 30, 2019

Appointed: 4/16/2018
Reappointed:

PARK BOARD

COMMISSIONER
Steve Ruzek
5529 Fisher Court
White Bear Township, MN 55110
651-247-3673
steve.ruzek@whitebeartownship.org

RECORDING SECRETARY
Joan Clemens
651-738-0921 (home) 612-618-0602 (cell)
goldendelta@comcast.net

ADVISOR
Tom Riedesel
651-747-2761 (office) 651-261-2706 (cell)
tom.riedesel@whitebeartownship.org

ADVISOR
Dale Reed, Public Works Director
651-747-2777 (office) 651-775-4295 (cell)
dale.reed@whitebeartownship.org

MEMBERS

Open

Term Expires: April 30, 2021

Appointed: 1/3/2018
Reappointed: 5/7/18

Erik Josephson
4188 Forest Court
White Bear Township, MN 55110
703-859-4054 (cell)
erjosephson@gmail.com

Term Expires: April 30, 2021

Appointed: 1/3/2018
Reappointed: 5/7/18

Scott Lombardi (Chair)
5471 Franklin Ave
White Bear Township, MN 55110
651-274-1594 (cell)
scottlombardi81@gmail.com

Term Expires: April 30, 2021

Appointed: 3/2/15
Reappointed: 5/7/18

Patricia Lee
1737 Pioneer Lane
White Bear Township, MN 55110
651-426-3652 (home) 651-271-9941 (cell)
leepatricia1950@aol.com

Term Expires: April 30, 2019

Appointed: 7/16/01
Reappointed: 9/20/04, 2007, 4/19/10, 6/3/13, 6/6/16

Steve Reeves
5341 Cedarwood Court
White Bear Lake, MN 55110
651-755-6072 (cell)
reeves23@comcast.net

Term Expires: April 30, 2021

Appointed: 1/23/17 to fill unexpired term
Reappointed: 5/7/18

Salena Koster (Vice Chair)
3991 Lakewood Ave
White Bear Township, MN 55110
651-431-0326 (cell)
salena.koster@gmail.com

Term Expires: April 30, 2019

Appointed: 3/6/17 to fill unexpired term
Reappointed:

Curt Akenson
5731 Meadowview Drive
White Bear Township, MN 55110
651-429-3452 (home) 651-508-1348(cell)
badgerake@hotmail.com

Term Expires: April 30, 2019

Appointed: 6/4/2018 to fill unexpired term
Reappointed:

E-mail Agenda to: jon.anderson@isd624.org

PLANNING COMMISSION

COMMISSIONER

Steve Ruzek
5529 Fisher Court
White Bear Township, MN 55110
651-247-3673
steve.ruzek@whitebeartownship.org

RECORDING SECRETARY

Joan Clemens
651-738-0921 (home) 612-618-0602 (cell)
goldendelta@comcast.net

ADVISOR

Tom Riedesel
651-747-2761 (office) 651-261-2706 (cell)
tom.riedesel@whitebeartownship.org

MEMBERS

Steve Swisher
1210 Pond View Lane
White Bear Township, MN 55110
612-916-1229 (cell) 612-999-2348 (work)
steve.swisher@yahoo.com

Term Expires: April 30, 2021

Appointed: 1/3/2018
Reappointed: 5/7/18

Ronald Denn, Chair (7/20/15)
5655 Portland Avenue
White Bear Township, MN 55110
612-859-4979 (cell)
rjdconst@aol.com

Term Expires: April 30, 2020

Appointed: 8/1/11
Reappointed: 5/5/14, 4/17/17
Vice Chair: 5/22/14

Beth Artner
5414 Bald Eagle Blvd E
White Bear Township, MN 55110
651-426-8160 (home) 651-503-4471 (cell)
beth.artner@mac.com

Term Expires: April 30, 2021

Appointed: 8/3/98 to fill unexpired term
Reappointed: 4/30/00, 5/19/03, 7/5/06, 8/17/09, 6/4/12, 5/18/15, 5/7/18, 5/7/18
Chair: 6/4/12, 7/8/13

Zachary Flann
4157 Bellaire Avenue
White Bear Township, MN 55110
763-443-0290 (cell) 612-278-7704 (work)
zflann@gmail.com or zflann@millerdunwiddie.com

Term Expires: April 30, 2020

Appointed: 4/18/16 to fill unexpired term
Reappointed: 4/17/17

David Kotilinek, Vice Chair (7/20/2015)
5245 Division Avenue
White Bear Township, MN 55110
651-426-0544 (home) 651-755-3246 (cell)
fkotilinek10@msn.com

Term Expires: April 30, 2019

Appointed: 8/1/11 to fill unexpired term
Reappointed: 7/8/13, 4/17/17

Bill Patrick
5701 Birch Road
White Bear Township, MN 55110
651-429-3409 (home) 651-983-9182 (cell)
651-644-7122 (work)
twpatrick1@gmail.com

Term Expires: April 30, 2020

Appointed: 10/8/81
Reappointed: 5/1/96, 5/3/99, 5/6/02, 5/2/05, 5/5/14, 4/17/17

Monica Loes
2634 Martin Way
White Bear Township, MN 55110
612-208-8808 (cell)
loes.monica@gmail.com

Term Expires: April 30, 2019

Appointed: 1/3/2018

*** email agenda packet

PUBLIC SAFETY COMMISSION

COMMISSIONER

Ed Prudhon
5435 Peterson Road
White Bear Township, MN 55127
651-429-6772 (home) 612-868-7669 (cell)
ed.prudhon@whitebeartownship.org

RECORDING SECRETARY

Joan Clemens
651-738-0921 (home) 612-618-0602 (cell)
goldendelta@comcast.net

ADVISOR

Bill Short
651-747-2758 (office)
bill.short@whitebeartownship.org

MEMBERS

Stephen Lee, Chair
1737 Pioneer Lane
White Bear Township, MN 55110
651-426-3652 (home) 651-325-8118 (cell)
stevejpl57@yahoo.com

Term Expires: April 30, 2019

Appointed: 8/21/95
Reappointed: 4/20/98, 4/16/01, 9/20/04, 5/21/07, 4/19/10, 5/7/12, 5/6/13, 6/6/16

James Linn, Vice Chair (4/18/11)
2642 Suzanne Circle
White Bear Township, MN 55110
651-653-8404 (home) 612-716-2131 (cell)
612-624-1205 (work)
linnx002@umn.edu

Term Expires: April 30, 2020

Appointed: 12/20/04 to fill an unexpired term
Reappointed: 5/2/05, 5/19/08, 4/18/11, 4/2014

Patrice Pozzini-Stedman
2499 Taylor Avenue
White Bear Township, MN 55110
651-308-8958 (cell) 651-275-5006 (work)
ppstedman@hotmail.com

Term Expires: April 30, 2020

Appointed: 6/6/90
Reappointed: 5/1/96, 6/21/99, 10/21/02, 5/2/05, 5/19/08, 4/18/11, 4/2014, 4/2017

Sandra LeBlanc
5555 Fenway Court
White Bear Township, MN 55110
651-426-0746 (home) 612-868-4673 (cell)
keithleblanc@comcast.net

Term Expires: April 30, 2021

Appointed: 7/16/01 to fill unexpired term
Reappointed: 5/19/03, 7/5/06, 5/7/12, 5/18/15, 5/7/18

Richard Brueckner
4285 Pond View Court
White Bear Township, MN 55110
* 5481 Harrow Terrace, Sarasota, FL 34241
651-653-0353 (home) 651-448-0234 (cell)
941-927-3209 (winter home)

Term Expires: April 30, 2019

Appointed: 1/5/98
Reappointed: 4/20/98, 4/16/01, 9/20/04, 5/21/07, 4/19/10, 5/7/12, 5/6/13, 6/6/16

Janice Timmers
5599 Hugo Road
White Bear Township, MN 55110
651-653-9566 (home)
janatthelake@comcast.net

Term Expires: April 30, 2019

Appointed: 7/17/06 to fill unexpired term
Reappointed: 5/21/07, 2/16/10, 4/19/10, 5/16/13, 6/6/16

Connie Anderson
4701 Highway 61
White Bear Lake, MN 55110
651-429-2416 (home) 651-356-1953 (cell)
canderson@whitebearlake.org

Term Expires: April 30, 2019

Appointed: 2/22/16
Reappointed:

Mark Griffin (Alternate)
4359 Fisher Lane
White Bear Township, MN 55110
651-653-7512(home) 612-670-7139 (cell)
612-348-5318 (work) mvgriff@gmail.com or
mark.griffin@co.hennepin.mn.us

Term Expires: April 30, 2019
Appointed: 1/3/2018

E-mail Agenda to: terry.soukkala@co.ramsey.mn.us

* Winter Address (confirm dates in September)

UTILITY COMMISSION

COMMISSIONER

Bob Kermes
4358 Fisher Lane
White Bear Township, MN 55110
651-426-7337 (home)
bob.kermes@whitebeartownship.org

RECORDING SECRETARY

Joan Clemens
651-738-0921 (home) 612-618-0602 (cell)
goldendelta@comcast.net

ADVISOR

Bill Short
651-747-2758 (office)
bill.short@whitebeartownship.org

MEMBERS

Paul Groschen, Chair (6/3/13)
2494 8th Street
White Bear Township, MN 55110
651-429-8696 (home) 651-400-0155 (cell)
763-551-7419 (work)
paul.groschen@selectcomfort.com

Term Expires: April 30, 2019

Appointed: 10/3/88 & 6/22/98
Reappointed: 7/16/01, 9/20/04, 6/18/07, 4/19/10, 6/3/13, 5/2/16

Nancy C. Pehrson, Vice-Chair (6/3/13)
5235 Bald Eagle Blvd W
White Bear Township, MN 55110
651-426-9521 (home) 612-321-5452 (work)
nancy.pehrson@centerpointenergy.com

Term Expires: April 30, 2019

Appointed: 4/30/95 to fill unexpired term
Reappointed: 3/4/96, 4/20/98, 7/16/01, 9/20/04, 6/18/07, 4/19/10, 6/3/13, 5/2/16

Trent Bernstein
2580 Randy Avenue
White Bear Township, MN 55110
651-429-6014 (home) 651-329-9105 (cell)
952-925-7555 (work)
tbernstein@usfamily.net

Term Expires: April 30, 2020

Appointed: 5/16/11
Reappointed:

Dennis DeLoach
3903 Lakewood Avenue
White Bear Township, MN 55110
651-426-7306 (home)

Term Expires: April 30, 2020

Appointed: 6/20/11
Reappointed:

Scott McCune
5250 Anderlie Lane
White Bear Township, MN 55110
651-470-8660 (cell) 612-436-6280 (work)
scott_mccune@icloud.com

Term Expires: April 30, 2021

Appointed: 4/7/14 to fill unexpired term
Reappointed: 9/9/15, 5/7/18

Sylvia Hesse
779 Gilfillan Court
White Bear Township, MN 55127
* 5949 Pelican Bay Plaza S Apt 1006
Gulfport, FL 33707
651-336-6220 (cell) **unlisted don't give out**
shesse@mac.com

Term Expires: April 30, 2021

Appointed: 3/3/03 to fill unexpired term
Reappointed: 5/19/03, 7/5/06, 8/17/09, 6/4/12, 7/20/15, 5/21/18

George Fredricks
5958 Hobe Lane
White Bear Township, MN 55110
651-331-0105 (cell)
georgef@mnmechmpls.com

Term Expires: April 30, 2020

Appointed: 1/3/2018
Reappointed:

Agenda Packets: Jim Studenski-as needed

* Winter Address (November - April)

Organizational & Regular
Town Board Meeting
January 7, 2019

Agenda Number: **7A – Consent Agenda**

Subject: **2019 Utility Connection Charge** - Approve Freezing Utility Connection Charge for 2019

Documentation: TKDA Correspondence

Action / Motion for Consideration:

Receive Information / Discuss

Based on Town Board Review & Recommendation Adopt the 2019 Utility Connection Charge at $19,900.00 for Sewer & Water & $9,950.00 for Sewer Only or Water Only, Nothing there has been a Freeze Put on the Fee

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Minutes
Town Board Meeting
December 18, 2017

CONSENT AGENDA: Ruzek moved approval of the Consent Agenda as follows: 5B) Approve Freezing Utility Connection Charge for 2018. Prudhon seconded. Ayes all.

444 Cedar Street, Suite 1500
Saint Paul, MN 55101
651.292.4400
tkda.com

TKDA

January 2, 2019

Honorable Chairman and Town Board
White Bear Township, Minnesota

RE: Sewer and Water Connection Charge 2019
White Bear Township, Minnesota
TKDA Project No. 17127.000

Dear Board Members:

The Utility Connection Charge for 2018 was $19,900.

Each year the Board establishes the Utility Connection Fee for the upcoming year.

In 2000, the Town Board modified the Utility Connection Fee policy to use Project 99-5 (Anderson Lane) and 99-4 (Portland Avenue) as the baseline cost for utilities to more accurately reflect the cost of sewer and water as the last few areas of the Town are served.

The Connection Charge for 2018 was reviewed by the Utility Commission and recommended to the Town Board that the charge be held the same for 2018.

The Town Board reviewed the 2018 charge at their December 28th Town Board Executive meeting and agreed with no increase for the next year.

We recommend that the Utility Connection Charge remain at $19,900 for 2019.

If sewer only or water only is desired, the individual connection charge would be one-half the above amount, which is $9,950.00.

Sincerely,

Jim Studenski, PE
Town Engineer

An employee owned company promoting affirmative action and equal opportunity

Organizational & Regular
Town Board Meeting
January 7, 2019

Agenda Number: **7B – Consent Agenda**

Subject: **Northeast Youth & Family Services** – Approve 2019 Agreement

Documentation: Finance Officer Memo /
NYFS Correspondence & Agreement /
Staff Memo /
Quarterly Reports

Action / Motion for Consideration:

Receive Information / Discuss

1) Based on Finance Officer Review & Recommendation Approve the Agreement with Northeast Youth & Family Services for the Year 2019
2) Authorize Execution by the Town Chair & Town Clerk & Authorize the Funding Request of $20,514.00

Minutes
Town Board Meeting
January 3, 2018

CONSENT AGENDA: Ruzek moved approval of the Consent Agenda as follows: 5A) Approve 2018 Agreement with Northeast Youth & Family Services; Prudhon seconded. Ayes all.

Consideration of Approving 2019 Contribution to NYFS. (TK)

A. REFERENCE AND BACKGROUND:

The Town has received a request from Northeast Youth & Family Services (NYFS) for 2019 funding. NYFS has combined operations with the White Bear Counseling Center in 2010. The funding request is for $20,514. The Township included funding of $20,525 in its 2019 budget for NYFS. In the past the Township has provided funding as follows:

2009	$54,851	
2010	$54,357	
2011	$40,000	
2012	$40,000	
2013	$35,936	
2014	$31,872	
2015	$27,808	
2016	$23,744	
2017	$19,680	
2018	$19,956	1.4% increase
2019	$20,514	2.8% increase

A1. Budget Impact: The funding request is $3,230 less than the 2016 amount but $558 higher than 2018 and is included in the 2019 General Fund's General Government Department's budget.

A2. Staff Workload Impact: There is no staff impact for approving the request.

B. ALTERNATIVE ACTIONS:

1. Approve the 2019 funding request with NYFS.

2. Approve the 2019 funding of NYFS at some other amount than what was request by NYFS.

3. Do not approve the 2019 funding request with NYFS.

C. STAFF RECOMMENDATION:

1. Staff recommends alternative #1 for the approval of the 2019 funding request of $20,514 for NYFS with funding from the General Government Budget of the General Fund.

D. SUPPORTING DATA:

Letter from Jerry Hromatka, President & CEO of NYFS.

Northeast Youth & Family Services
Transforming Lives

December 21, 2018

Patrick Christopherson
City Clerk/Treasurer
White Bear Township
1281 Hammond Road
White Bear Township, MN 55110

Dear Patrick,

Enclosed is the 2019 partnership agreement with Northeast Youth & Family Services. I have also included the addendum referenced in section III-B Services Provided and Exhibit A referenced in section III-D-2 Funding.

Please sign and return a fully executed copy of the agreement to me. You can either send a hard copy through the mail or a pdf electronically. Either way we need a copy in our files for our audit.

We appreciate our partnership with you and look forward to another year of working in concert to serve the residents of our community. I will reach out to you in early January about setting up our annual presentation to the council.

If you have any questions or need more information, please don't hesitate to contact me.

Sincerely,

Jerry Hromatka
President & CEO

Shoreview Headquarters
3490 Lexington Ave. N.
Shoreview, MN 55126
phone 651-486-3808 fax 651-486-3858

www.nyfs.org

White Bear Lake Area Office
1280 N. Birch Lake Blvd.
White Bear Lake, MN 55110
phone 651-429-8544 fax 651-407-5301

AGREEMENT

I. PARTIES

This agreement is made and entered into by and between the White Bear Township of Minnesota ("Town") and Northeast Youth and Family Services ("NYFS").

II. RECITALS

A. NYFS is a non-profit social service agency whose mission is to meet the unmet developmental needs of at-risk youth and families within their community environment with emphasis on providing services through collaboration and coordination with existing community resources. These services are available to youth and families residing in the northern suburbs of Ramsey County, including, but not limited to, the municipalities which are signatory to agreements which are identical to this Agreement ("participating municipalities") and students and families from Independent School Districts 621, 622, 623, 624, 282 and 832.

B. Through this Agreement the Town intends to contract with NYFS to provide such services to its residents and to act as a sponsor of NYFS by providing financial support, a method to establish appropriate services to be provided and policy guidance for its activities.

C. This Agreement shall be used as the formal agreement between NYFS and each of the participating municipalies. This Agreement is intended to continue the spirit of cooperation and collaboration in the provision of social services between the Town and NYFS.

III. TERMS AND CONDITIONS

In consideration of the mutual understandings of this Agreement, the parties hereby agree as follows:

A. Prior Agreements Cancelled. By execution of this Agreement any prior agreements and amendments thereto between the parties are hereby cancelled, except as provided in F(9) of this Agreement.

B. Services Provided. NYFS shall provide the Town and its residents with youth and family programs set forth in the Addendum attached hereto.

C. Principles of Service and Program Establishment and Operations. On a yearly basis and prior to submission of its annual budget, as provided for hereafter, NYFS shall:

1. Report regarding proposed changes in services and programs to the Town; and

2. Establish a fair and open bidding/request for proposal (RFP) process to contract, manage or provide such services and programs, which are not directly provided by NYFS staff.

D. Funding

1. In addition to the participating municipalities' share of the annual budget, funds for the operation of NYFS will be raised by NYFS endeavoring to secure user fees, grants and appropriations from private organizations, the State of Minnesota, Federal and County agencies, and other legal and appropriate sources.

2. The Town shall pay annually to NYFS the base amount listed in Exhibit A. This base amount will be adjusted annually for inflation/deflation using the Standard Metropolitan Statistical Area Consumer Price Index for All Urban Consumers (CPI-U). Such adjustment shall not exceed plus or minus 3% in any year. Any adjustment in the payment beyond those indicated by reference to the CPI-U shall require approval of each of the participating municipalities.

3. Any new municipality joining into this agreement will pay a base amount annually to NYFS that is on par with the amount paid by current participating municipalities.

4. Amounts payable by the Town shall be paid to NYFS on or before January 30th of each year, or at a date mutually agreed upon by both parties, to cover the Town's share for that year.

E. Board of Directors. This agreement is contingent upon the Town having the right to a seat on the Board of Directors. The Board of Directors shall be limited to not more than 30 Board members.

F. Further Obligations of NYFS. In addition to the obligations set forth elsewhere in this Agreement, this Agreement is further contingent upon NYFS doing the following:

1. The Bylaws of NYFS shall be amended to add provisions requiring an open process for contracting services as provided for in paragraph C.2., above, and prohibiting NYFS from supporting or opposing individual candidates for election to public office in any of the participating municipalities; and adding the requirement that IRS 501.C3 status be maintained.

2. On or before June 30, of any year NYFS shall submit the proposed Town budgeted amount for the subsequent year.

3. On or before November 30, of any year NYFS shall submit a written report to the Town including an Annual Report, the audited financial statement, and a program specific summary of services provided to the municipality; in addition, 30 days from the end of each calendar quarter, NYFS shall submit a written report to the participating municipality.

4. Periodically advising the Town of services available through NYFS to the Town's residents;

5. Establishing a sliding scale for services available through NYFS to the Town's residents and periodically advising the Town of such fees;

6. Providing other reasonable information requested by the Town;

7. Purchasing a policy of liability insurance in the amount of at least $1,500,000.00, naming the Town as an additional insured and providing a copy of the insurance certificate evidencing such policy to the Town;

8. Provide the Town with a copy of its Articles of Incorporation, Bylaws, Amendments thereto, and the IRS tax exempt status letter;

9. NYFS shall defend and indemnify the Town from any and all claims or causes of actions brought against the Town of any matter arising out of this Agreement or the services provided pursuant to this Agreement, as well as past agreements between NYFS and Town and,

10. Without the written approval of the Town, NYFS will not enter into any agreement with any other municipality which differs from the terms and conditions of this Agreement.

G. Term. The term of this agreement will be through December 31, 2019. Unless either party gives at least 6 months written notice of its intent to cancel this Agreement effective December 31 of the year in which the notice is made, NYFS will continue to provide services to the Town under the same terms as set forth in this agreement.

H. (A) Distribution of Assets Upon Dissolution.

If NYFS ceases to operate, the Board of Directors will do one of the following:

1. Give the assets to one or more non-profit agencies providing similar social services in the northern suburbs of Ramsey County; or,

2. Form a new Foundation to fund appropriate social service programming in the northern suburbs of Ramsey County.

The final Distribution of Assets Plan must be approved by the Ramsey County District Court.

(B) Deviation from the Mission.

If the Town determines that NYFS has materially deviated from its mission (See II. Recitals, A.), the Town may ask the NYFS Board of Directors to consider dissolving the agency and liquidating the assets. The Board will do one of the following:

1. Consider the request and by a majority vote deny it.

2. Consider the request and by a majority vote agree to modify the programs to be consistent with the mission.

3. Consider the request and by a majority vote agree with the request and move to dissolve the agency and liquidate the assets.

IN WITNESS WHEREOF, the parties have executed this Agreement on this date set forth below.

TOWN OF WHITE BEAR TOWNSHIP

By: _____
Elected Official

Its: _____
Clerk/Manager

Dated: _____

NORTHEAST YOUTH & FAMILY SERVICES

By: _____
President/CEO

Its: _____
Chair of the Board of Directors

Dated: 1/31/19

12/2018

Northeast Youth & Family Services

NYFS services fall into two categories: mental health services and youth development programs. By serving both areas within our agency, we can provide a continuum of care. This has proven beneficial because although mental health and youth development have similar goals, their distinctions also complement each other.

Contracted Services

Mental Health Services:

- *Mental Health Counseling* – licensed mental health staff provide therapy for the emotional health of children, teens and adults.

Community Service Programs:

- *Youth Diversion* – a coordinated range of services for youth who have committed minor offenses (e.g. shoplifting, chemical/alcohol use, vandalism) to help them focus on positive behavior and prevent recidivism.
- *Senior Chore Program* – youth and other adults complete seasonal and household tasks to help seniors remain independent.

Non Contracted Services

Mental Health Services:

- *Northeast Educational & Therapeutic Services (NETS)* – provides academics and therapy for youth with mental illnesses who can not function in traditional school environments in grades 6-12.

Community Service Programs:

- *Out of School Time* – underperforming youth receive support to increase grades, explore career and educational opportunities, and develop leadership in the community .

Northeast Youth & Family Services
City Participation Figures

	2013 1.7% increase CPI-U @ 6-12	2014 1.1% increase CPI-U @ 6-13	2015 2.1% increase CPI-U @ 6-14	2016 .04% increase CPI-U @ 6-15	2017 1.0% increase CPI-U @ 6/15	2018 1.4% increase CPI-U @ 6/15	2019 2.8% increase CPI-U @ 6/15
White Bear Township	35,936	31,872	27,808	23,744	19,680	19,956	20,514

MEMORANDUM

TO: TOWN BOARD
FROM: PATTI WALSTAD
DATE: JANUARY 2, 2019

SUBJECT: NYFS 2019 AGREEMENT

Jerry Hromatka of Northeast Youth & Family Services (NYFS) has forwarded their annual Agreement for approval. I have compared the Agreement to last years' and note the following:

- III.A. Added "except as provided in F(9) of this Agreement" to last sentence.
- III.F.9 Added "as well as past agreements between NYFS and Town" to last sentence.

Attached please find the quarterly reports which have been received during the year per the Agreement.

PSW/s

Northeast Youth & Family Services
Transforming Lives
Celebrating 40 Years

RECEIVED
FEB 16 2018
TOWN OF WHITE BEAR

February 6, 2018

Bill Short, Town Clerk/Treasurer
White Bear Township
1281 Hammond Road
White Bear Township, MN 55110

Dear Bill:

Part of the way we keep our municipal partners informed about services provided by Northeast Youth & Family Services (NYFS) to residents in your community is through quarterly reports.

Enclosed is a copy of a report outlining the services provided in 2017 up through this most recent quarter. Contract services are those outlined in our agreement. These services are assured to all community residents regardless of their ability to pay. Non-contract services represent those received by your residents through other programs at NYFS. Taken together, this report demonstrates how your partnership helps leverage resources for all services received by your residents. To compliment the hard statistics we like to provide a success story which brings those numbers to life.

If you have any questions about this report or would like to talk about any other aspect of our partnership please don't hesitate to contact me at jerry@nyfs.org or at 651-379-3404.

Sincerely,

Jerry Hromatka
President & CEO

Shoreview Headquarters
3490 Lexington Ave. N.
Shoreview, MN 55126
phone 651-486-3808 fax 651-486-3858

www.nyfs.org

White Bear Lake Area Office
1280 N. Birch Lake Blvd.
White Bear Lake, MN 55110
phone 651-429-8544 fax 651-407-5301

Northeast Youth & Family Services
Transforming Lives

Bill,

While competing a recent review of our procedures for reporting statistics, we identified that we under reported the number of seniors that received services. We had only included those seniors that had received routine services and had not counted those seniors that had received one time seasonal service. The result is that the numbers included on this report are more than what I reported when I presented to the Board.

Just thought I would explain the difference in case anyone notice the discrepancy between this report and what I presented.

Thanks for all your help with the partnership between White Bear Township and NYFS,

Jerry

Shoreview Headquarters
3490 Lexington Ave. N
Shoreview, MN 55126
phone 651-486-3808 fax 651-486-3858

www.nyfs.org

White Bear Lake Area Office
1280 N. Birch Lake Blvd.
White Bear Lake, MN 55110
phone 651-429-8544 fax 651-407-5301

City of White Bear Lake Township
Report Period: January 1, 2017 to December 31, 2017

The following is a brief report on Northeast Youth & Family Services' programs that directly affect the residents of your community. If you have any questions about this report, please call Jerry Hromatka, President & CEO, at (651) 379-3404.

Annual City Contract for Service 2017	**$19,680**
Total cost of all services through December 31	**$26,435**

(Please note that these numbers represent the actual cost of services provided, not what NYFS charges clients for these services. Because of your collaboration with NYFS, many of these services are offered free of charge or on a sliding-fee scale based on income.)

Services Provided	**City Totals**		
	# of Clients	Hours	Service Cost
Contracted Services			
Mental Health	20	154	$ 23,160.00
Diversion Services	6	33	$ 2,475.00
Senior Chore			
Seniors	10	40	$ 800.00
Total for Contracted Services	**36**	**227**	**$ 26,435.00**

Totals for all Individual Services	**36**	**227**	**$ 26,435.00**

*There are no NYFS clients that have completed community service work through our Diversion program at this point in the year.

NYFS Success Stories:

The following contains one story from NYFS' Diversion Programs respectively in order to give you a personal perspective of how lives are changed through your partnership with Northeast Youth and Family Services.

William was referred to Diversion in October. Our Diversion Coordinator met with him and his mother at their apartment due to lack of transportation on their part. He was in a very difficult family situation and had been expelled from his school due to the incident that brought him to Diversion. Our Coordinator developed a close relationship with him through this process. In mid-November we learned they were going to be evicted from their apartment in Roseville. They found temporary shelter at the Days Inn in Roseville while they tried to find a more permanent solution. During this time Diversion Services helped them by obtaining gift cards for food. They were able to find an apartment in Vadnais Heights that was going to provide some stability for them. Our Diversion Coordinator went to work contacting potential schools and finding resources to get William back into school, even setting up initial meetings with the WBL school district. In the meantime, we have a contact at the Roseville Police Department who called us to see if we had any families in need during the Holiday season they might possibly be able to help out. We connected him with William's family who still had major needs even though the housing crisis had been solved for the time being. William was sleeping on the floor, which was very cold and the family had almost no pots or pans to cook with. We informed the Officer of the needs and amazingly he and his family bought William a new bed with sheets and blankets, pots and pans for their kitchen and a $300 gift card to Walmart for food. The Roseville Police Department were the ones who initially referred William to Diversion. Even though William has completed Diversion we continue to stay in close contact with him.

Northeast Youth & Family Services
Transforming Lives
Celebrating 40 Years

RECEIVED
MAY 23 2018
TOWN OF WHITE BEAR

May 16, 2018

Bill Short, Town Clerk/Treasurer
White Bear Township
1281 Hammond Road
White Bear Township, MN 55110

Dear Bill:

Part of the way we keep our municipal partners informed about services provided by Northeast Youth & Family Services (NYFS) to residents in your community is through quarterly reports.

Enclosed is a copy of a report outlining the services provided in 2018 up through this most recent quarter. Contract services are those outlined in our agreement. These services are assured to all community residents regardless of their ability to pay. Non-contract services represent those received by your residents through other programs at NYFS. Taken together, this report demonstrates how your partnership helps leverage resources for all services received by your residents. To compliment the hard statistics we like to provide a success story which brings those numbers to life.

If you have any questions about this report or would like to talk about any other aspect of our partnership please don't hesitate to contact me at jerry@nyfs.org or at 651-379-3404.

Sincerely,

Jerry Hromatka
President & CEO

Shoreview Headquarters
3490 Lexington Ave. N.
Shoreview, MN 55126
phone 651-486-3808 fax 651-486-3858

www.nyfs.org

White Bear Lake Area Office
1280 N. Birch Lake Blvd.
White Bear Lake, MN 55110
phone 651-429-8544 fax 651-407-5301

City of White Bear Lake Township
Report Period: January 1, 2018 to March 31, 2018

The following is a brief report on Northeast Youth & Family Services' programs that directly affect the residents of your community. If you have any questions about this report, please call Jerry Hromatka, President & CEO, at (651) 379-3404.

Annual City Contract for Service 2018	**$19,680**
Total cost of all services through March 31	**$6,372**

(Please note that these numbers represent the actual cost of services provided, not what NYFS charges clients for these services. Because of your collaboration with NYFS, many of these services are offered free of charge or on a sliding-fee scale based on income.)

Services Provided	**City Totals**		
	# of Clients	Hours	Service Cost
Contracted Services			
Mental Health	13	39	$ 5,847.00
Senior Chore			
Seniors	3	26	$ 525.00
Total for Contracted Services	**16**	**65**	**$ 6,372.00**

Totals for all Individual Services	**16**	**65**	**$ 6,372.00**

*In addition to services provided by NYFS Staff, as part of the Diversion Program, 1 youth provided 10 hours of community service valued at $100.

- *Diversion – A youth had two Diversion referrals – one for curfew and one for theft. At the time she entered Diversion, she was 2 weeks from turning 18 and struggling with making good choices. Her relationship with her parents had declined due to her choices, she was struggling with her grades (her A's had fallen to C's and D's), and she had surrounded herself with unhealthy friends. After entering the Diversion program, she got her grades back up to a 4.0, ended her unhealthy relationships with some of her peers, greatly improved her relationship with her parents, and ended up joining the Navy. She will graduate in May and will begin basic training in August.*

NYFS Northeast Youth & Family Services
Transforming Lives

RECEIVED
JUL 02 2018
TOWN OF WHITE BEAR

June 28, 2018

Bill Short
City Clerk/Treasurer
White Bear Township
1281 Hammond Road
White Bear Township, MN 55110

Dear Bill,

One of the many things we are proud of at NYFS is our partnerships with organizations in the community. Working together we ensure critical services are available for those in need and that precious resources are used wisely.

Over the years our partnerships with local municipalities have ensured services within their local community and contributed to a strong region. With the merger in 2012, we now partner with 15 municipalities across the Northeast Metro area.

As part of our agreement with partnering municipalities we agree that the CPI-U available in June would be used to determine each municipality's contribution for the coming year. We also agree this adjustment would not exceed 3% plus or minus. Currently the CPI-U in June is 2.8. As a result, we are proposing that your 2019 Municipality Participation amount would be $20,514 a 2.8 increase over 2018.

We're sending you this correspondence now to aid in your planning for your next fiscal year. In November we will send you an invoice for the amount to be paid in January of 2019. In the meantime if you have any questions please don't hesitate to contact me at (651)-379-3404 or at jerry@nyfs.org.

Thank you for your continued partnership with NYFS. We are honored that you consider us worthy of your support and look forward to our ongoing partnership as we work in tandem to serve the residents of our area.

Sincerely,

Jerry Hromatka
President & CEO

Shoreview Headquarters
3490 Lexington Ave. N
Shoreview, MN 55126
phone 651-486-3808 fax 651-486-3858

www.nyfs.org

White Bear Lake Area Office
1280 N. Birch Lake Blvd.
White Bear Lake, MN 55110
phone 651-429-8544 fax 651-407-5301

Northeast Youth & Family Services
Transforming Lives

RECEIVED
AUG 09 2018
TOWN OF WHITE BEAR

August 1, 2018

Bill Short, Town Clerk/Treasurer
White Bear Township
1281 Hammond Road
White Bear Township, MN 55110

Dear Bill:

Part of the way we keep our municipal partners informed about services provided by Northeast Youth & Family Services (NYFS) to residents in your community is through quarterly reports.

Enclosed is a copy of a report outlining the services provided in 2018 up through this most recent quarter. Contract services are those outlined in our agreement. These services are assured to all community residents regardless of their ability to pay. Non-contract services represent those received by your residents through other programs at NYFS. Taken together, this report demonstrates how your partnership helps leverage resources for all services received by your residents. To compliment the hard statistics we like to provide a success story which brings those numbers to life.

If you have any questions about this report or would like to talk about any other aspect of our partnership please don't hesitate to contact me at jerry@nyfs.org or at 651-379-3404.

Sincerely,

Jerry Hromatka
President & CEO

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3490 Lexington Ave. N
Shoreview, MN 55126
phone 651-486-3808 fax 651-486-3858

www.nyfs.org

White Bear Lake Area Office
1280 N. Birch Lake Blvd.
White Bear Lake, MN 55110
phone 651-429-8544 fax 651-407-5301

City of White Bear Lake Township
Report Period: January 1, 2018 to June 30, 2018

The following is a brief report on Northeast Youth & Family Services' programs that directly affect the residents of your community. If you have any questions about this report, please call Jerry Hromatka, President & CEO, at (651) 379-3404.

Annual City Contract for Service 2018	**$19,680**
Total cost of all services through June 30	**$17,066**

(Please note that these numbers represent the actual cost of services provided, not what NYFS charges clients for these services. Because of your collaboration with NYFS, many of these services are offered free of charge or on a sliding-fee scale based on income.)

Services Provided	**City Totals**		
	# of Clients	Hours	Service Cost
Contracted Services			
Mental Health	17	91	$ 13,593.00
Diversion Services	8	27	$ 1,987.50
Senior Chore			
Seniors	5	74	$ 1,485.00
Total for Contracted Services	**30**	**191**	**$ 17,065.50**

Totals for all Individual Services	**30**	**191**	**$ 17,065.50**

*In addition to services provided by NYFS Staff, as part of the Diversion Program, 1 youth provided 50 hours of community service valued at $500.

Diversion

Our Diversion Program works very hard to connect our referred youth to positive experiences with the community service hours they are required to do, rather than to have them be simply punitive. We explore interests and talents of each youth and encourage the exploration of those. We recently received a note back from the Director at Prelude Care Services, a facility that works with Alzheimer's patients and their families about the volunteer work of one of our youth. Here is just a portion of it:

"She has been helping with numerous tasks. She's helped organize cupboards/supplies for our residents and families to use, helped with a volunteer recognition event, sang with me to one of our dying residents, participated in games and activities with our residents and many other valuable services. Our residents all love her as does our staff! We're sorry she's completed her 21 hours of community service, going above and beyond her required 16 hours. We hope she'll continue to come back on a regular basis. She has a bright positive disposition and we wish her the best in her future endeavors. Thanks for sharing her with us. We would be happy to have more, or your clients work with us in the future."

These are the kinds of positive experiences we work to give our students and we know this is something she will carry with her the rest of her life.

Northeast Youth & Family Services
Transforming Lives

November 1, 2018

Bill Short, Town Clerk/Treasurer
White Bear Township
1281 Hammond Road
White Bear Township, MN 55110

Dear Bill:

Part of the way we keep our municipal partners informed about services provided by Northeast Youth & Family Services (NYFS) to residents in your community is through quarterly reports.

Enclosed is a copy of a report outlining the services provided in 2018 up through this most recent quarter. Contract services are those outlined in our agreement. These services are assured to all community residents regardless of their ability to pay. Non-contract services represent those received by your residents through other programs at NYFS. Taken together, this report demonstrates how your partnership helps leverage resources for all services received by your residents. To compliment the hard statistics we like to provide a success story which brings those numbers to life.

If you have any questions about this report or would like to talk about any other aspect of our partnership please don't hesitate to contact me at jerry@nyfs.org or at 651-379-3404.

Sincerely,

Jerry Hromatka
President & CEO

Shoreview Headquarters
3490 Lexington Ave. N
Shoreview, MN 55126
phone 651-486-3808 fax 651-486-3858

www.nyfs.org

White Bear Lake Area Office
1280 N. Birch Lake Blvd.
White Bear Lake, MN 55110
phone 651-429-8544 fax 651-407-5301

City of White Bear Lake Township
Report Period: January 1, 2018 to Sept. 30, 2018

The following is a brief report on Northeast Youth & Family Services' programs that directly affect the residents of your community. If you have any questions about this report, please call Jerry Hromatka, President & CEO, at (651) 379-3404.

Annual City Contract for Service 2018	**$19,680**
Total cost of all services through September 30	**$26,640**

(Please note that these numbers represent the actual cost of services provided, not what NYFS charges clients for these services. Because of your collaboration with NYFS, many of these services are offered free of charge or on a sliding-fee scale based on income.)

Services Provided	**City Totals**		
	# of Clients	Hours	Service Cost
Contracted Services			
Mental Health	17	123	$ 18,454.50
Diversion Services	8	29	$ 2,137.50
Senior Chore			
Youth	1	2	$ 40.00
Seniors	5	166	$ 3,310.00
Total for Contracted Services	**31**	**319**	**$ 23,942.00**

Totals for all Individual Services	**32**	**361**	**$ 26,639.50**

*In addition to services provided by NYFS Staff, as part of the Diversion Program, 11 youth provided 114 hours of community service valued at $1140.

Mental Health

A NYFS Therapist started working with an eighth-grade student who was very depressed, anxious and suicidal. The symptoms started after the death of her grandmother and continued to get worse as time went on. The student was missing a lot of school due to depression and physical illness. She became withdrawn from her friends. She worked with the student for three years and during that time, the student started taking medication and participated in yoga and running to complement the therapeutic process.

Now, as a high school junior, the student is doing well in school, has friends, is on the student council, and in choir. She is taking all AP classes and is planning on majoring in pre-med in college. This client had no insurance and so our services were instrumental in her recovery.

Northeast Youth & Family Services
Transforming Lives

November 30, 2018

RECEIVED
DEC 04 2018
TOWN OF WHITE BEAR

Bill Short
City Clerk/Treasurer
White Bear Township
1281 Hammond Road
White Bear Township, MN 55110

Dear Bill:

Enclosed is an invoice for the City of White Bear Township support of NYFS for 2019. This reflects a 2.8% increase over 2018. The reasoning for this increase is the CPI-U was +2.8 in June 2018.

2019 marks the 43rd anniversary of NYFS. We're proud of the service we have provided over the years and understand fully that much of our success is due to the many partnerships we have in the community.

We feel honored to be worthy of your ongoing support over the years and look forward to partnering with the City of White Bear Township in 2019 as we work in tandem to make our community a good place to live, work and do business. If at any time you need additional information, please do not hesitate to contact me.

Sincerely,

Jerry Hromatka
President & CEO

Shoreview Headquarters
3490 Lexington Ave. N.
Shoreview, MN 55126
phone 651-486-3808 fax 651-486-3858

www.nyfs.org

White Bear Lake Area Office
1280 N. Birch Lake Blvd.
White Bear Lake, MN 55110
phone 651-429-8544 fax 651-407-5301

NYFS Northeast Youth & Family Services
Transforming Lives

Northeast Youth & Family Services
3490 Lexington Avenue N.
Shoreview, MN 55126
Phone: (651) 486-3808

INVOICE

January 30, 2019

Bill Short
City Clerk/Treasurer
White Bear Township
1281 Hammond Road
White Bear Township, MN 55110

2019 Municipality Participation Amount:

Total Due by January 30, 2019 . . . . . $ 20,514

PL

Please make checks payable to Northeast Youth & Family Services.

2019

Organizational & Regular
Town Board Meeting
January 7, 2019

Agenda Number: **7C – Consent Agenda**

Subject: **2019 Fire Service Contract Addendum** – Approve 2019 Addendum

Documentation: Finance Officer Memo w/attachments

**Additional Back-Up Information in Distribution File

Action / Motion for Consideration:

Receive Information / Discuss

Based on Finance Officer Review & Recommendation Approve the 2019 Fire Service Contract Addendum with the City of White Bear Lake for Fire & Inspection Services in the Amount of $298,132.00 & Authorize Execution by the Town Board Chair & Town Clerk & Forward to the City of White Bear Lake With Funds from the General Fund as Noted in the Budget

Consideration of Approving 2019 Fire Contract. (TK)

A. REFERENCE AND BACKGROUND:

The Town has received the 2019 fire contract from the City of White Bear Lake for fire services and fire inspection services (fire marshal). The contract formula is the same as it has been in past contracts. The Town's 2019 budget included $298,132 for these services, which is $44,025 higher than the 2018 contract and includes additional full-time fire fighters. This is a 17.67% increase over the 2018 contract.

It is staff's recommendation to approve the 2019 fire contract with the City of White Bear Lake for fire and inspection services and authorize the Town Clerk to sign and forward to the City of White Bear Lake.

A1. Budget Impact: The actual contract is less than the $299,000 in the 2019 budget.

A2. Staff Workload Impact: There is no staff impact for approving the contract.

B. ALTERNATIVE ACTIONS:

1. Approve the 2019 fire contract with the City of White Bear Lake for fire and inspection services and authorize the Town Clerk to sign and forward to the City of White Bear Lake.

2. Do not approve the 2019 fire contract with the City of White Bear Lake for fire and inspection services.

C. STAFF RECOMMENDATION:

1. Staff recommends alternative #1 for the approval of the 2019 fire contract with the City of White Bear Lake for fire and inspection services and authorize the Town Clerk to sign and forward to the City of White Bear Lake.

D. SUPPORTING DATA:

2019 fire contract addendum.

City of White Bear Lake

4701 Highway 61 • White Bear Lake, Minnesota 55110
Phone (651) 429-8526 • Fax (651) 429-8500
www.whitebearlake.org

December 18, 2018

RECEIVED
DEC 20 2018
TOWN OF WHITE BEAR

White Bear Township
ATTN: Tom Kelly
1281 Hammond Road
White Bear Township, MN 55110

Dear Tom:

Enclosed are two copies of the 2019 Fire Service contract addendum. The addendum is consistent with our long-standing agreement. Budget detail regarding the 2019 budget to support the budget calculations is attached for your information.

The 2019 addendum represents a significant change from previous years' service level and resulting service level costs. The City conducted a comprehensive fire and ambulance operational review during 2018. This review resulted in a departmental reorganization, which implementation occurring during the last four to five months of 2018. The reorganization addressed changing resident service level expectations and utilization. During the fire operational review, it became evident that the City's reliance on a "paid on call" fire and ambulance service membership was not feasible for providing quality future service levels. It is no longer feasible to expect fire service membership to be available to address the increasing service level demands on a strictly "paid-on-call" basis.

Due to service level, reorganizational operating costs are adjusted accordingly. White Bear Township's tax capacity valuation along with operating costs including fire inspections results in White Bear Township's share of the 2019 fire and inspection contract amount being set at $298,132.

Please sign both copies of the addendum and return one of them to me. The second copy is for your records.

Please call me at 429-8517 if you have any questions.

Sincerely,

Don Rambow

Don Rambow
Finance Director
Enclosures

2019 ADDENDUM

Service charges for the year 2019, as determined from Section 6 of the contract, for White Bear Township shall be:

$ 283,182	Fire Services
14,950	Fire Inspection Services
298,132	Total
========	

CITY OF WHITE BEAR LAKE

Jo Emerson

Jo Emerson, Mayor

Attest:

Kara Coustry

Kara Coustry, City Clerk

WHITE BEAR TOWNSHIP

_____

It's Town Board Chair

Attest:

_____

It's Clerk

Dated: _____

2019 ADDENDUM

Service charges for the year 2019, as determined from Section 6 of the contract, for White Bear Township shall be:

$ 283,182	Fire Services
14,950	Fire Inspection Services
298,132	Total
========	

CITY OF WHITE BEAR LAKE

Jo Emerson

Jo Emerson, Mayor

Attest:

Kara Coustry

Kara Coustry, City Clerk

WHITE BEAR TOWNSHIP

_____

It's Town Board Chair

Attest:

_____

It's Clerk

Dated: _____

City of White Bear Lake
2019 Inspection Contract

Description		Costs
Inspector's hourly rate @ $42.60		88,600
Benefits @ 35%		31,000
Total inspector's costs		119,600
Distribution percentage		
Township	12.50%	14,950
Gem Lake	5.00%	5,980
White Bear Lake	82.50%	98,670
Total	100.00%	119,600

City of White Bear Lake
Exhibit A
2019 Fire Contract

(O) Fire Operations	870,085
Adjustments for Miscellaneous Equipment and other changes ($902,595-32,510)	
Net Operations	870,085
Capital Improvements:	
(E) Equipment - See attached schedule.	114,300
Total	984,385
(D) Dispatch	8,437
(A) Administration (5% of net operations)	43,505
Total Fire Cost	1,036,327
Adjustment for prior actual expenditures to budget for 2017	(52,627)
Net Fire Costs	983,700

Dispatch Cost Analysis

DISPATCHING COSTS		DISPATCH CALLS EST. 2019	
Budget	326,943	POLICE	27,500
		AMBULANCE	2,700
		FIRE	800
TOTAL	326,943	TOTAL	31,000
		FIRE DISPATCH COST : 2.6% OR	8,437

Cost Allocation

	2018/19 Total Tax Capacity	2017 Population
Township	16,421,321	10,951
Gem Lake	1,329,478	447
Birchwood	1,593,603	873
Dellwood	3,992,463	1,113
City	31,468,763	25,512
Total	54,805,628	38,896

	Contract Allocation		35% Property Valuation		65% Population	
	Cost	Percentage	Percentage	Cost Allocation	Percentage	Cost Allocation
Township	283,182	28.79	29.96	103,161	28.15	180,022
Gem Lake	15,700	1.60	2.43	8,352	1.15	7,348
Birchwood	24,362	2.48	2.91	10,011	2.24	14,351
Dellwood	43,378	4.41	7.28	25,081	2.86	18,296
City	617,078	62.73	57.42	197,690	65.59	419,388
Total	983,700	100.00	100.00	344,295	100.00	639,405

Organizational & Regular
Town Board Meeting
January 7, 2019

Agenda Number: **7D – Consent Agenda**

Subject: **Special Town Board Meeting** - Call a Special Town Board Meeting for Monday, January 14, 2019 Beginning @ 4:00 p.m. at Lucy's Burger's, 1190 County Road J, #700 to Attend a Retirement Gathering

Documentation: Public Notice

Action / Motion for Consideration:

Call a Special Town Board Meeting for Monday, January 14, 2019 Beginning @ 4:00 p.m. at Lucy's Burger's, 1190 County Road J, #700 to Attend a Retirement Gathering

Public Notice

Special
Town Board Meeting

Monday, January 14, 2019

Beginning at 4:00 p.m.

at Lucy's Burgers
1190 County Road J, Suite 700
White Bear Township MN 55127

- Bob Kermes Retirement Gathering

Organizational & Regular
Town Board Meeting
January 7, 2019

Agenda Number: **7E – Consent Agenda**

Subject: **Special Town Board Meeting –** Call a Special Town Board Meeting for Tuesday, January 15, 2019 Beginning @ 6:00 p.m. at the White Bear Lake City Council Chambers to Attend a Lake Level Meeting

Documentation: Public Notice

Action / Motion for Consideration:

Call a Special Town Board Meeting for Tuesday, January 15, 2019 Beginning @ 6:00 p.m. at the White Bear Lake City Council Chambers to Attend a Lake Level Meeting

Public Notice

Special
Town Board Meeting

Tuesday, January 15, 2019

Beginning at 6:00 p.m.

at White Bear Lake City Council Chambers
4701 Highway 61
White Bear Lake MN 55110

- Lake Level Meeting

Organizational & Regular
Town Board Meeting
January 7, 2019

Agenda Number: **7F – Consent Agenda**

Subject: **Speed Limit Sign Request** – Receive Roger Carlson's Request & Refer to Sheriff's Office for Review & Comment

Documentation: Roger Carlson Correspondence

Action / Motion for Consideration:

Receive Information / Discuss

Receive Roger Carlson's Request & Refer to Sheriff's Office for Review & Comment

TO: Patti Walstad
White Bear Township

RECEIVED
DEC 21 2018
TOWN OF WHITE BEAR

FROM: Roger Carlson
4165 Forest Court
White Bear Township, MN 55110-3957
(651) 395-1918

Per our phone conversation this morning (Thursday, 12/20/2018), I am submitting a written request for three speed limit signs on Arbor Drive. These speed limit signs should all read SPEED LIMIT 25. These signs would greatly enhance the three new STOP signs which have been placed at the corner of Arbor Drive and Hillaire. The speed limit signs should be placed as follows: One eastbound SPEED LIMIT 25 sign on Arbor Drive between Lakewood and Glen Oaks. (Note: There are already STOP signs at the corner of Lakewood and Arbor Drive.) One additional eastbound SPEED LIMIT 25 sign on Arbor Drive between Summit lane and Hillaire. One westbound SPEED LIMIT 25 sign in front of Phil Carpentier's house, where Arbor Drive attaches to County Road F. Most of the residents of this neighborhood already know about the problem of parked cars and kids playing in between them on Arbor Drive; however, it will only take one person trying to drive 35 m.p.h. to kill a child. Thanks.

Roger Carlson

Organizational & Regular
Town Board Meeting
January 7, 2019

Agenda Number: **7G – Consent Agenda**

Subject: **Bank Depository Designation** – Based on Staff Review & Recommendation Designate Institutions Outlined in the Staff Memo & Adopt Resolution Designating Persons to Handle Township Bank Accounts

Documentation: Finance Officer Memo / Resolution Designating Persons to Handle Bank Accounts

Action / Motion for Consideration:

As Recommended by the Town Finance Officer Designate US Bank White Bear Lake, 4700 Clark Avenue, White Bear Lake, Minnesota, as the Official depository for 2019.

As Recommended by the Town Finance Officer Designate the Following Institutions to Handle Township Funds:

RBC Wealth Management
601 Carlson Parkway, Suite 500
Minnetonka, MN 55305

4M Fund
PMA Financial Network, Inc.
5301 Kyler Avenue NE, 2nd Floor
Albertville, MN 55301

UBS Financial Services, Inc.
Advisor and Brokerage Services
681 East Lake Street, Suite 354
Wayzata, MN 55391

Lake Area Bank
1338 East Highway 96
White Bear Lake, MN 55109

Flagship Community Bank
1048 Meadowlands Drive
White Bear Township, MN 55110

North Star Bank
4661 Highway 61
White Bear Lake, MN 55110

First Resource Bank
1946 Washington Ave. S.
Stillwater, MN 55082

Bremer Bank
4800 White Bear Parkway
White Bear Lake, MN 55110

Adopt **Resolution Designating Persons to Handle Township Bank Accounts**

Ruzek Moves **McCune Seconds**

Minutes
Town Board Meeting
January 17, 2018

CONSENT AGENDA: Ruzek moved approval of the Consent Agenda as follows: 5A) Bank Depository Designation – Based on Staff Review & Recommendation Designate Institutions Outlined in the Staff Memo & Adopt Resolution Designating Persons to Handle Township Bank Accounts. Prudhon seconded. Ayes all.

Consideration of Designation of Town's Official Depository. (TK)

A. REFERENCE AND BACKGROUND:

US Bank White Bear Lake has been the Township's official depository since 2004. During 2007 the Township began utilizing a relationship that US Bank has with the 4M Fund whereby the US Bank account became a "sweep" account into the 4M Fund. This feature allows the checking account to be zeroed on a daily basis with any idle funds automatically transferred into the 4M Fund. Staff has been satisfied with US Bank's service and the relationship with the 4M Fund and therefore, it is staff's recommendation that the Town's official depository for 2019 be:

US Bank White Bear Lake
4700 Clark Avenue
White Bear Lake, MN 55110

In addition, the Town uses the following institutions for investment of the Town's idle funds for 2019:

RBC Wealth Management
601 Carlson Parkway, Suite 500
Minnetonka, MN 55305

4M Fund
PMA Financial Network, Inc.
5301 Kyler Avenue NE, 2nd Floor
Albertville, MN 55301

UBS Financial Services, Inc.
Advisor and Brokerage Services
681 East Lake Street, Suite 354
Wayzata, MN 55391

Lake Area Bank
1338 East Highway 96
White Bear Lake, MN 55109

Flagship Community Bank
1048 Meadowlands Drive
White Bear Township, MN 55110

North Star Bank
4661 Highway 61
White Bear Lake, MN 55110

First Resource Bank
1946 Washington Ave. S.
Stillwater, MN 55082

Bremer Bank
4800 White Bear Parkway
White Bear Lake, MN 55110

I include local banks on the list in order to take advantage of certificates of deposits (CD's) that local banks offer. While we do purchase CD's through the brokerage firms, these are generally CD's from banks that are located out-of-state. Local banks are currently not offering competitive rates, however we continue to watch for local opportunities. CD's purchased through local banks would be under the FDIC insured limit or sufficiently collateralized by the bank.

I would recommend the use of these firms and local area banks for the investment of idle funds for 2019. These firms and banks are aware of the Town's investment policy and have or will provide a Broker's Certification, which certifies they have read and will comply with that policy.

The Town's average interest rate is 2.848% and current yield is 2.393% on cash (money markets and checking) and investments of $9,980,386.30 as of October 31, 2018.

A1. **Budget Impact:** The only budget impact is the amount of interest earnings which is budgeted as an estimate based on last year's average cash balances and estimated interest rates.

A2. **Staff Workload Impact:** There would be no staff workloads over and above staff time already spent on this activity.

B. ALTERNATIVE ACTIONS:

1. Approve the institutions listed above as investment institutions for the Town and US Bank White Bear Lake as official depository for banking services for 2019.

2. Approve the institutions listed above as investment institutions for the Town and US Bank White Bear Lake as official depository for banking services for 2019 with some changes.

3. Do not approve the institutions listed above as investment institutions for the Town and US Bank White Bear Lake as official depository for banking services for 2019.

C. STAFF RECOMMENDATION:

Staff recommends approving the institutions listed above as investment institutions for the Town and US Bank White Bear Lake as official depository for banking services for 2019.

.

D. SUPPORTING DATA:

None.

EXTRACT OF MINUTES OF A MEETING OF THE TOWN BOARD OF THE TOWN OF WHITE BEAR, MINNESOTA, HELD ON JANUARY 7, 2019

Pursuant to due call and notice thereof, a Regular Meeting of the Town Board of the Town of White Bear, Minnesota, was duly held at Heritage Hall in said Town on January 7, 2019, at 7:00 p.m.

The following members were present: Prudhon, Ruzek, McCune; and the following members were absent: None.

Supervisor Ruzek introduced the following Resolution and moved its adoption:

RESOLUTION DESIGNATING PERSONS TO HANDLE TOWNSHIP BANK ACCOUNTS

WHEREAS, the Town Board must designate certain persons to sign the checks for the Township,

AND WHEREAS, the Town Board must also designate certain persons who are eligible to sign the bank account cards at various financial institutions,

AND WHEREAS, the Town Board must also designate certain persons who are eligible to wire transfer funds from one financial institution to another,

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF THE TOWN OF WHITE BEAR, MINNESOTA:

1. The Town Clerk is hereby authorized to sign all checks related to Township payroll and all other checks shall be signed by both the Town Board Chair and the Town Clerk. In the event of the absence of the Town Board Chair, the Town Board Vice-Chair shall be authorized to sign the checks.

2. The Town Clerk, Town Board Chair, Town Vice-Chair and Town Finance Officer are hereby authorized to sign the bank account cards at various financial institutions, on behalf of the Township.

3. The Town Clerk, Town Board Chair, and Town Finance Officer are hereby authorized to wire transfer funds from one financial institution to another, on behalf of the Township.

The motion for the adoption of the foregoing Resolution was duly seconded by Supervisor McCune, and the following voted in favor thereof: Prudhon, Ruzek, McCune; and the following voted against the same: None.

Whereupon said Resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
)
COUNTY OF RAMSEY) ss.
)
TOWN OF WHITE BEAR)

I, the undersigned, being the duly qualified and acting Clerk of the Town of White Bear, Minnesota, DO HEREBY CERTIFY, that I have carefully compared the attached and foregoing Extract of Minutes of a Regular meeting of the Town Board of the Town held on the 7th day of January, 2019, with the original on file in my office, and that the same is a full, true and complete transcript therefrom, insofar as the same relates to a Resolution relating to Township bank accounts.

WITNESS my hand as such Clerk and the Town Clerk's Seal this 7th day of January, 2019.

_____
TOWN CLERK, TOWN OF WHITE BEAR, MINN.

Organizational & Regular
Town Board Meeting
January 7, 2019

Agenda Number: **7H – Consent Agenda**

Subject: **Columbus Day** – Adopt Resolution Not Recognizing Columbus Day as a Holiday

Documentation: Resolution

Action / Motion for Consideration:

Adopt **Resolution Not Recognizing Columbus Day as a Holiday**

Ruzek Moves **McCune Seconds**

Minutes
Town Board Meeting
January 17, 2018

CONSENT AGENDA: Ruzek moved approval of the Consent Agenda as follows: 5B) Adopt Resolution Not Recognizing Columbus Day as a Holiday; Prudhon seconded. Ayes all.

EXTRACT OF MINUTES OF A MEETING OF THE TOWN BOARD OF THE TOWN OF WHITE BEAR, MINNESOTA, HELD ON JANUARY 7, 2019

Pursuant to due call and notice thereof, a Regular Meeting of the Town Board of the Town of White Bear, Minnesota, was duly held at Heritage Hall in said Town on January 7, 2019, at 7:00 p.m.

The following members were present: Prudhon, Ruzek, McCune; and the following members were absent: None.

Supervisor Ruzek introduced the following Resolution and moved its adoption:

RESOLUTION NOT RECOGNIZING COLUMBUS DAY AS A HOLIDAY

WHEREAS, Christopher Columbus Day (the second Monday in October), is a mandatory holiday,

AND WHEREAS, the Town Board has the option of designating Christopher Columbus Day as a holiday for White Bear Township,

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF THE TOWN OF WHITE BEAR, MINNESOTA:

That the Town Board of the Town of White Bear wishes to not recognize Christopher Columbus Day as a holiday.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF THE TOWN OF WHITE BEAR, MINNESOTA:

That the Town Board of the Town of White Bear wishes to not recognize Christopher Columbus Day as a holiday.

The motion for the adoption of the foregoing Resolution was duly seconded by Supervisor McCune, and upon vote being taken thereon, the following voted in favor thereof: Prudhon, Ruzek, McCune; and the following voted against the same: None.

Whereupon said Resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
)
COUNTY OF RAMSEY) ss.
)
TOWN OF WHITE BEAR)

I, the undersigned, being the duly qualified and acting Clerk of the Town of White Bear, Minnesota, DO HEREBY CERTIFY, that I have carefully compared the attached and foregoing Extract of Minutes of a Regular meeting of the Town Board of the Town held on the 7th day of January, 2019, with the original on file in my office, and that the same is a full, true and complete transcript therefrom, insofar as the same relates to a Resolution not recognizing Christopher Columbus Day as a holiday.

WITNESS my hand as such Clerk and the Town Clerk's Seal this 7th day of January, 2019.

_____
TOWN CLERK, TOWN OF WHITE BEAR, MINN.

Organizational & Regular
Town Board Meeting
January 7, 2019

Agenda Number: **7I – Consent Agenda**

Subject: **Friday After Thanksgiving** – Adopt Resolution Recognizing the Friday After Thanksgiving as a Holiday

Documentation: Resolution

Action / Motion for Consideration:

Adopt **Resolution Recognizing the Friday After Thanksgiving as a Holiday**

Ruzek Moves **McCune Seconds**

Minutes
Town Board Meeting
January 17, 2018

CONSENT AGENDA: Ruzek moved approval of the Consent Agenda as follows: 5C) Adopt Resolution Recognizing the Friday After Thanksgiving as a Holiday. Prudhon seconded. Ayes all.

EXTRACT OF MINUTES OF A MEETING OF THE TOWN BOARD OF THE TOWN OF WHITE BEAR, MINNESOTA, HELD ON JANUARY 7, 2019

Pursuant to due call and notice thereof, a Regular Meeting of the Town Board of the Town of White Bear, Minnesota, was duly held at Heritage Hall in said Town on January 7, 2019, at 7:00 p.m.

The following members were present: Prudhon, Ruzek, McCune; and the following members were absent: None.

Supervisor Ruzek introduced the following Resolution and moved its adoption:

RESOLUTION RECOGNIZING THE FRIDAY AFTER THANKSGIVING AS A HOLIDAY

WHEREAS, the Friday after Thanksgiving is not a mandatory holiday,

AND WHEREAS, the Town Board may recognize the Friday after Thanksgiving as a holiday,

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF THE TOWN OF WHITE BEAR MINNESOTA:

That the Town Board of the Town of White Bear hereby recognizes the Friday after Thanksgiving as a holiday.

The motion for the adoption of the foregoing Resolution was duly seconded by Supervisor McCune, and the following voted in favor thereof: Prudhon, Ruzek, McCune; and the following voted against the same: None.

Whereupon said Resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
)
COUNTY OF RAMSEY) ss.
)
TOWN OF WHITE BEAR)

I, the undersigned, being the duly qualified and acting Clerk of the Town of White Bear, Minnesota, DO HEREBY CERTIFY, that I have carefully compared the attached and foregoing Extract of Minutes of a Regular meeting of the Town Board of the Town held on the 7th day of January, 2019, with the original on file in my office, and that the same is a full, true and complete transcript therefrom, insofar as the same relates to a Resolution relating to Recognizing the Friday after Thanksgiving as a holiday.

WITNESS my hand as such Clerk and the Town Clerk's Seal this 7th day of January, 2019.

_____
TOWN CLERK, TOWN OF WHITE BEAR, MINN.

Organizational & Regular
Town Board Meeting
January 7, 2019

Agenda Number: **7J – Consent Agenda**

Subject: **I-35E Corridor** – Adopt Resolution to Participate in the I-35E Corridor Management Team for 2019

Documentation: Resolution

Action / Motion for Consideration:

Adopt **Resolution to Participate in the I-35E Corridor Management Team for 2019**

Ruzek Moves **McCune Seconds**

Minutes
Town Board Meeting
January 17, 2018

CONSENT AGENDA: Ruzek moved approval of the Consent Agenda as follows: 5D) Adopt Resolution to Participate in the I-35E Corridor Management Team for 2018. Prudhon seconded. Ayes all.

19-04

EXTRACT OF MINUTES OF A MEETING OF THE TOWN BOARD OF THE TOWN OF WHITE BEAR, MINNESOTA, HELD ON JANUARY 7, 2019

Pursuant to due call and notice thereof, a Regular Meeting of the Town Board of the Town of White Bear, Minnesota, was duly held at Heritage Hall in said Town on January 7, 2019, at 7:00 p.m.

The following members were present: Prudhon, Ruzek, McCune; and the following members were absent: None.

Supervisor Ruzek introduced the following Resolution and moved its adoption:

RESOLUTION TO PARTICIPATE IN THE I-35E CORRIDOR MANAGEMENT TEAM FOR 2019

WHEREAS, the Town of White Bear partially funded and participated in the multi-jurisdictional study of the I-35E Corridor, and the on-going Corridor Management Team;

AND WHEREAS, the Town of White Bear has committed to continue participating as a member in the I-35E Corridor Management Team;

AND WHEREAS, the Corridor Management Team will continue to monitor and advise regarding the ongoing balance of land use and transportation within the I-35E Corridor;

AND WHEREAS, continued consultant services may be needed to assist the Corridor Management Team through Corridor Management meeting attendance, from time to time;

AND WHEREAS, at such time that consulting services is advised to assist the Corridor Management Team, the consultant shall not proceed to charge for service without approval from the Corridor Management Team and the member Cities and Township;

AND WHEREAS, the Corridor Management Team has participated with local units of government including the Cities of Vadnais Heights, White Bear Lake, North Oaks, Gem Lake and White Bear Township;

AND WHEREAS, Minnesota Department of Transportation, Ramsey County and the Metropolitan Council have agreed to provide in-kind planning and technical services and project coordination through the course of the year;

NOW, THEREFORE, BE IT RESOLVED, That the Town of White Bear shall continue to participate in the Corridor Management Team during calendar year 2019.

The motion for the adoption of the foregoing Resolution was duly seconded by Supervisor McCune, and upon vote being taken thereon, the following voted in favor thereof: Prudhon, Ruzek, McCune; and the following voted against the same: None.

Whereupon said Resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
)
COUNTY OF RAMSEY) ss.
)
TOWN OF WHITE BEAR)

I, the undersigned, being the duly qualified and acting Clerk of the Town of White Bear, Minnesota, DO HEREBY CERTIFY, that I have carefully compared the attached and foregoing Extract of Minutes of a Regular meeting of the Town Board of the Town held on the 7th day of January, 2019, with the original on file in my office, and that the same is a full, true and complete transcript therefrom, insofar as the same relates to a Resolution relating to the I-35E Corridor Management Team.

WITNESS my hand as such Clerk and the Town Clerk's Seal this 7th day of January, 2019.

_____
TOWN CLERK, TOWN OF WHITE BEAR, MINN.

Organizational & Regular
Town Board Meeting
January 7, 2019

Agenda Number: **8 – Old Business**

Subject: **Town Parks Trash & Recycling Receptacles** – Receive Quotes & Approve Purchase

Documentation: Staff Memo w/ attachments

Action / Motion for Consideration:

Report at Meeting / Discuss

Based on Public Works Director Review & Recommendation Receive the Quotes & Approve the Quote from Kay Park Recreation in the Amount of $12,757.40 With $7,382.40 in Funding From the Park Improvement Fund & $5,375.00 From the SCORE Fund

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Minutes
Town Board Meeting
December 17, 2018

TOWN PARKS TRASH & RECYCLING RECEPTACLES – RECEIVE QUOTES & APPROVE PURCHASE: The Clerk reported that Public Works would like to continue the phased replacement of damaged trash and recycling receptacles with new receptacles at the Township's 25 parks. The Town currently has a mix of exposed concrete aggregate, recycle plastic, and expanded metal trash and recycling receptacles. If the Township moves forward the new receptacles will be surface mounted to a concrete pad base. Public Works will pour the base and mount the receptacles this coming spring/summer. Prudhon asked who empties the receptacles now and if the Town would move from a container to a dumpster if Republic could furnish the dumpster instead of the Town buying them. Ruzek noted that the contract with Republic would have to be looked at and if it is not in the contract it could be added.

Ruzek moved to refer the matter of Town parks trash and recycling receptacles to the Executive meeting to discuss with the Public Works Director for consideration and motion at a future Town Board Meeting. Prudhon seconded. Ayes all.

MEMORANDUM

Date: December 31, 2018

To: Town Board

From: Peter Tholen, Public Works Field Maintenance Supervisor; Dale Reed, Public Works Director

Re: Park trash and recycling receptacles purchase

Public Works would like to continue the phased replacement of damaged trash and recycling receptacles, with new receptacles, at the Township's 25 parks. The Township currently has a mix of exposed concrete aggregate, recycled plastic and expanded metal trash and recycling receptacles. The new receptacles will be surface mounted to a concrete pad base. Public Works will pour the base and mount the receptacles this coming spring/summer.

Quotes were requested from three vendors that supply the trash and recycle receptacles. Quotes were received from all three vendors. The lowest quote was from Kay Park Recreation for $12,757.40 with the second lowest from Kirby Built for $13,557.18, and from Barco Products $14,420.26. The proposed purchase is identified in the 2018-2027 Capital Improvement Plan.

Funding for the trash receptacle amount of $7,382.40 will be derived from the Parks Fund.The recycling receptacles will be funded by the Score Fund in the amount of $5,375.00 for a total expenditure of $12,757.40.

Town Board action is to accept the quotes for trash and recycling receptacles and approve the purchase from Kay Park Recreation for $12,757.40.

Patti Walstad

From: Leticia Flowers <LFlowers@barcoproducts.com>
Sent: Thursday, December 6, 2018 10:04 AM
To: Pete Tholen
Subject: 28 blue and green receptacles Barco Products: New Quote # QBP00097399-003

Barco Products

Hello, Peter Tholen

Thank you for your quote from Barco Products. You can check the status of your quote by logging into your account. If you have any questions about your quote please contact us at sales@barcoproducts.com or call us at 1-800-338-2697 7 a.m. to 5 p.m. CT, Monday through Friday
Your quote confirmation is below. Thank you again for your business.

Your quote #QBP00097399-003 (placed on December 6, 2018 9:52:19 AM CST)

Shipping Information:

Pete Tholen
White Bear Township
1283 HAMMOND RD
SAINT PAUL, Minnesota, 55110-5866
United States
T: 651-747-2776
F: 651-429-7829

Billing Information:

Lynette Olinger
White Bear Township
1281 HAMMOND RD
SAINT PAUL, Minnesota, 55110-5866
United States
T: 651-747-2776
F: 651-429-7829

Item	Sku	Qty	Subtotal
Supersaver Receptacle/ Dome Lid and Liner/ Blue *Select Lid Type* Dome Lid *Color Options* Blue 201	08SA2604-BL	12	$5,350.20
Supersaver Receptacle/ Dome Lid and Liner/ Green *Select Lid Type* Dome Lid *Color Options* Green 202	08SA2604-GN	16	$7,133.60
Receptacle Surface Mount Kit	08SA2606	28	$1,244.60
		Subtotal	$13,728.40
		Shipping & Handling	$691.86
		Grand Total	**$14,420.26**

Thank you, **Barco Products**

Kay Park Recreation

Making People Places, People Friendly Since 1954

Sales@kaypark.com; www.kaypark.com
1301 Pine Street
Janesville, IA 50647-1028
Phone: 800-553-2476; Fax: 319-987-2127

Sales Quote

Quote ID: 08201803MN
Quote Date: 08/20/2018
Date Printed: 12/06/2018
Prepared By: ROSTECK, LORRAINE

WHTBER

Quote To: WHITEBEAR TOWNSHIP
1281 HAMMOND
WHITEBEAR TOWNSHIP, MN 55110

Contact: PETE
Phone: 651-747-2761
Fax: 651-426-2258
E-Mail: PETE.THOLEN@WHITEBEARTOWNSHIP.ORG

BGHTB4
CITYOF

Ship To: WHITEBEAR TOWNSHIP
1281 HAMMOND
WHITEBEAR TOWNSHIP, MN 55110

Carrier: XPO
Payment Terms:

- [ ] 24 Hour Call Ahead
- [ ] Liftgate
- [ ] Residential Delivery

Item	Model and Description (Below)	Color Information (If Applicable)	List Price	Disc (%)	Net Price	Qty	Item Total
1.	132LRVPSMN LITTER RECEP. 31 GAL. , VP COATED EXPANDED METAL SURF MT BROWN		$359.00	10	$323.10	16	$5,169.60
2.	DLMP3255 DT4455 24" ID PLASTIC DOMED LID, FITS INSIDE 132LR, OVER 132LRVP & RLR2132		$99.00	10	$89.10	16	$1,425.60
3.	132LRVPSMB LITTER RECEP. 31 GAL. , VP COATED EXPANDED METAL SURF MT BLUE		$359.00	10	$323.10	12	$3,877.20
4.	DLMP3255 DT4455 24" ID PLASTIC DOMED LID, FITS INSIDE 132LR, OVER 132LRVP & RLR2132		$99.00	10	$89.10	12	$1,069.20
5.	CP32 PLASTIC CAN 32 GAL BLACK FOR 132LR (S-2750-00-159)		$34.00	10	$30.60	28	$856.80

Total Weight: 2828 Lbs.

Sub-Total:	**$12,398.40**
Shipping/Handling:	**$359.00**
Total Amount:	**$12,757.40**

- [x] **Freight charges do not include off loading unless liftgate is checked.**
- [x] **Freight charges may vary due to fuel surcharges.**
- [x] **Quote valid for 30 days.**
- [x] **Site preparation not included.**
- [x] **Assembly preparation not included.**

Patti Walstad

From: Kirby Built <info@kirbybuilt.com>
Sent: Thursday, December 6, 2018 10:45 AM
To: Pete Tholen
Subject: KirbyBuilt: New Quote # QKB00010446-002

KirbyBuilt

Hello, Peter Tholen

Thank you for your quote from KirbyBuilt. You can check the status of your quote by logging into your account. If you have any questions about your quote please contact us at info@kirbybuilt.com or call us at 1-866-965-4729 8 a.m. to 5 p.m. CT, Monday through Friday
Your quote confirmation is below. Thank you again for your business.

Your quote #QKB00010446-002 (placed on December 6, 2018 8:54:23 AM CST)

Shipping Information:

PETE THOLEN
WHITE BEAR TOWNSHIP
1283 HAMMOND RD
WHITE BEAR TOWNSHIP, Minnesota, 55110
United States
T: 651-747-2776
F: 651-429-7829

Billing Information:

Item	Sku	Qty	Subtotal
Supersaver Receptacle/ Dome Lid and Liner/ Blue *Select Lid Type* Dome Lid *Color Options* Blue 201	VIL5405BL	12	$5,866.20
Supersaver Receptacle/ Dome Lid and Liner/ Green *Select Lid Type* Dome Lid *Color Options* Green 202	VIL5405GN	16	$7,821.60
Receptacle Surface Mount Kit	VIL5408	28	$1,367.80
		Subtotal	$15,055.60
		Shipping & Handling	$759.92

Discount	-$2,258.34
Grand Total	**$13,557.18**

Thank you, **KirbyBuilt**

KirbyBuilt Quality Products | 222 State St. | Batavia, IL 60510 | United States

Organizational & Regular
Town Board Meeting
January 7, 2019

Agenda Number: **9 – Public Hearings**

Subject: **None**

Documentation:

Action / Motion for Consideration:

Organizational & Regular
Town Board Meeting
January 7, 2019

Agenda Number: **10A – New Business**

Town Engineer Item:

Subject: **Pavement Management Plan** - Accept & Approve the Pavement Management Booklet

Documentation: Town Engineer Correspondence

** Pavement Management Booklet Bound Separately

Action / Motion for Consideration:

Based on Town Engineer Review & Recommendation:

1) Accept & Approve the Pavement Management Booklet
2) At the Board's Discretion Direct Staff to Amend the Assessment Policy
3) At the Board's Discretion Direct the Town Engineer to Provide a Quote for Preparation of a Feasibility Report for 2019 Street Improvements

TKDA

444 Cedar Street, Suite 1500
Saint Paul, MN 55101
651.292.4400
tkda.com

January 2, 2019

Honorable Chairman and Town Board
White Bear Township
1281 Hammond Road
White Bear Township, MN 55110

Re: Pavement Management Booklet
White Bear Township, Minnesota
TKDA Project No. 16627.011

Dear Board Members:

A primary function of Township government is to provide safe yet economical local roadways to serve the public. The Town Board approved a study of Township roadways to understand the current condition of the roadway system as a whole and to determine appropriate next steps to manage these roadways. We have completed the study and have assembled the information within a document titled "Pavement Management Booklet" prepared for White Bear Township.

At the last Town Board Executive Meeting on December 28th 2018, we presented a draft Pavement Management Booklet. The Pavement Management Booklet provided the following information:

1. Executive Summary with Recommendations
2. General Pavement Management Background
3. Data Analysis and Maps of White Bear Township Streets
4. Improvement Costs
5. Funding Options
6. Communication Plan

The Town Board discussed the Pavement Management Booklet and provided the following comment and direction:

- Discussed funding challenges, but appreciated the information to move forward with strategic programming for street improvements
- Directed us to finalize the Pavement Management Booklet for Town Board consideration at the next Town Board meeting
- Directed us to provide a presentation of the findings at the next Town Board meeting
- Directed that the Assessment Policy be reviewed for consideration of amending the assessment rate
- Directed that the Annual Meeting include discussion of pavement management

An employee-owned company promoting affirmative action and equal opportunity.

We have finalized the Pavement Management Booklet (attached) and will present the findings of the report to the Town Board for acceptance and approval.

Approval of the Pavement Management Booklet does not obligate the Town Board to complete recommended improvements, but provides background data for consideration of roadways for possible improvement. This necessary first step provides the foundation for improvements to move forward. As roadways are selected for possible improvement, each project will be studied further and publicly vetted.

Recommendation:

1. Accept and approve the Pavement Management Booklet
    a. At the Board's discretion direct Staff to amend the assessment policy
    b. At the Board's discretion direct the Town Engineer to provide quote for feasibility engineering services for 2019 street improvements

As discussed in the Pavement Management Booklet, performing the right improvement at the right time provides the best value to the citizens of White Bear Township by maximizing the longevity of the costly initial investment. Please contact me with any questions on the Pavement Management Booklet.

Sincerely,

Larry Poppler, PE
Principal in Charge

Organizational & Regular
Town Board Meeting
January 7, 2019

Agenda Number: **10B – General Business**

Subject: **Code Enforcement Officer** - Discussion

Documentation: None

Action / Motion for Consideration:

Town Clerk Report at Meeting / Discuss

Organizational & Regular
Town Board Meeting
January 7, 2019

Agenda Number: **10C – General Business**

Subject: **Coal Tar/PAH's** - Discussion

Documentation: Pioneer Press Article

Action / Motion for Consideration:

Town Attorney Report at Meeting / Discuss

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TwinCities.com
THURSDAY
digitalfirst MEDIA
JANUARY 3, 2019
› CLASSIFIED, PAGES 6-7B

7 suburbs sue sealant makers

Products made with coal tar have polluted ponds, cities claim

By Josh Verges
jverges@pioneerpress.com

Seven suburban cities are suing the coal refiners behind a banned pavement sealant that state pollution officials say could cost more than $1 billion to clean out of Twin Cities ponds.

Minnesota in 2014 became the second state to ban the use or sale of sealants made with refined coal tar, which contains high levels of cancer-causing compounds called polycyclic aromatic hydrocarbons, or PAHs.

The sealants typically are applied to driveways and parking lots and are responsible for two-thirds of the PAHs found in retention ponds, according to the Minnesota Pollution Control Agency.

Cities periodically dredge their ponds, removing nutrients and sediment to protect downstream water quality and to guard against flooding. When they do so, they must test the material for PAHs.

Heavily contaminated sediment requires special disposal, which typically costs an additional $75,000 to $125,000 per pond.

With roughly 15,000 stormwater ponds in the seven-county metro area, the MPCA says, "conservative estimates suggest management costs may be measured in the billions of dollars for just these ponds."

The cities of White Bear Lake, Burnsville, Bloomington, Minnetonka, Eden Prairie, Maple Grove and Golden Valley have filed identical lawsuits since Friday in U.S. District Court against the companies that refine coal tar for use in pavement sealants: Koppers, Rain Carbon, Stella-Jones, Coopers Creek Chemical, Lone Star

SEALANT LAWSUITS, 10A

Nelson embraces her new role

Family's New Year's party ends in tragedy

Police: Two brothers found dead in home after shots are fired

By Sarah Horner
and Mara H. Gottfried
Pioneer Press

A family's annual potluck gathering on New Year's Day in White Bear Township ended with a man fatally shooting his brother before taking his own life.

Larry Klimek

Larry Klimek, 54, who was slain, had his two teenage children with him at his mother's house. One of the children called police after the shooting, according to their mother.

"They are doing as well as one would expect of kids who just lost their father," Sonya Zuker, mother of the 14-year-old girl and 16-year-old boy, said Wednesday.

CONTINUED FROM 1A

› Sealant lawsuits

Specialty Products and Ruetgers Canada.

They allege the manufacturers ignored risks to the environment to sell a defective product.

A competing sealant that uses oil-based tar works just as well, they say, and contains only a small amount of PAHs.

Edan Rotenberg, an attorney with the Super Law Group, an environmental law firm in New York working on the case, said the U.S. Geological Survey has been warning about the risks of coal-based sealant since 2005.

"You don't usually get that many red flags in a normal case," he said.

Major retailers have stopped selling the product, Rotenberg said, but it's still making its way onto private driveways in other states through smaller retailers or through independent contractors who go door-to-door.

From there, sealant particles wash into stormwater ponds through drains and sewers.

Golden Valley has found significant contamination from PAHs in about half the ponds it has dredged in recent years. Disposal in those cases cost three or four times that of a cleaner pond, city engineer Jeff Oliver said.

Burnsville has a local landfill that can handle PAH-contaminated material, so its problem ponds cost two to three times as much as a typical pond, public works director Ryan Peterson said.

Peterson said one out of every three or four ponds requires special disposal. The extra cost — roughly $75,000 per pond — prevents Burnsville from dredging all the ponds in its plan for a given year.

That means more algae-causing phosphorous and nitrogen enter nearby waterways, harming fish and other aquatic life.

White Bear Lake was the first Minnesota city to ban the sealant, in 2009, after four of the five ponds it tested were found to be contaminated with PAHs.

The city since has dredged just one of the PAH-laden ponds, packing the sludge into an on-site berm as an experimental alternative to the landfill.

City engineer Paul Kauppi said they've left the remaining ponds alone because of the high cost to remove and dispose of the material.

"The City is hopeful that alternative methods for disposal or other funding is available to complete this work when required," he said.

Most of the manufacturers did not respond to a request for comment Wednesday.

Pittsburgh-based Koppers said it "does not believe there is merit to these claims and intends to vigorously defend these matters."

CONTINUED FROM 1A

› Mitra Nelson

council and city workforce should reflect the demographics that make up the community."

Nelson, who rents in South St. Anthony Park, has been an advocate for fellow renters.

"I'm another perspective that I think is helpful right now," Nelson said when addressing a government and politics class at Hamline University in November. "In over half of the city's wards, over 50 percent of people rent. We need to be vigilant about displacement, gentrification."

Now 32, Nelson has been renting since college. She said the city's high cost of living has hindered homeownership rates.

"I've lived in every kind of living situation imaginable," Nelson said. "We are renting for longer and longer; we have limited access to home-

allowable building heights to preserve single-family housing, townhouses and duplexes along most of the avenue.

Nelson recently proposed allowing much of Marshall to be rezoned to allow for three-story apartment buildings.

"Who is trying to live in the neighborhood? (We need to consider) the impacts of exclusionary zoning on our climate, on the racial makeup of our neighborhoods," Nelson told the council on Oct. 17. "Think about the opportunity we have along Marshall to maximize transit. ... Think about young folks, people of color."

The council approved Nelson's rezoning changes, 6-1. Mike Sonn, a Macalester-Groveland resident, was appreciative.

"I hope the other council members see this as a compromise and not like she's pushing her agenda," Sonn said.

She might face pushback elsewhere. Last month, the campaign committee for Marshall Avenue resident Tar-

notes he "risk(ed) his career to speak out against the Trump Military Transgender Ban" in interviews with local media.

"He's not supportive of what Mitra did, of course, because there was a consensus that the neighborhood reached through the Union Park District Council. It took a couple years, and at the last moment Mitra amended it," said fellow Marshall Avenue resident Meline Juarez, Robertson-Bayless' campaign manager. "There was nothing in the amendment that said anything about affordability. I think he feels that the process was flawed."

PRO-$15 MINIMUM

A long-running debate on a $15 minimum wage ordinance also came to a head last year.

The city council recently approved a gradual citywide wage increase. Workers and employers, especially in the food-service realm, were split on the issue.

JOHN AUTEY / PIONEER PRESS

St. Paul City Council member Mitra Jalali Nelson speaks with Herb Tousley, left, and Adam Jarvi during a ribbon-cutting ceremony at New Studio Architecture in St. Paul last month.

without a whole other person able to earn income regularly."

She joined the six other council members in a unanimous approval of the increase, while acknowledging enforcement challenges and the obstacles the new ordinance poses for some immigrant-run businesses.

The St. Paul city budget, mortgages and down-payment assistance, help landlords make repairs to their properties — meanwhile keeping rent low — and subsidize construction of affordable units, among other things.

"I really feel like we passed a program that I could use as a resident and could change my life," Nelson said.

Nelson said she opposed the budget's addition of nine more police officers.

LOOKING AHEAD

Nelson will co-chair the U.S. census effort for 2020 within the city.

Nelson said she's been reaching out to community partners to make sure every St. Paul resident is represented in the census.

The results matter because federal dollars tend to follow growing populations.

"Historically, the fastest way to marginalize groups of people is just to insist that they're not there," Nelson said. "I feel very determined to make sure that doesn't happen and count everybody."

Nelson said she wants to continue emphasizing housing affordability, with her eye on some public-safety strategies and continuing a "wealth for all" platform.

She said she wants to focus on zoning policy as a way to

Organizational & Regular
Town Board Meeting
January 7, 2019

Agenda Number: **11 – 12 - 13 - 14**

Subject: Added Agenda Items

Open Time

Receipt of Agenda Materials & Supplements

Adjournment

Action / Motion for Consideration:

Added Agenda Items

Open Time

Receive All Agenda Materials & Supplements for Tonight's Meeting

Adjourn Meeting