WHITE BEAR TOWNSHIP

1281 HAMMOND ROAD
WHITE BEAR TOWNSHIP, MN 55110

1858
RAMSEY COUNTY
MINNESOTA

651-747-2750
FAX 651-426-2258
Email: wbt@whitebeartownship.org

AGENDA
PARK BOARD MEETING
JANUARY 17, 2019

1. **6:30 p.m.** Call Meeting to Order at Township Administrative Offices, 1281 Hammond Road.

2. Approve Agenda (Additions/Deletions).
3. Approve Minutes of December 20, 2018.

4. Township Day / Movie in the Park:
    a. Lisa Beecroft Contract

5. Rutherford Park – The Munch Bunch – Goat Grazing.

6. Polar Lakes Park:
    a. Fitness Court Survey/Grading Plan
    b. Restroom Location
    c. 2019 Outdoor Recreation Grant Program

7. West Ave – Handicap Access.

8. Stable Property Subdivision / Deer Meadow Park Trail Extension.

9. Brandlwood Park.

10. Kayak Rack Fee.

11. Public Works Director Report.

12. Added Agenda Items.
13. Adjournment.

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.

recycled paper

Park Board Meeting
January 17, 2019

Agenda Number: **1 – 2 - 3**

Subject: Call to Order at 6:30 p.m.
1281 Hammond Road

Approval of January 17, 2019 Agenda
Approval of December 20, 2018 Minutes

Documentation: January 17, 2019 Agenda
December 20, 2018 Minutes

Action / Motion for Consideration:

Approve January 17, 2019 Agenda
Approve December 20, 2019 Minutes

MINUTES
PARK BOARD MEETING
DECEMBER 20, 2018

The meeting was called to order at 6:30 p.m.

Present: Akenson, Josephson, Koster, Lombardi, Reeves; Town Board Liaison: Ruzek; Public Works Director: Reed; Planner: Riedesel.

Absent: Lee with notice.

APPROVAL OF AGENDA (Additions/Deletions): Koster moved approval of the agenda as submitted. Reeves seconded. Ayes all.

APPROVAL OF MINUTES OF NOVEMBER 15, 2018: Koster moved approval of the Minutes of November 15, 2018. Reeves seconded. Ayes all.

RUTHERFORD PARK- SAPUTO SHELTER: Saputo Corporation is proposing to provide grant funding for a bike shelter at Rutherford Park. A flat area in the park was considered but the location was not well received by some of the neighbors. A second potential area for the shelter has been discussed which seems possible. One neighbor was okay with it. The Planner will talk with the other neighbor close to the proposed location and get their feedback. A suggestion was presented relative to having the bike shelter at Bellaire Beach rather than at Rutherford Park. There is currently an older open sided shelter at the suggested location at Bellaire Beach. A question was asked if Saputo would be agreeable with the Bellaire Beach location. It was noted that there is good exposure for them there and there would be parking. It was the consensus that the Bellaire Park location be studied.

Josephson moved to explore the Bellaire Park location for a bike shelter. Akenson seconded. Ayes all.

POLAR LAKES PARK – FITNESS COURT LOCATION: Fitness Court: A fitness court has been suggested for Polar Lakes Park. A location for the fitness courts needs to be determined. The fitness court is proposed to be 38' x 38'. A $30,000 grant is available for installation of the court. Potential locations included: 1) At the southeast corner of the multi-use field which is flat and would not require a lot of grading work; 2) East of the amphitheater. This area is not as flat as the other area. Staff requested a proposal from TKDA to survey and provide a grading plan for this area. Staff has talked with the engineer about this location and a survey and grading plan is estimated to cost $2,000. A third site northeast of the playground area was also discussed. A restroom is also being considered in this location. There was discussion regarding the restroom and fitness court location. Staff noted that Capra Utilities was contacted for an estimate to provide a sewer line to the two restroom areas being considered. The site north of the soccer shelter is estimated to cost $16,500 to extend. The site northeast of the playground is estimated to cost $6,000.

Soccer Association Request: Ben Anderson, President of the Soccer Association, attended the meeting to provide input from the association regarding another soccer field and restroom facility. They would like to utilize the lower multi-field for soccer. He reported that with the collapse of the dome at the Vadnais Heights sports facility they are working with sponsors to help fund a domed soccer field. The Ramsey County Board will be meeting in January regarding

the Vadnais Heights dome. It was noted that there is a low spot in the southwest corner of the multi-use field, and would have to be filled and would require a retaining wall in order to increase the soccer field size. Ben Anderson stated that grading top to bottom is about 15' with the low spots a little deeper. He noted that he has been talking cost sharing with Town staff. They will come up with an estimate. Ben Anderson stated that with the use of the multi-use field there would be more control and games would be stacked between 5:00 p.m. – 10:00 p.m. He stated that they are fine with the proposed location of the restrooms adjacent to the administrative building but are also interested in extending sewer and water to the current shelter so they can improve their concession stand. Sewer would need to be extended for this use. They will offer to participate in funding the restrooms. It was noted that with the high cost for the restrooms maybe only one restroom should be considered rather than two.

Reeves moved to recommend the location just west of the administrative offices for the fitness court and to continue to work on restroom facility locations focusing on one site and not two sites. Akenson seconded. Ayes all.

Koster moved to recommend to the Town Board to authorize TKDA to put together a grading plan for the fitness court at a cost not to exceed $2,000. Reeves seconded. Ayes all.

KAYAK RACKS – SUMMIT LANE/BELLAIRE BEACH – REVIEW POLICY: The Park Board has been discussing adding a single kayak rack at the Summit Lane access and see how it goes. Placement of a kayak rack at Bellaire Beach could be considered after it is known if the Summit Lane rack is used. The Park Board recommended to the Town Board to authorize the purchase of a single free standing kayak rack, for 3 kayaks, at a cost of $220 for use at the Summit Lane access. The Town Board authorized the expenditure and placement of the kayak rack at the Summit Lane access at the December 17, 2018 Town Board Meeting.

Staff reviewed policies of other communities relative to kayak storage. Staff has developed a Kayak Storage Policy based on the Birchwood policy which was comprehensive. The intent of the policy is to allow the users of Summit Lane and Bellaire Beach the convenience of storing their kayak at these locations when not in use. The kayaks must be stored in racks, and must be properly licensed and registered with the Town. All kayaks must have a permit displayed on their watercraft in the form of a sticker obtained at the Town Offices. The cost of the permit is $20.00 (proposed) and must be purchased annually. Kayaks cannot be placed on the racks until a permit has been purchased and a slot assigned. The season officially opens May 1st and closes November 1st each year, with registration opening March 1st. Kayaks placed on the racks prior to May 1st and after November 1st and/or without a permit will be impounded at the owner's expense. There is a proposed fee of $50.00 for residents using the racks without a permit and a fee of $100.00 for all watercraft that must be removed by the Town due to lack of a permit or failure to remove a kayak prior to November 1st. To register a kayak for a slot, an application needs to be completed and delivered to the Town Offices with a $10.00 check to select a spot (first come, first serve).

Josephson moved to recommend to the Town Board to approve the Kayak Storage Policy with fees and placement of a sign on the rack. Koster seconded. Ayes all.

TOWNSHIP DAY: There was discussion regarding fundraising to help fund projects for Polar Lakes Park. It was suggested that staff talk with Lisa Beecroft regarding a fundraising project. It was noted that Lisa Beecroft may have ideas on community outreach. If she is interested and the Town Board approves, fundraising may be added to her contract.

Reeves moved to recommend to the Town Board to authorize staff to contact Lisa Beecroft regarding fundraising and to negotiate fundraising as part of her contract. Josephson seconded. Ayes all.

Reeves moved to recommend to the Town Board that work be started with Lisa Beecroft to define fund raising opportunities and to come back with a proposal. Koster seconded. Ayes all.

MOVIE IN THE PARK: It was the consensus to carry over the matter of Movie in the Park. The Park Board will continue to work with Lisa Beecroft regarding which night is best to schedule a move.

BRANDLWOOD PARK: Brandlwood Park is on the Town's improvement list for 2019. A budget of $80,000 was approved by the residents at the Annual Budget Meeting. Funding for the improvements is being transferred from the 2018 General Fund to the 2019 Park Improvement Fund. Improvements to the Bellaire Beach building in 2019 are also included in the transfer. Staff would like to see the following improvements to Brandlwood Park:

- Replace outdated equipment with new equipment recommended by the neighborhood. This equipment includes the spring riders, climbing structure, teeter totter and possibly the swing set. These structures are in the older part of the playground. The newer multi-use structure and climbing boulder should remain.
- Replace the same portion of the playground with engineered wood fiber. Approximate area (including replacing the existing wood fiber) 222 cubic yards. The estimated cost is $5,400.
- Replace the plastic border with concrete curbing. Estimate cost using current budget = 385' x $30/lineal foot = $11,550.00.
- Replace the 3 maple trees in the park. Consider replacing the 7 ash trees also. Figure $350.00 each for landscape quality trees.
- The in-ground benches should be replaced with new ones mounted on a slab. The cost estimated is approximately $2,000.
- The backhoe could be eliminated or kept. If the backhoe remains, the sand area around the backhoe should remain.

These costs should be deducted from the $80,000 budgeted for the park upgrade. If all of the above are replaced, the remaining budget is approximately $57,500.

It was the consensus to hold a neighborhood meeting as part of the February Park Board meeting to receive input from the neighbors regarding what they would like to see in the park. The meeting will be held at Heritage Hall.

EMERALD ASH BORER – BELLAIRE BEACH – TREE REPLACEMENT: Staff has reviewed the ash tree situation at Bellaire Beach. Several trees were found to be infested with an ash borer disease (but not EAB). Four trees were recently removed. The Park Board asked staff to provide a tree replacement plan for the park. The following is recommended by staff:

- Replace the trees which were recently cut with new overstory trees.
- Do not replace the two trees north of the storm pond. This open area is being considered for additional playground or other amenities.
- Reduce the number of trees between the parking lots (replace 2 of the 4 trees).
- Replace the additional ash trees with overstory trees when the ash trees are removed.

It was noted that the cost for a B&B overstory tree is approximately $300-$400, professionally planted.

It was suggested that nothing be done until it is determined where the Saputo bike shelter will go since Bellaire is being considered for placement of the shelter there.

PUBLIC WORKS DIRECTOR REPORT: The Public Works Director reviewed Park Projects as outlined in the Public Works Department Activity Report for November 2018. **Bellaire Beach House Rehabilitation:** The interior and exterior painting has been awarded to Fresh Paint and the work will be completed early next spring, pending weather. Plumbing improvements have been completed. Door and door frame replacements will be completed soon by Bredemus Hardware.

Tennis Courts: Court color coating quote was approved by the Town Board in August. Work will be completed in the spring of 2019. The gates have been locked in the interim to prevent bikes from using the court. **Trails:** The trails along White Bear Parkway, Hammond Road, Centerville Road, Otter Lake Road, Polar Lakes Park and Columbia park will be sealcoated in 2019. The Public Works Director is working on specifications for the project to be approved by the Town Board.

Koster moved to adjourn the meeting at 8:51 p.m. Akenson seconded. Ayes all.

Respectfully Submitted,

Joan J. Clemens
Recording Secretary

DRAFT

Park Board Meeting
January 17, 2019

Agenda Number: **4**

Subject: Township Day / Movie in the Park:
a. Lisa Beecroft Contract

Documentation: Proposed Contract

Action / Motion for Consideration:

Report at Meeting / Discuss

Minutes
Park Board Meeting
December 20, 2018

TOWNSHIP DAY: There was discussion regarding fundraising to help fund projects for Polar Lakes Park. It was suggested that staff talk with Lisa Beecroft regarding a fundraising project. It was noted that Lisa Beecroft may have ideas on community outreach. If she is interested and the Town Board approves, fundraising may be added to her contract.

Reeves moved to recommend to the Town Board to authorize staff to contact Lisa Beecroft regarding fundraising and to negotiate fundraising as part of her contract. Josephson seconded. Ayes all.

Reeves moved to recommend to the Town Board that work be started with Lisa Beecroft to define fund raising opportunities and to come back with a proposal. Koster seconded. Ayes all.

MOVIE IN THE PARK: It was the consensus to carry over the matter of Movie in the Park. The Park Board will continue to work with Lisa Beecroft regarding which night is best to schedule a move.

Patti Walstad

From: Tom Riedesel
Sent: Thursday, January 10, 2019 12:02 PM
To: Patti Walstad
Subject: FW: WBT Park Board Agenda - Township Day & Movies in the Park

-----Original Message-----
From: Lisa Beecroft [mailto:lisa.beecroft@me.com]
Sent: Thursday, January 10, 2019 11:58 AM
To: Tom Riedesel <Tom.Riedesel@whitebeartownship.org>
Subject: WBT Park Board Agenda - Township Day & Movies in the Park

Hi Tom,

Here is a draft of responsibilities and prices for my 2019 contract.

Movies in the Park - 2-4 movies, $350 per night
* Book movies/projection company
* Promotion print, WBP ads, web calendars, billboard, social media
* Schedule 2-4 nights (2nd Saturday, or adjustable depending on Monthly Host**)
* Lead contact for event, including being onsite at each movie - setup, movie and teardown
* Each month feature a local organization/student group as the monthly host to do performances/activities, help promote the movie to their audience and to sell concessions (I will provide tent/table). Magnuson has expressed interest in May, also contact baseball, soccer, WBL Music Boosters, WBL Ambassadors, theater/dance groups, local preschools, etc.

Township Day - $7,000
• Plan and hire entertainment (with Park Board approval) including kids activities, bands/sound, car show/bean bag tournament, petting zoo, Touch a Truck, etc. and any new activities (eg Bingo?) • Sell and manage vendor spaces • Procure sponsorships • Communicate event information and responsibilities to Board, vendors, sponsors, entertainers, etc.
• Plan festival logistics and layout
• Coordinate participation with Township, Fire Department, and Ramsey County Sheriff, WB Historical Society, etc.
* Work with Ramsey County Health Department
* Maintain records of contracts and contributors
* Maintain an event budget (working with the Park Board)
* Plan and execute marketing plan (working with Park Board)
* Schedule and coordinate event day volunteers
* On-site event coordination the day of the event
* Post-event follow-up and thank yous, event summary, and report to Park Board

Thank you! Lisa

Independent Contractor Agreement
Township Day

This Independent Contractor Agreement (the "Agreement") is entered into by and between the Town of White Bear hereinafter ("Town"), a governmental political subdivision of the State of Minnesota with its principal place of business at 1281 Hammond Road, White Bear Township, Minnesota 55110, and Lisa Beecroft hereinafter ("Beecroft"), an independent contractor residing at 4986 Campbell Avenue, White Bear Lake, Minnesota.

WHEREAS, the Town is desirous of contracting for the services of an Independent Contractor to coordinate the annual Township Day event of 2019 and Movies in the Park (2-4),

WHEREAS, Beecroft desires to enter into an Independent Contractor Agreement for Township Day of 2019 and Movies in the Park (2-4),

NOW, THEREFORE, it is agreed by and between the parties as follows:

1. Purpose of Contract.

a. Beecroft shall provide consultant services and serve as Director and coordinator of Township Day and Movies in the Park from May 2019 to October 2019.

2. Term of Contract.

a. The term of the Contract shall start May 2019 through October 2019.

3. Scope of Services.

Township Day:

Beecroft agrees to perform services as stated below. Beecroft will also present all ideas to the Park Board for their consideration, and at the direction of the Town, Beecroft agrees to be responsible for the complete operation of Township Day ~~and movie in the park (four)~~, which includes, but is not limited to the following:

- Plan and hire entertainment (with Park Board approval) including kids activities, bands/sound, car show/bean bag tournament, petting zoo, Touch a Truck, etc. and any new activities (eg Bingo?) • Sell and manage vendor spaces • Procure sponsorships • Communicate event information and responsibilities to Board, vendors, sponsors, entertainers, etc.
- Plan festival logistics and layout
- Coordinate participation with Township, Fire Department, and Ramsey County Sheriff, WB Historical Society, etc.
- Work with Ramsey County Health Department

- Maintain records of contracts and contributors
- Maintain an event budget (working with the Park Board)
- Plan and execute marketing plan (working with Park Board)
- Schedule and coordinate event day volunteers
- On-site event coordination the day of the event
- Post-event follow-up and thank you's, event summary, and report to Park Board

- ~~Hiring entertainment: musical and entertainment the Park Board approves~~
- ~~Selling Vendor Space~~
- ~~Procuring Sponsorships~~
- ~~Communication responsibilities to Board, Vendors, Sponsors etc.~~
- ~~Helping with Festival Layout~~
- ~~Coordinate participation with Township, Fire Department, and Ramsey County Sheriff~~
- ~~Notify Ramsey County Health Department in regard to food vendors~~
- ~~Maintain records of contracts and contributors~~
- ~~Maintain an event budget working with the Park Board~~
- ~~Work with the Park Board to plan and execute a Marketing Plan to appropriately promote the event~~
- ~~To ensure success I request access to past vendor and entertainment contact lists, promotional and communication files, contracts and budget information.~~
- ~~On site during the event to organize the event~~

Movies in the Park:

Beecroft agrees to perform services as stated below. Beecroft will also present all ideas to the Park Board for their consideration, and at the direction of the Town, Beecroft agrees to be responsible for the complete operation of the Movies in the Park (2-4) which includes, but is not limited to the following:

- Book movies/projection company
- Movie selection shall be recommended by the Park Board, with the final selection made by Beecroft with staff approval.
- Promotion print, WBP ads, web calendars, billboard, social media
- Schedule 2-4 nights (2nd Saturday, or adjustable depending on Monthly Host**)
- Lead contact for event, including being onsite at each movie - setup, movie and teardown
- Each month feature a local organization/student group as the monthly host to do performances/activities, help promote the movie to their audience and to sell concessions (I will provide tent/table). Magnuson has expressed interest in May, also contact baseball, soccer, WBL Music Boosters, WBL Ambassadors, theater/dance groups, local preschools, etc.

It is hereby understood that any contract with third parties for the matters set out in this Section 3 will not be effective until approved by the Town Board.

4. Compensation.

Township Day Director/Coordinator:

In consideration for the above-described services, the Town shall pay Beecroft a set fee of ~~Six~~ Seven Thousand ($7,000.00) Dollars in the following installments:

a. $1,000.00 due on the first of each month from ~~May~~ April 2019 through October 2019.

Movie in the Park:

In consideration for the above-described services, the Town shall pay Beecroft a set fee of Three Hundred Fifty ($350.00) Dollars per night for each Movie in the Park.

5. Independent Contractor Relationship.

a. No Agency Relationship. Beecroft agrees to perform the services pursuant to this Agreement solely as an independent contractor. This Agreement does not create any actual or apparent agency, partnership, franchise, or employer and employee relationship between the parties. Beecroft is not authorized to enter into or commit the Town to any agreements and shall not represent or hold herself out as an employee agent with legal authority to bind the Town.

b. No Benefits. Beecroft shall not be entitled to participate in any of the Town's employee benefits, including without limitation any health or retirement plans. Beecroft shall not be entitled to any remuneration, benefits, or expenses other than those specifically provided for in this Agreement.

c. No Taxes. The Town shall not be liable for federal, state, and local taxes, workers' compensation, unemployment insurance, employer's liability, employer's FICA, social security, withholding tax, or any other taxes or withholding for or on behalf of Beecroft in performing the services under this Agreement. All such costs shall be the sole responsibility of Beecroft.

6. Proprietary Rights.

a. Beecroft acknowledges that she has no right to or interest in her work or product resulting from the services performed hereunder, or any of the documents, reports, or other materials created by Beecroft in connection

with said services, nor any right to or interest in any copyright herein. Beecroft acknowledges that the services and the products thereof have been specially commissioned or ordered by the Town as "works made-for-hire" as that term is used in the Copyright Law of the United States, and that the Town is therefore to be deemed the author of and is the owner of all copyrights in and to such materials.

b. In the event that the materials, or any portion thereof, are for any reason deemed not to have been works made-for-hire, the Independent Contractor hereby assigns to the Town any and all right, title and interest she may have in and to such materials, including all copyrights, all publishing rights, and all rights to use, reproduce, and otherwise exploit the materials in any and all formats or media and all channels, whether now known or hereafter created. Beecroft expressly agrees to execute such instruments as the Town may from time to time deem necessary or desirable to evidence, establish, maintain and protect the Town's ownership and all other rights, title and interest therein.

c. All proceeds or fees received by Beecroft relating to the operation of Township Day and/or Movie in the Park (including but not limited to, selling of vendor space and procuring sponsorships) shall be the property of the Township.

7. Non-Discrimination.

a. Beecroft agrees that during the life of the contract, Beecroft will not, within the State of Minnesota, discriminate against any employee or applicant for employment because of race, color, creed, national origin or ancestry, or sex, and will include a similar provision in all subcontracts entered into for the performance thereof. The contract may be cancelled or terminated by the Town and all money due or to become due may be forfeited for a second or subsequent violation of the terms or conditions of this Paragraph. This paragraph is inserted in the Contract to comply with the provisions of Minnesota Statutes, 181.59.

8. Indemnification.

a. Beecroft agrees to indemnify and hold harmless the Town, its agents, officers, and employees from any and all claims, causes or action, liabilities, losses, damages, costs, expenses, including reasonable attorneys' fees, suits, demands and judgments of any nature because of bodily injury to or death of any person or persons and/or because of damages to property of Beecroft or others, including loss of use from any cause whatsoever, including copyright claims, which may be asserted against the Town on account of any act or omission, including negligence of Beecroft, or Beecroft's employees or agents in connection with Beecroft's performance of this Contract. Beecroft agrees to defend any action brought against the

Town on any such matter, and to pay and satisfy any judgment entered thereof, together with all cost and expenses incurred in connection therewith. The Town shall in no way be liable for any claims or charges incurred by Beecroft in the performance of this Contract.

b. The Town agrees to indemnify and hold harmless Beecroft, her agents, officers, and employees from any and all claims, causes or action, liabilities, losses, damages, costs, expenses, including reasonable attorneys' fees, suits, demands and judgments of any nature because of bodily injury to or death of any person or persons and/or because of damages to property of the Town or others, including loss of use from any cause whatsoever, including copyright claims, which may be asserted against Beecroft on account of any act or omission, including negligence of the Town, or the Town's employees or agents in connection with the Town's performance of this Contract. The Town agrees to defend any action brought against Beecroft on any such matter, and to pay and satisfy any judgment entered thereof, together with all cost and expenses incurred in connection therewith. Beecroft shall in no way be liable for any claims or charges incurred by the Town in the performance of this Contract.

9. Termination.

a. It is understood the essence of this Contract is high quality service to those whom frequent Township Day. As such, if the Town determines that Beecroft is in breach of any provision of this Contract, written notice will be sent to Beecroft allowing her thirty (30) days to comply. Upon failure by Beecroft to comply with the Contract by the end of the thirty (30) day period, the Town will terminate the Contract and shall be released of its obligations.

b. Upon any failure of Beecroft to fulfill any of the provisions of the Contract, the Town shall be authorized to hire services and equipment, or assign the Town employees and equipment, as may be necessary to do such work, and the cost of such expenses thereof may be charged and deducted from any monies due the Contract.

10. Notice.

a. Except as otherwise herein provided, all notices required to be served by either party on the other, shall be placed in writing and forwarded by certified mail to the principal office of the party to which notice is given, as follows:

To the Town:	To Beecroft:
Town of White Bear Clerk-Treasurer 1281 Hammond Road	Lisa Beecroft 4986 Campbell Avenue White Bear Lake, MN 55110

White Bear Township MN 55110

11. General Terms.

a. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.

b. Entire Agreement. This Agreement represents the entire Agreement between the parties and may not be amended, changed, or supplemented in any way except by written agreement signed by both parties.

c. Severability. Should any provision of this Agreement be determined to be unenforceable or illegal, the validity of the remaining provisions shall not be affected.

Dated: _____, 2019.

Town of White Bear

By: _____
ED M. PRUDHON, Chair

Attest:

By: _____
PATRICK CHRISTOPHERSON,
Clerk-Treasurer

Dated: _____, 2019.

_____
LISA BEECROFT
Independent Contractor

WHITE BEAR TOWNSHIP

Park Board Meeting
January 17, 2019

Agenda Number: **5**

Subject: Rutherford Park – The Munch Bunch – Goat Grazing

Documentation: **Proposal**

Action / Motion for Consideration:

Report at Meeting / Discuss

Minutes
Park Board Meeting
December 20, 2018

RUTHERFORD PARK- SAPUTO SHELTER: Saputo Corporation is proposing to provide grant funding for a bike shelter at Rutherford Park. A flat area in the park was considered but the location was not well received by some of the neighbors. A second potential area for the shelter has been discussed which seems possible. One neighbor was okay with it. The Planner will talk with the other neighbor close to the proposed location and get their feedback. A suggestion was presented relative to having the bike shelter at Bellaire Beach rather than at Rutherford Park. There is currently an older open sided shelter at the suggested location at Bellaire Beach. A question was asked if Saputo would be agreeable with the Bellaire Beach location. It was noted that there is good exposure for them there and there would be parking. It was the consensus that the Bellaire Park location be studied.

Josephson moved to explore the Bellaire Park location for a bike shelter. Akenson seconded. Ayes all.

Patti Walstad

From: Tom Riedesel
Sent: Thursday, January 10, 2019 11:49 AM
To: Patti Walstad
Subject: FW: Goat Grazing Plan for Rutherford Park
Attachments: Rutherford Park Quote 0215.pdf; Rutherford Park Quote 0214.pdf; Rutherford Park Goat GrazingPlan.pdf

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From: Igo, John [mailto:john.igo@medtronic.com]
Sent: Thursday, January 10, 2019 9:47 AM
To: Tom Riedesel <Tom.Riedesel@whitebeartownship.org>
Subject: FW: Goat Grazing Plan for Rutherford Park

Hi Tom,
Happy New year! Sorry that I have not made it to the last two park board meetings.
I plan to make it to the meeting next Thursday.

I have been working with Allysse Sorensen with "The Munch Bunch" to get a quote on how much it would cost to implement a Goat Grazing plan for Rutherford park.
Attached is the quote and plan she is recommending. While the number might seem high, I think if you take into consideration how much Comstock quoted for a one time herbicide application,
It is reasonable. There would be no assistance required from the park maintenance staff to complete the project.
I would also be willing to solicit donations from the surrounding neighbors to help supplement the cost if needed.

I think the Township would receive a lot of good press on this project because you are looking at ways to limit any contamination of the lake water.

It would be great if you could discuss with the rest of the board members the possibility of piloting such a program at Rutherford Park.

Allysse is will to come to a park board meeting to give a presentation and answer any questions.

Here is their website http://www.munchbunchgoats.com/

Thank you for taking this under consideration!

John

John Igo
Facility Manager | Global Facilities Operations

Medtronic
7000 Central Ave | Fridley, MN 55432 | USA
Cell 612.282.0435

john.igo@medtronic.com
medtronic.com | Facebook | LinkedIn | Twitter | YouTube

LET'S TAKE HEALTHCARE

FURTHER, TOGETHER

This message has been marked as Medtronic Controlled

From: The Munch Bunch <info@munchbunchgoats.com>
Sent: Wednesday, January 09, 2019 4:25 PM
To: Igo, John <john.igo@medtronic.com>
Subject: [EXTERNAL] Goat Grazing Plan for Rutherford Park

Hi John,

Here are the quotes for the two areas of Rutherford park. I think it's a great project and will definitely enhance the views of the lake!

Please let me know if you have any questions on the plan or the quote. I am happy to give a presentation. After March 9th we like to start working on our waiting list and so it would be great if we could have a sense of whether this is a project for this year or not by then.

Thanks a bunch!

Allysse Sorensen
Chief Executive Herder
The Munch Bunch
651-964-2620

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The Munch Bunch
2766 285th Avenue
Saint Croix Falls, WI 54024
651-964-2620
info@munchbunchgoats.com
http://munchbunchgoats.com

To:
White Bear Township
1281 Hammond Road
White Bear Township, MN 55110

Estimate #	0215
Prepared Date	January 9, 2019
Expiration Date	March 8, 2019
Estimate Total	**USD $1,710.00**

Description	Rate	Quantity	Tax	Line Total
Per acre fees (half acre increments)	$510.00	1		$510.00
Per acre fees (half acre increments)	$510.00	1		$510.00
Special site consideration charge: Long distance chute movement/trailering	$690.00	1		$690.00
	Estimate Total			**USD $1,710.00**

Estimate Notes:

This quote is for two defoliations (industry term "grazings") of parcel numbers 123022410070 and 123022410064 in the 2019 season to occur between April and November with a minimum of 3 weeks between defoliations. This quote must be modified to include base rates and public set up fees if quote 0214 is not accepted.

The Munch Bunch
2766 285th Avenue
Saint Croix Falls, WI 54024
651-964-2620
info@munchbunchgoats.com
http://munchbunchgoats.com

To:
White Bear Township
1281 Hammond Road
White Bear Township, MN 55110

Estimate #	0214
Prepared Date	January 9, 2019
Expiration Date	March 9, 2019
Estimate Total	**USD $4,980.00**

Description	Rate	Quantity	Tax	Line Total
Munching Service	$1,365.00	1		$1,365.00
Public Setup Charge	$1,220.00	1		$1,220.00
Per acre fees (half acre increments)	$510.00	1.5		$765.00
Second Munching	$865.00	1		$865.00
Per acre fees (half acre increments)	$510.00	1.5		$765.00
	Estimate Total			**USD $4,980.00**

Estimate Notes:

This quote is for two defoliations (industry term "grazings") of parcel number 123022410072 in the 2019 season to occur between April and November with a minimum of 3 weeks between defoliations.

GOAT GRAZING PLAN FOR:

Rutherford Park
White Bear Township

Prepared January 9, 2019 by The Munch Bunch, LLC

ABOUT THE MANAGEMENT PLAN

Goat grazing was a practice used in previous eras for brush management but has re-emerged more recently for the management of invasive plant species in both public and private lands. The goats defoliate the understory, up to about 5-7' tall. Buckthorn seeds consumed by goats are not passed through or spread, as they are destroyed in the rumen. Goats are the most environmentally-friendly way to handle invasive plant species.

Studies show that using goats is an effective method of controlling and, through repeated grazings, eradication. The best practice is to utilize goats in the affected areas twice during the warm season, with repeated grazings in subsequent years to be determined after evaluation of progress.

No management of the goats is neccessary by any town staff. All set up and management is done by the Munch Bunch team. White Bear Township is welcome to use the project for public relations and demonstation and the Munch Bunch team can be on site for any media coverage. Special consideration will be taken for proximity to highway 96 which will involve closer monitoring and a higher site to goat ratio. Completing the project in a shorter duration will minimize risks and give the same result.

GOAT GRAZING PLAN

PROJECT DETAILS

GOATS

- A team of 30-40 goats will work on the project
- A list of goats including USDA identification numbers and photos will be provided
- The project duration is expected to be 2-5 days each grazing

HERDERS

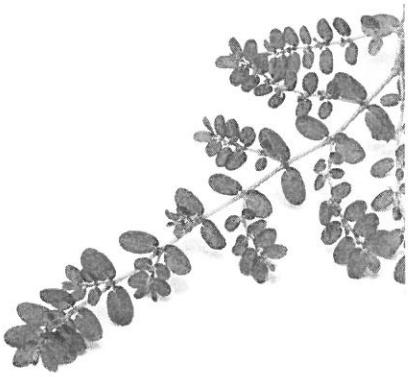
- Set up electric net fencing
- Monitor goats, fencing, and defoliation progress several times a day
- Provide water, minerals, and all other equipment

PUBLIC COMMUNICATION

- Professional signage to share about the goats' work
- Fence warning signs placed along fences every 12 feet

MISCELLANEOUS

- Solar fence energizers will be used when available
- A designated phone number reaches several individuals for urgent issues
- A camera or tracking device may be used on site to monitor progress
- Commercial liability insurance will be provided



PREVIOUS WORK

The City of Saint Paul	*Hidden Falls Regional Park*	2.5 acres	2017
Wisconsin Department of Natural Resources	*Governor Knowles State Forest*	11 acres	2017 - 2018
The Science Museum of Minnesota	*Warner Nature Center, St. Croix Watershed Research Station*	12 acres	2018
The City of Hudson	*Prospect Park*	16 acres	2018
Bethel University	*Seminary Hill*	8 acres	2018
City of Oak Park Heights	*Valley View Park*	1.5 acres	2018

MEDIA ATTENTION

- Pioneer Press, "Meet the goats and humans fighting invasive plants, one munch at a time", *July 5, 2018*
- Kare11, "Inventures: Goats put bite in The Munch Bunch", air date *October 28, 2017*
- Hudson Star Observer, "Eating machines: Proposal could allow goats to groom yards in Hudson", *July 9, 2017*
- The Country Today, "Goats on the go: The Munch Bunch gives property owners a natural alternative for clearing invasive plants", *June 2017*
- Graze Magazine, "Getting paid to graze: how two meat goat operations built businesses based on clearing land", *November 2016*

Park Board Meeting
January 17, 2019

Agenda Number: 6

Subject: Polar Lakes Park:
a. Fitness Court Survey/Grading Plan
b. Restroom Location
c. 2019 Outdoor Recreation Grant Program

Documentation:

Action / Motion for Consideration:

Report at Meeting / Discuss

Minutes
Park Board Meeting
December 20, 2018

POLAR LAKES PARK – FITNESS COURT LOCATION: Fitness Court: A fitness court has been suggested for Polar Lakes Park. A location for the fitness courts needs to be determined. The fitness court is proposed to be 38' x 38'. A $30,000 grant is available for installation of the court. Potential locations included: 1) At the southeast corner of the multi-use field which is flat and would not require a lot of grading work; 2) East of the amphitheater. This area is not as flat as the other area. Staff requested a proposal from TKDA to survey and provide a grading plan for this area. Staff has talked with the engineer about this location and a survey and grading plan is estimated to cost $2,000. A third site northeast of the playground area was also discussed. A restroom is also being considered in this location. There was discussion regarding the restroom and fitness court location. Staff noted that Capra Utilities was contacted for an estimate to provide a sewer line to the two restroom areas being considered. The site north of the soccer shelter is estimated to cost $16,500 to extend. The site northeast of the playground is estimated to cost $6,000.

Soccer Association Request: Ben Anderson, President of the Soccer Association, attended the meeting to provide input from the association regarding another soccer field and restroom facility. They would like to utilize the lower multi-field for soccer. He reported that with the collapse of the dome at the Vadnais Heights sports facility they are working with sponsors to help fund a domed soccer field. The Ramsey County Board will be meeting in January regarding the Vadnais Heights dome. It was noted that there is a low spot in the southwest corner of the multi-use field, and would have to be filled and would require a retaining wall in order to increase the soccer field size. Ben Anderson stated that grading top to bottom is about 15' with the low spots a little deeper. He noted that he has been talking

cost sharing with Town staff. They will come up with an estimate. Ben Anderson stated that with the use of the multi-use field there would be more control and games would be stacked between 5:00 p.m. – 10:00 p.m. He stated that they are fine with the proposed location of the restrooms adjacent to the administrative building but are also interested in extending sewer and water to the current shelter so they can improve their concession stand. Sewer would need to be extended for this use. They will offer to participate in funding the restrooms. It was noted that with the high cost for the restrooms maybe only one restroom should be considered rather than two.

Reeves moved to recommend the location just west of the administrative offices for the fitness court and to continue to work on restroom facility locations focusing on one site and not two sites. Akenson seconded. Ayes all.

Koster moved to recommend to the Town Board to authorize TKDA to put together a grading plan for the fitness court at a cost not to exceed $2,000. Reeves seconded. Ayes all.

Outdoor Recreation Grant Program

2019 Program Manual

DEPARTMENT OF NATURAL RESOURCES

OR October 2018

I. PROGRAM INFORMATION

Funding
Grant Awards and Match Requirements
Eligible Applicants
Eligible Projects
Eligible Recreation Facilities
Eligible Recreation Support Facilities
Ineligible Facilities and Costs

II. THE APPLICATION PROCESS

Appraisal Requirements
Competitive Review and Selection Process
Award of Funds
Grants and Public Information

III. PROGRAM REQUIREMENTS

Land Retention Requirements
Native Restoration Requirements
Review for Potential Impact on Historical/Archeological Resources
Water Permits
Campground Plan Approval
Reporting Requirements
Monitoring Requirement
Conflict of Interest
Closeout Procedures
Acknowledgment Sign
Availability to Users

IV. CONTACT INFORMATION

I. PROGRAM INFORMATION

The Outdoor Recreation Grant Program assists local governments in acquiring parkland and developing or redeveloping outdoor recreation facilities. Applications must be submitted by March 29, 2019 to be eligible for funding assistance for the current year. Applicants are eligible to receive more than one grant provided they are unique parks.

FUNDING

The program finances projects using federal funds through the Land and Water Conservation Fund (LAWCON). Historically, some state dollars authorized by the Minnesota State Legislature have been available. Available funding will be at least 1 million, possibly over 2 million. Final amounts available will not be known until after the application deadline.

GRANT AWARDS AND MATCH REQUIREMENTS

Grants are reimbursed up to 50 percent of the total eligible costs. The remaining 50 percent "local share" can consist of cash or the value of materials, labor and equipment usage provided by the local sponsor or by local donations or any combination thereof. Volunteer unskilled labor is valued, for this grant program, at $9.00 per hour. The minimum grant award is $10,000 and the maximum grant award is $250,000.

Costs must be incurred and paid for before reimbursement can be made. Grant agreements generally expire within 24 months and projects must be completed by then.

ELIGIBLE APPLICANTS:

Cities, counties, and townships.

Note: The applicant must be the current or intended owner and manager of the property to be acquired or developed. Multi-organization collaboration is not required for this program.

ELIGIBLE PROJECTS:

- Acquisition of land for future development of outdoor recreation facilities. Public access, including parking, must be provided within 1 year. Recreation facilities must be developed within three years from the date of acquisition.
- Development, redevelopment or rehabilitation of outdoor recreation facilities on land owned by the applicant.
- A combination of land acquisition and development, redevelopment or rehabilitation of outdoor recreation facilities.

ELIGIBLE RECREATION FACILITIES:

One or more of the following major recreation facilities must be included in a proposed project.

- Boat/Canoe Access Sites
- Campgrounds
- Fishing Piers/Shore Fishing Areas
- Skating Rinks/Parks
- Nature Study/Observation Areas
- Picnic Shelters
- Playgrounds
- Sports Fields and Courts
- Swimming Beaches and Outdoor Pools
- Splash Parks
- Trails (non-motorized internal park trails)

ELIGIBLE RECREATION SUPPORT FACILITIES:

The following facilities are also eligible for funding as part of a grant application that contains at least one facility from the eligible recreation facilities list above.

- Change Houses, Restrooms, Shower Buildings and Warming Houses
- Fencing, Lighting and Signs
- Landscaping and Natural Area Restoration
- Park Roads and Parking Areas (may not exceed 40% of the total project cost)
- Fixed park furnishings such as Seats, Drinking Fountains, Grills, Picnic Tables, Trash Receptacles and Fire Pits
- Walkways

INELIGIBLE FACILITIES AND COSTS:

Ineligible facilities or costs are those items that cannot be funded with an Outdoor Recreation Grant or included as part of the local match requirement. The following list includes common types of ineligible facilities. A determination of eligibility will be made by the Department of Natural Resources.

- Costs incurred before the grant contract start date
- Administrative Expenses, Contingency Allowance, Legal Fees
- Design and Engineering in excess of 10% of the Total Construction Cost.
- Concession-only Buildings
- Decorative Fountains, Statues and Plaques
- Dredging, Water Impoundments and Dams
- Facilities not available for general public use
- Golf Courses, Shooting Ranges
- Indoor Recreational Facilities (i.e.: ice arenas, enclosed swimming pools, etc.)
- Acquisition of land already in public ownership
- Motorized Trails
- Non-Permanent Skate Park Ramps, Press Boxes
- Sewer to Campsites

II. THE APPLICATION PROCESS

The application is available to download from the Outdoor Recreation Grant Program web page. We urge applicants to begin the application process early in order to allow time to complete application requirements such as obtaining community involvement and completion of appraisals.

Completed applications are to be submitted electronically in a ".pdf" format by March 29, 2019 using the instructions in the application form. Staff members are available to discuss your project or review application materials. You are encouraged to submit any draft application or materials by March 8th if you would like staff to provide comments.

APPRAISAL REQUIREMENTS

The application must include an appraisal report by a general real property appraiser licensed by the State of MN and meet the Uniform Appraisal Standards for Federal Land Acquisition (UASFLA). The appraisal must include the DNR and the National Park Service as intended users and the landowner or designated representative must be given an opportunity to accompany the appraiser during the inspection of the property. Appraisals must have an effective date within 13 months of the application deadline.

If your application is selected for funding, you may be required to submit a technical review of the appraisal report conducted by an appraiser who is not associated with the original appraiser and who is qualified to perform technical reviews under the UASFLA and 49 CFR Part 24.104 See UASFLA Section C-1 for further guidance on technical reviews.

COMPETITIVE REVIEW AND SELECTION PROCESS

The program is competitive and requires a review and selection process to make funding determinations and awards. The review and selection process will take place after March 30, and funding announcements will be made in summer. Incomplete applications or applications received after the deadline will not be eligible for funding consideration. Program staff will review applications and, if necessary, a site visit will be conducted.

MINNESOTA'S 2014-2018 STATE COMPREHENSIVE OUTDOOR RECREATION PLAN

The 2014-2018 State Comprehensive Outdoor Recreation Plan (SCORP) is Minnesota's outdoor recreation policy plan. This plan was developed with the input of Minnesota outdoor and natural resource leaders. It establishes outdoor recreation priorities for Minnesota to assist outdoor recreation and natural resource managers, the state legislature, and the executive branch in decision-making about the state's outdoor recreation system and sets out criteria for awarding grants consistent with these identified priorities. Applications are assessed to ensure that the proposed project is consistent with priorities established in the SCORP document.

SELECTION PRIORITIES:

SCORP Plan (60%) - Selection criteria are based on strategic directions identified under the following three focus areas in the SCORP Plan.

- Connect People and the Outdoors: Better develop Minnesota's stewards of tomorrow through efforts to increase life-long participation in parks and trails. Provide a welcoming environment, create or improve access and provide a quality experience.
- Acquire Land, Create Opportunities: Create new and expanded park opportunities to satisfy current customers as well as to reach out to new ones. Focus on Strategic acquisition, development to meet the needs of people of all abilities and provides an environment that is open and flexible to accommodate new and emerging trends and group based recreational opportunities and establishing a sustainable and resilient infrastructure.
- Take Care of What We Have: Provide safe, high-quality park experiences by regular re-investment in park infrastructure, and natural resource management. Protect the public's investment in the built infrastructure and natural resources and maintain the quality of natural resources.

Additional non SCORP review components (40%):

- Project Specific Criteria including: Cost vs. benefit, application and project quality and local match.
- Park and Facility Design: Use & design are compatible with site; makes good use of available space; avoids conflicts among facilities; avoids conflicts with adjacent uses;
- Health and Safety: Consider health and safety risks;
- Appropriate Design Standards: All facilities must be accessible and designed consistent with standards;
- Environmental Intrusions: All non-recreational intrusions are documented and the impact has been considered in the park design. All power lines serving the park facilities must be placed underground.

AWARD OF FUNDS

All applicants will receive official written notification regarding their request for funding. If your proposed project has received preliminary approval for funding, you will be contacted regarding additional information requirements needed before an agreement can be processed. These requirements may include Minnesota Historical Society review, permits and other details.

Projects cannot begin until all final documentation has been submitted and a grant agreement has been completed. This process can take three months to complete. Any project costs incurred prior to the start date of the grant agreement will not be eligible for reimbursement.

Payment of grant funds to the local sponsor is on a reimbursement basis. The grant recipient must initially expend monies that are then reimbursed under the terms of the grant agreement. A

portion of the grant funds will be retained until a final inspection has been completed.

GRANTS AND PUBLIC INFORMATION

Under MN Statute 13.599, responses to a request for proposal are nonpublic until the application deadline is reached. At that time, the name and address of the grantee, and the amount requested becomes public.

After the application evaluation process is completed, data (except trade secret data) becomes public. Data created during the evaluation process is nonpublic until the negotiation of the grant agreement with the selected grantee(s) is completed.

MN Statute 13.44 categorizes estimated or appraised value of real property prior to purchase and sale as confidential data on individuals or protected nonpublic data. See also Minnesota Government Data Privacy Act for more information. This information, along with corresponding budget information, will be redacted from the applications before making them public.

III. PROGRAM REQUIREMENTS

LAND RETENTION REQUIREMENTS

CONVERSION OF USE: All land improved or acquired with assistance from this grant program must be retained and operated solely for outdoor recreation. The Grantee shall not at any time convert this property to other uses without the prior written approval of the State and for federal grants, the National Park Service. The State will consider a conversion request only after the following pre-requisites have been met:

1. All practical alternatives to the conversion have been evaluated and rejected on a sound basis.
2. The Grantee has agreed to replace the converted lands with other lands of at least equal fair market value and reasonably equivalent recreational usefulness as determined by the State.

The State shall have the authority to approve or disapprove conversion requests.

DEED RESTRICTION REQUIREMENT: The Grantee will be required to record a condition with the deed of the real property funded by the grant agreement that notifies the public of the grant and the grant program requirements.

The Site Boundary Map submitted with your application will delineate and establish the property boundaries subject to the grant agreement. Therefore, it is very important that any existing public facilities and any known future public facilities (e.g., wells, lift stations, roadway improvements, etc.) are clearly identified and excluded from the boundaries of the project. The site boundaries should include only the property that the project sponsor plans on managing for outdoor recreation uses in perpetuity.

NATIVE RESTORATION REQUIREMENTS

All restoration activities will require a restoration and management plan to be submitted prior to contract approval and must follow the Board of Soil and Water Resources "Native Vegetation Establishment and Enhancement Guidelines" in order to ensure ecological integrity and pollinator enhancement.

When restoration activities are completed using grant funds, the grantee must conduct evaluations on parcels where activities were implemented both 1) initially after activity completion and 2) three years later as a follow-up. Evaluations should analyze improvements to the parcel and whether goals have been met, identify any problems with the implementation, and identify any findings that can be used to improve implementation of future restoration efforts at the site or elsewhere. Evaluation reports must be submitted to the State.

The grantee should consider contracting with the Conservation Corps of Minnesota for restoration activities.

REVIEW FOR POTENTIAL IMPACTS ON HISTORICAL/ARCHEOLGICAL RESOURCES

The Minnesota Historical Society will be contacted to review your project to determine if the site is a potential location for historical or archeological findings. If the Historical Society determines that a survey is required, the survey would need to be completed prior to any site disturbance for development projects and prior to the final reimbursement of the grant funds for acquisition projects.

WATER PERMITS

Development or alteration of shoreline adjacent to rivers, streams, lakes, and other public water bodies may require a written permit issued by the Minnesota Department of Natural Resources (DNR). In addition, projects involving work within waters and wetlands may require a permit from the U.S. Army Corps of Engineers (COE). Grantees will be required to determine whether a waters permit is required by contacting both the DNR and the COE directly. Contact Information:

U.S Army Corps of Engineers Regulatory Functions
Department of Natural Resources: Public Waters Work Permits

CAMPGROUND PLAN APPROVAL

Campgrounds must comply with state laws and rules set by the Minnesota Department of Health. A summary of these requirements is available at Summary of General Requirements for Recreational Camping Areas. You must submit plans and receive approval for the development of a recreational camping area to the MN Department of Health or your local health authority before construction begins. Upon completion of the campground, a license application, license fee and inspection by the area health inspector is required. A copy of the license must be submitted with your final payment request.

REPORTING REQUIREMENTS

It is the policy of the State of Minnesota to monitor progress on state grants by requiring grantees to submit written progress reports at least annually until all grant funds have been expended and all of the terms in the grant agreement have been met. A progress report form will be provided by program staff. Grant payments shall not be made on grants with past due progress reports unless program staff have given the grantee a written extension. Policy 08-09: Grant Progress Reports

MONITORING REQUIREMENTS

It is the policy of the State of Minnesota to conduct at least one monitoring visit per grant period on all state grants of over $50,000 and to conduct at least annual monitoring visits on grants of over $250,000. Policy 08-10: Grant Monitoring.

CONFLICT OF INTEREST

It is the policy of the State of Minnesota to work to deliberately avoid actual, potential and perceived conflict of interests related to grant making at both the individual and organizational levels.

A conflict of interest (actual, potential, or perceived) occurs when a person has actual or apparent duty or loyalty to more than one organization and the competing duties or loyalties may result in actions which are adverse to one or both parties. A conflict of interest exists even if no unethical, improper, or illegal act results from it.

Actual Conflict of Interest:
An actual conflict of interest occurs when a decision or action would compromise a duty to a party without taking immediate appropriate action to eliminate the conflict. Examples include, but are not limited to:

- One party uses his or her position to obtain special advantage, benefit, or access to the other party's time, services, facilities, equipment, supplies, badge, uniform, prestige, or influence.
- One party receives or accepts money (or anything else of value) from another party or has equity or a financial interest in or partial or whole ownership of the other party's organization.
- One party is an employee, board member or family member of the other party.

Potential Conflict of Interest:
A potential conflict of interest may exist if one party has a relationship, affiliation, or other interest that could create an inappropriate influence if the person is called on to make a decision or recommendation that would affect one or more of those relationships, affiliations, or interests. For example, when one party serves in a volunteer capacity for another party, it has the potential to, but does not necessarily, create a conflict of interest, depending on the nature of the relationship between the two parties. A disclosed potential conflict of interest warrants additional discussion in order to identify the nature of the relationship, affiliation, or other interest and take action to mitigate any potential conflicts.

Perceived Conflict of Interest:
A perceived conflict of interest is any situation in which a reasonable third party would conclude that conflicting duties or loyalties exist. A disclosed perceived conflict of interest warrants additional discussion in order to identify the nature of the relationship, affiliation, or other interest and take action to mitigate any potential conflicts.

Organizational Conflict of Interest:
A conflict of interest can also occur with an organization that is a grant applicant or grantee of a state agency. Organizational conflicts of interest occur when:

- A grantee is unable or potentially unable to render impartial assistance or advice to the State due to competing duties or loyalties
- A grantee's objectivity in carrying out the grant is or might be otherwise impaired due to competing duties or loyalties
- A grantee or potential grantee has an unfair competitive advantage through being furnished unauthorized proprietary information or source selection information that is not available to all competitors.

The Grantee, by signing a grant contract with the State, must certify it has read and understands the Office of Grants Management Conflict of Interest Policy 08-01, will maintain an adequate Conflict of Interest Policy and, throughout the term of the contract, monitor and report any actual, potential, or perceived conflicts of interest to the State.

CLOSEOUT PROCEDURES

Upon completion of your project, a final billing must be submitted to our office. Program staff will complete a final inspection of all development and/or redevelopment projects. The inspection will focus on ensuring that the project was completed in accordance with the grant agreement, that facilities developed are accessible and a funding acknowledgment sign is installed. Prior to final reimbursement of your grant and official closeout notification of your project, any problems that are revealed during the inspection must be corrected.

All expenditures are subject to verification by an independent state audit and, therefore, you must retain all project records for a period of at least six years after you receive the official closeout notification letter.

Periodic post-completion inspections will be conducted to ensure that the site is being properly operated and maintained and that no conversion of use has occurred.

ACKNOWLEDGMENT SIGN

All projects acquired or developed with assistance from this program must display a state approved funding acknowledgment sign at the main entrance to the park. The grant program staff will provide the specific sign information.

AVAILABILITY TO USERS

Public property, facilities & programs that receive state assistance and future development of a site that has received state assistance shall be open to entry by all persons regardless of race, color, national origin, religion or sex. No person shall, on the basis of disability shall be excluded from participation in any program or activity receiving state assistance. Finally, discrimination on the basis of residence, including preferential reservation, membership or annual permit systems is prohibited except to the extent that reasonable differences in admission and other fees may be maintained on the basis of residence. Fees charged to non-residents cannot exceed twice that charged to residents and must be comparable to fees charged at other state or local facilities.

All new and existing campgrounds and marinas must adhere to the Local Grants Program Campground/Marina Rental Policy.

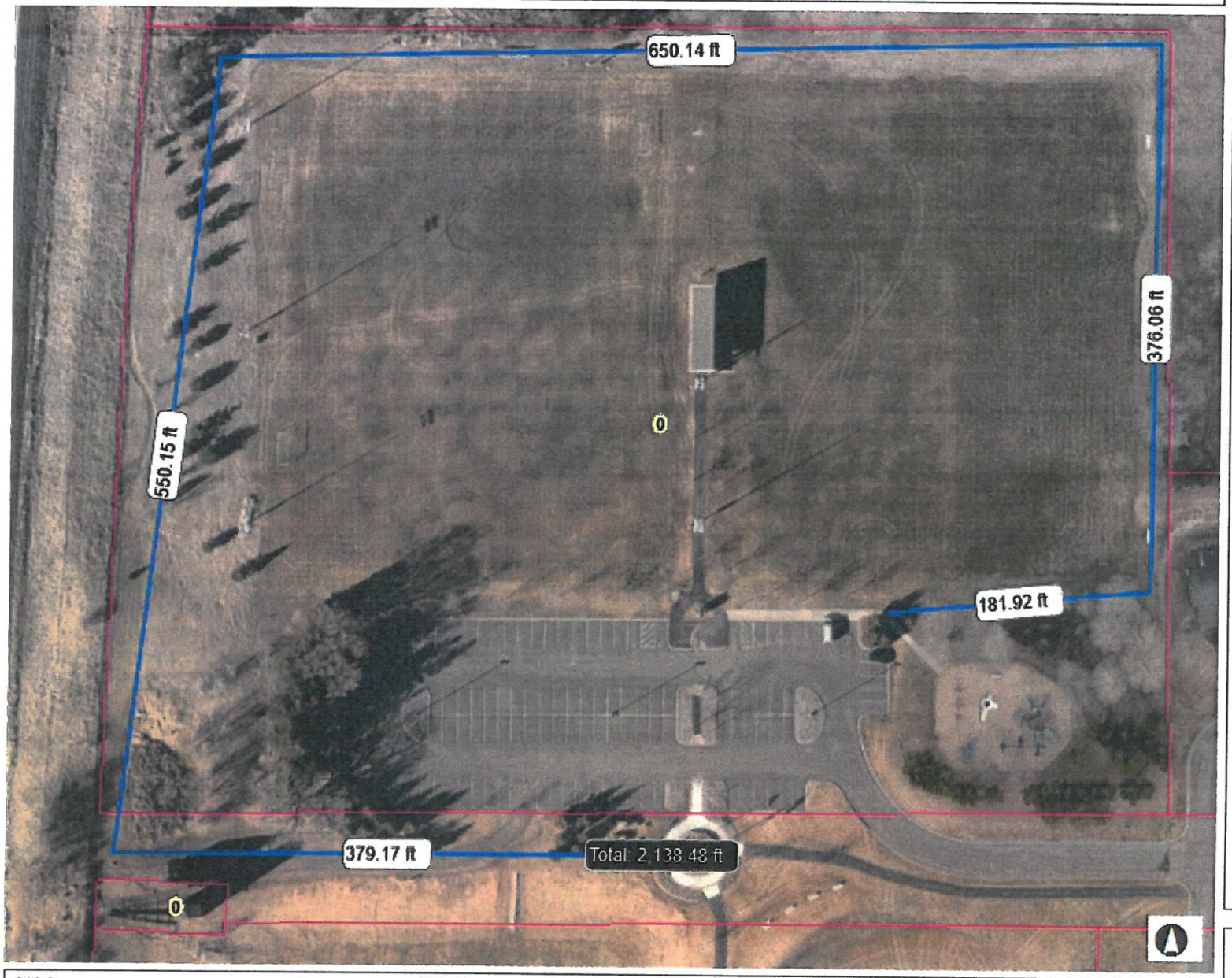
IV. CONTACT INFORMATION

Minnesota Department of Natural Resources
Division of Parks and Trails
500 Lafayette Road, Box 39
Saint Paul, MN 55155

Audrey Mularie, Southern Minnesota, North Metro
audrey.mularie@state.mn.us or (651) 259-5549

Joe Hiller
Northern Minnesota, South Metro
joe.hiller@state.mn.us or (651) 259-5538

MapRamsey



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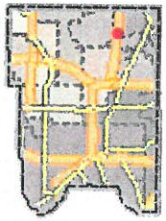
THIS MAP IS NOT TO BE USED FOR NAVIGATION

Legend



- City Halls
- Schools
- Hospitals
- Fire Stations
- Police Stations
- Recreational Centers
- Parcel Points
- Parcel Boundaries

Notes

Enter Map Description

MapRamsey

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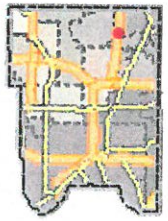

- City Halls
- Schools
- Hospitals
- Fire Stations
- Police Stations
- Recreational Centers
- Parcel Points
- Parcel Boundaries

Notes

Enter Map Description

WHITE BEAR TOWNSHIP

Park Board Meeting
January 17, 2019

Agenda Number: 7

Subject: West Ave – Handicap Access

Documentation:

Action / Motion for Consideration:

Report at Meeting / Discuss

MEMORANDUM

TO: PARK BOARD / TOWN BOARD
FROM: TOM RIEDESEL
DATE: JANUARY 4, 2019

SUBJECT: WEST AVENUE ACCESSIBLE RAMP

The Town has been working with representatives of Ramsey County Parks & Recreation to design a handicapped accessible access to Bald Eagle Lake within the West Avenue right-of-way. Staff from Ramsey County parks, formerly the Ramsey County Solid & Water Conservation District, was contracted by the Town to design the access and solicit quotes/bids from contractors to complete construction.

Prior to this project the Town contracted with the Ramsey County Solid & Water Conservation District to design and provide bid documents to construct a raingarden and plantings at the site. When that project was completed, residents contacted the Town with a request to provide walking access to the lake from the site, which had existed prior to the raingarden improvement. Providing the lake access was reviewed by the Town at the time the raingarden was being designed. The access was not pursued at that time due to high cost estimates. When neighbors requested access across the property, the Park Board and Town Board reconsidered the construction of the access and approved a design and request for quotes/bids.

In late December staff from Ramsey County parks held a bid opening. One bid was received to complete the project. Field Outdoor Spaces provided a bid of $22,955. County staff estimated a project cost of $30,300.

Funding for this project is recommended from the Park Acquisition & Development Fund.

TR/psw
cc:admin/add.file
b:westaveaccess

Quotation Summary Ramp

Total Quote $: 22 955.00

Total Quote in Words: Twenty two thousand nine hundred and fifty five dollars

Company Name: Field Outdoor Spaces

Signature: Joey Larson

Name Printed: JOEY LARSON

Phone Number: 661-353-8560

Email Address: joe@fieldoutdoorspaces.com

Date: 12/08/18

EXHIBIT B: Total Materials Estimate

Quantity Estimates/Bid Tabulation: Ramp

Items				
Item	**Qty**	**Unit**	**Unit Cost**	**Extended Amount**
Aggregate: Angular (1/2" - 3/4")	10.00	tons	263.80	2638
Aggregate: Angular (1/4" - 3/8")	4.00	tons	192.75	771
Aggregate: Fieldstone (Mixed size, 12" - 18") (Retaining Wall and Swale)	3.00	tons	505.66	1517
Aggregate: Fieldstone (Mixed size, 4" - 9") (Top Retaining Wall and Swale)	1.00	tons	251	251
Asphalt Demo	50.00	sq-ft		See Curb
Asphalt: Install	50.00	sq-ft		See Curb
Bituminous Sawcutting	30.00	ln-ft		See Curb
Clearing and Grubbing	1.00	job	920	920
Concrete Sawcutting	2.00	ln-ft		See Curb
Concrete Pad	4.00	ln-ft		See Curb
Curb: Demo (MN DOT Design'D')	2.00	ln-ft		See Curb
Curb: Install (MN DOT Design'D')	15.00	ln-ft	256.66	3850
Edging (Steel)	135.00	ln ft	10.28	1388
Geotextile: Non-Woven (for retaining wall)	100.00	sq-ft	1.75	175
Geotextile: Woven (for path)	600.00	sq-ft	.85	$10
Mobilization	1.00	job	402	402
Native Perennial: 10 Gallon Tree	~~2.00~~	each		~~1227~~
Native Perennial: 4" Pot	133.00	each	9.22	1227
Native Shrub: 2 Gallon 24	~~22.00~~	each	52.91	1270
Paving Grid (BodPave 85, CORE Gravel™ Foundations, or equivalent)	505.00	sq-ft	2.11	1066
Remove Existing silt fence in water	1.00	job	316	316
Sediment and Erosion Control	1.00	job	388	388
Site Restoration	1.00	each	1024	1024
Soil/Sod Haul-Away	150.00	cu-yd	26.75	4015
Traffic Control	1.00	job	0	0
Twice-Shredded Hardwood Mulch (3" depth)	10.00	cu-yd	122.70	1227
Permits	1.00	job	0	0
Total:				$22,955.00
Alternates: As Necessary or Proposed by Contractor				
- Edging 4" black aluminum				
- Cellter Gravel stabilizer				
- 2 Amelanchier-Lavis were only available in #15 @ $244 each. Cost would decrease with a substitute				
- Concrete subcontractor: Harold Pieteg + sons				

MapRamsey

100.0 0 50.00 100.0 Feet

NAD_1983_HARN_Adj_MN_Ramsey_Feet

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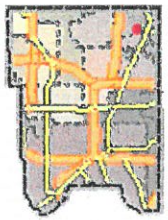
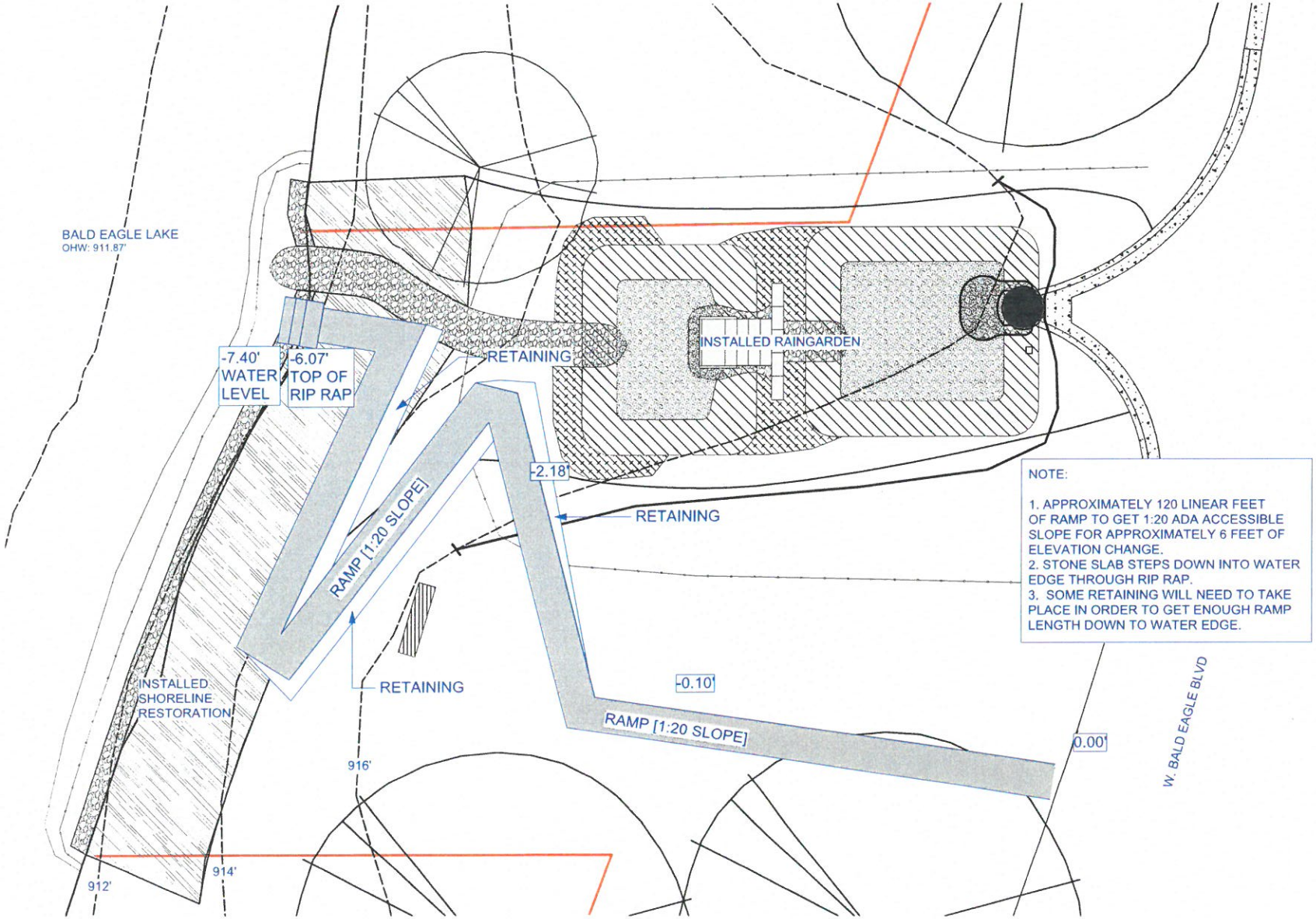
THIS MAP IS NOT TO BE USED FOR NAVIGATION

Legend



Notes

Enter Map Description



NOTE:

1. APPROXIMATELY 120 LINEAR FEET OF RAMP TO GET 1:20 ADA ACCESSIBLE SLOPE FOR APPROXIMATELY 6 FEET OF ELEVATION CHANGE.
2. STONE SLAB STEPS DOWN INTO WATER EDGE THROUGH RIP RAP.
3. SOME RETAINING WILL NEED TO TAKE PLACE IN ORDER TO GET ENOUGH RAMP LENGTH DOWN TO WATER EDGE.

Ramsey Conservation District

RAMSEY CONSERVATION DISTRICT
1425 PAUL KIRKWOLD DR
ARDEN HILLS, MN 55112
651-266-7274
www.ramseyconservation.org

PROJECT: WEST AVE RAINGARDEN
LOCATION:
WEST BALD EAGLE BLVD AND WEST AVE
WHITE BEAR TOWNSHIP
WATERSHED DISTRICT:
RICE CREEK WATERSHED DISTRICT

RCWD RICE CREEK WATERSHED DISTRICT

DESIGNER: BTO
DATE: 08/10/17
REVISION:
REVISION:
REVISION:
REVISION:
REVISION:
CHECKED BY: JL
TAA: JL

NOTES:
-ELEVATIONS ARE APPROXIMATE
-RAINGARDEN SHAPE MAY VARY
-MAINTAIN SPECIFIED DEPTH AND SQ-FT

SCALE: 1" = 8'-0"

KAYAK LAUNCH LAYOUT

L1.0

WHITE BEAR TOWNSHIP

Park Board Meeting
January 17, 2019

Agenda Number: **8**

Subject: Stable Property Subdivision / Deer Meadow Park Trail Extension

Documentation:

Action / Motion for Consideration:

Report at Meeting / Discussion

CONCEPT PLAN

~of~ 5685 PORTLAND AVENUE,
WHITE BEAR TOWNSHIP, MN 55110.
~for~ WHITE BEAR TOWNSHIP

LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES IRON MONUMENT SET, MARKED RLS# 41578
- DENOTES RAMSEY COUNTY CAST IRON MONUMENT
- DENOTES CATCH BASIN
- DENOTES STORM SEWER MANHOLE
- DENOTES SANITARY SEWER MANHOLE
- DENOTES MISCELLANEOUS MANHOLE
- DENOTES HYDRANT
- DENOTES GAS METER
- DENOTES POWER POLE
- DENOTES SIGN
- DENOTES LIGHT POLE
- DENOTES TELEPHONE PEDESTAL
- DENOTES ELECTRICAL BOX
- DENOTES GUY WIRE
- DENOTES WELL
- DENOTES STORM SEWER APRON
- DENOTES FENCE
- DENOTES RETAINING WALL
- DENOTES EXISTING 2 FOOT CONTOURS
- DENOTES TREE LINE
- DENOTES EXISTING STORM SEWER
- DENOTES OVERHEAD WIRE
- DENOTES UNDERGROUND GAS LINE
- DENOTES CONCRETE SURFACE
- DENOTES BITUMINOUS SURFACE
- DENOTES GRAVEL SURFACE
- DENOTES WETLAND DELINEATION BY JACOBSON ENVIRONMENTAL, PLLC.

GRAPHIC SCALE
(IN FEET)
1 inch = 60 ft.

NORTH

POND
NWL=921.0 HWL=922.7
PER GRADING PLAN OF WYLDRIDGE PRESERVE OF WHITE BEAR TOWNSHIP BY METRO LAND SURVEYING AND ENGINEERING DATED 10-25-04

INFILTRATION AREA
HWL=921.0 HWL=921.8
PER GRADING PLAN OF WYLDRIDGE PRESERVE OF WHITE BEAR TOWNSHIP BY METRO LAND SURVEYING AND ENGINEERING DATED 10-25-04

WYLDRIDGE PRESERVE OF WHITE BEAR TOWNSHIP
BLOCK 1
OUTLOT A
OUTLOT B
BORDER PINE CT.
MORGAN TRAIL
STREETWAY
BLOCK 1
ESTATES
PARK
SAFETY ZONE A
SAFETY ZONE B
SAFETY ZONE C
N1/2 OF THE SE1/4
SEC.1 - T30N - R22W
WETLAND
HWL=915.7 PER GRADING PLAN OF PARKVIEW VILLAGE PREPARED BY R. NELSON ENGINEERING DATED APRIL 14, 1994.
U.S. FISH AND WILDLIFE SERVICE INDICATES THE WETLAND IS PSS6C AND PFO2Bg
PROPOSED TRAIL EASEMENT
PROPOSED CURB
PORTLAND AVENUE
RICHARD DRIVE
PARK
PARKVIEW VILLAGE
PARKVIEW VILLAGE 2ND ADDITION
PRESERVE

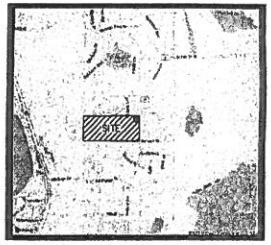
S89°46'22"W 1272.8
N89°46'03"E 1458.33
S00°28'41"E 657.97
N89°46'03"E 250.03
S00°28'38"E 60.01
N00°13'55"W 117.94
N89°48'03"E 250.03

BENCHMARK

MN/DOT STATION NAME: WELTEN MNDT
ELEVATION = 943.123 (NAVD88)

VICINITY MAP

PART OF SEC. 01 TWP. 30, RNG. 22



RAMSEY COUNTY, MINNESOTA
(NO SCALE)

AREA

TOTAL AREA =	22.31 ACRES ±
WETLAND AREA =	14.64 ACRES ±
PROPOSED AND EXISTING RIGHT OF WAY =	1.02 ACRES ±
PONDING AREAS =	??? ACRES ±
NET AREA =	??? ACRES ±

NET AREA = TOTAL AREA - (WETLANDS + RIGHT OF WAY + PONDING AREA)

PROPOSED NO. OF LOTS = 8

GROSS DENSITY = 0.36 UNITS PER ACRES
NET DENSITY = ??? UNITS PER ACRE

EASEMENT DETAIL

(NOTE TO SCALE)
DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:

BEING 5 FEET IN WIDTH AND ADJOINING SIDE LOT LINES AND BEING 10 FEET IN WIDTH ADJOINING PUBLIC WAYS UNLESS OTHERWISE SHOWN ON THIS PLAT.

E.G. RUD & SONS, INC.
EST. 1977
Professional Land Surveyors
6776 Lake Drive NE, Suite 110
Lino Lakes, MN 55014
Tel. (651) 361-8200 Fax (651) 361-8701
www.egrud.com

PROPERTY DESCRIPTION

(PER WARRANTY DEED RAMSEY COUNTY DOCUMENT NO. 2571699)

PARCEL 1:
That part of the North Half of the Southeast Quarter (N1/2 of SE1/4) of Section 1, Township 30 North, Range 22 West described as follows:

Commencing at the intersection of the center line of Portland Avenue with the South line of the said North Half, thence Westerly along said South line 250 feet to a point; thence North parallel to and 250 feet Westerly from said center line of Portland Avenue 233 feet to the point of beginning; thence continuing on the same line produced northerly 420 feet, more or less, to a line that is parallel to and 660 feet southerly from the northerly line of said Southeast Quarter; thence Westerly 210 feet along said 660 foot line to a point; thence South 420 feet, more or less, to a point that is 210 feet Westerly from the point of beginning; thence Easterly on a line that is parallel to and 233 feet Northerly from the said Southerly line 210 feet to the point of beginning; also the Northerly 66 feet of the Southerly 540 feet lying between the easterly line of the above described parcel and the center line of said Portland Avenue.

PARCEL 2:
All that part of the North Half of the Southeast Quarter (N1/2 of SE1/4) of Section 1, Township 30, Range 22 West, Ramsey County, described as follows:

Commencing at the intersection of the centerline of Portland Avenue with the South line of the said North Half of the Southeast Quarter; thence West along said South line 250 feet to the point of beginning; thence North parallel to center line of Portland Avenue 233 feet to a point; thence West parallel to said South line, 210 feet to a point; thence North parallel to said Portland Avenue centerline and produced 420 feet, more or less, to an intersection with a line that is 660 feet South of and parallel to the North line of said Southeast Quarter; thence along said parallel line West to the West line of said Southeast Quarter; thence South along said West line to the Southeast corner of said North Half; thence East to the point of beginning.

NOTES

- Address of the surveyed premises is 5685 Portland Avenue, White Bear Township, MN 55110.
- Parcel Number: 01-30-22-42-0003.
- Surveyed premises shown on this survey map is in Flood Zone X (area of minimal flooding), and Flood Zone A (No Base Flood Elevations determined.), according to Flood Insurance Rate Map Community Panel No. 27123C0055G by the Federal Emergency Management Agency, effective date June 4, 2010.
- Field survey was completed by E.G. Rud and Sons, Inc. on 02-23-15.
- Bearings shown are on Ramsey County Coordinate System.
- Curb shots are taken at the top and back of curb.
- This survey was prepared without the benefit of title work. Additional easements, restrictions and/or encumbrances may exist other than those shown hereon. Survey subject to revision upon receipt of a current title commitment or an attorney's title opinion.
- Due to field work being completed during the winter season there may be improvements in addition to those shown that were not visible due to snow and ice conditions characteristic of Minnesota winters.

ZONING AND SETBACKS

CURRENT ZONING IS R-1 SUBURBAN RESIDENTIAL

PROPOSED SETBACKS:

FRONT SETBACK	35 FEET
SIDE YARD SETBACK	10 FEET
SIDE STREET	35 FEET
REAR SETBACK	30 FEET
WETLAND SETBACK	20 FEET

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

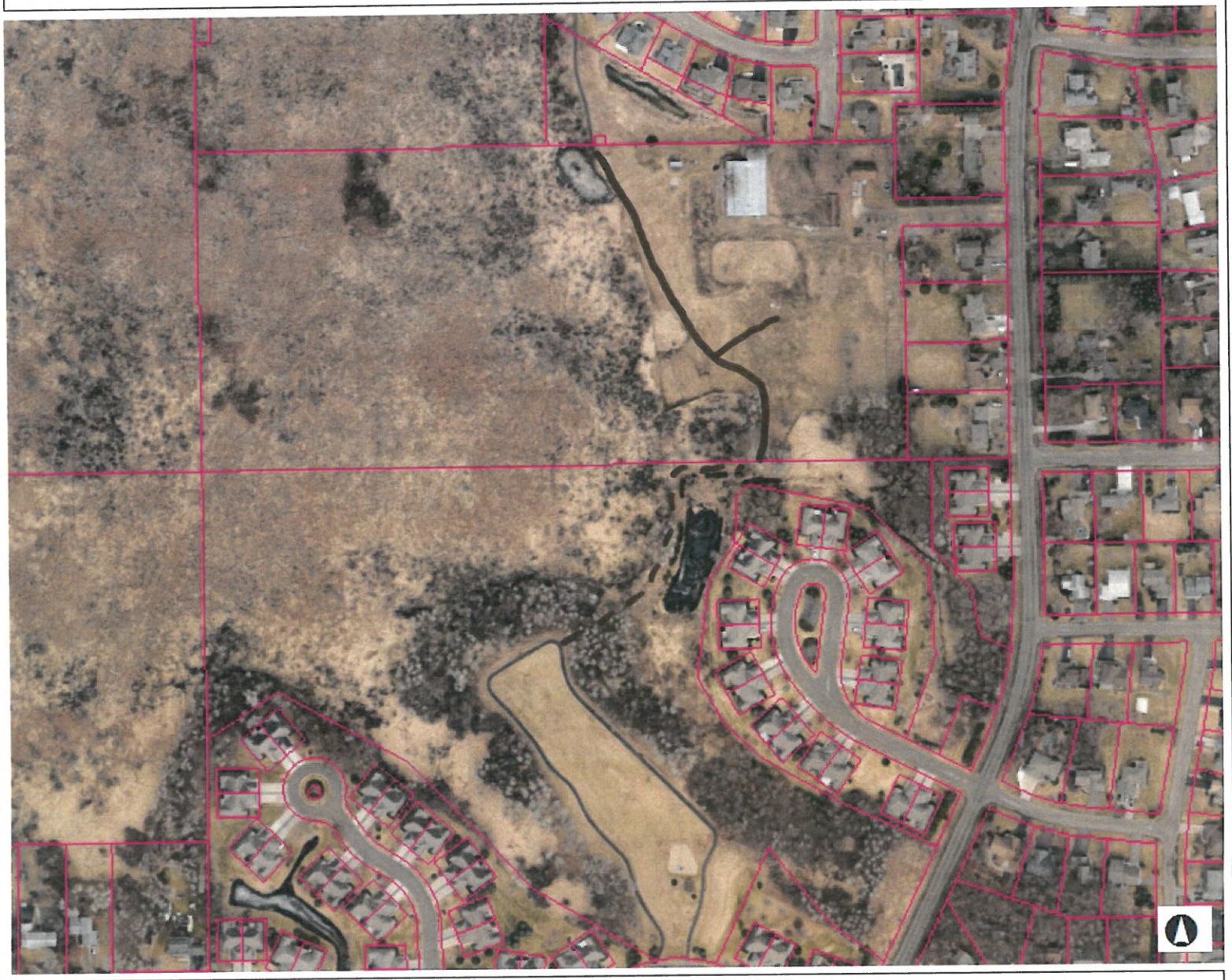
JASON E. RUD
Date: 8/28/17 License No. 41578

DRAWN BY: JEN	JOB NO: 17338PP	DATE: 08/28/17
CHECK BY: JER	SCANNED ☐	

NO.	DATE	DESCRIPTION	BY
1			
2			
3			

17338PP

MapRamsey



Legend

- City Halls
- Schools
- Hospitals
- Fire Stations
- Police Stations
- Recreational Centers
- Parcel Points
- Parcel Boundaries

DEER MEADOW TRAIL EXTENSION

STABLE PROPERTY TRAIL

600.0 0 300.00 600.0 Feet

NAD_1983_HARN_Adj_MN_Ramsey_Feet

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Notes

Enter Map Description

WHITE BEAR TOWNSHIP

Park Board Meeting
January 17, 2019

Agenda Number: 9

Subject: Brandlwood Park

Documentation:

Action / Motion for Consideration:

Town Planner Report at Meeting / Discussion

Minutes
Park Board Meeting
December 20, 2018

BRANDLWOOD PARK: Brandlwood Park is on the Town's improvement list for 2019. A budget of $80,000 was approved by the residents at the Annual Budget Meeting. Funding for the improvements is being transferred from the 2018 General Fund to the 2019 Park Improvement Fund. Improvements to the Bellaire Beach building in 2019 are also included in the transfer. Staff would like to see the following improvements to Brandlwood Park:

- Replace outdated equipment with new equipment recommended by the neighborhood. This equipment includes the spring riders, climbing structure, teeter totter and possibly the swing set. These structures are in the older part of the playground. The newer multi-use structure and climbing boulder should remain.
- Replace the same portion of the playground with engineered wood fiber. Approximate area (including replacing the existing wood fiber) 222 cubic yards. The estimated cost is $5,400.
- Replace the plastic border with concrete curbing. Estimate cost using current budget = 385' x $30/lineal foot = $11,550.00.
- Replace the 3 maple trees in the park. Consider replacing the 7 ash trees also. Figure $350.00 each for landscape quality trees.
- The in-ground benches should be replaced with new ones mounted on a slab. The cost estimated is approximately $2,000.
- The backhoe could be eliminated or kept. If the backhoe remains, the sand area around the backhoe should remain.

These costs should be deducted from the $80,000 budgeted for the park upgrade. If all of the above are replaced, the remaining budget is approximately $57,500.

It was the consensus to hold a neighborhood meeting as part of the February Park Board meeting to receive input from the neighbors regarding what they would like to see in the park. The meeting will be held at Heritage Hall.

WHITE BEAR TOWNSHIP

Park Board Meeting
January 17, 2019

Agenda Number: **10**

Subject: Kayak Rack Fee

Documentation:

Action / Motion for Consideration:

Town Planner Report at Meeting / Discussion

Minutes
Park Board Meeting
December 20, 2018

KAYAK RACKS – SUMMIT LANE/BELLAIRE BEACH – REVIEW POLICY: The Park Board has been discussing adding a single kayak rack at the Summit Lane access and see how it goes. Placement of a kayak rack at Bellaire Beach could be considered after it is known if the Summit Lane rack is used. The Park Board recommended to the Town Board to authorize the purchase of a single free standing kayak rack, for 3 kayaks, at a cost of $220 for use at the Summit Lane access. The Town Board authorized the expenditure and placement of the kayak rack at the Summit Lane access at the December 17, 2018 Town Board Meeting.

Staff reviewed policies of other communities relative to kayak storage. Staff has developed a Kayak Storage Policy based on the Birchwood policy which was comprehensive. The intent of the policy is to allow the users of Summit Lane and Bellaire Beach the convenience of storing their kayak at these locations when not in use. The kayaks must be stored in racks, and must be properly licensed and registered with the Town. All kayaks must have a permit displayed on their watercraft in the form of a sticker obtained at the Town Offices. The cost of the permit is $20.00 (proposed) and must be purchased annually. Kayaks cannot be placed on the racks until a permit has been purchased and a slot assigned. The season officially opens May 1st and closes November 1st each year, with registration opening March 1st. Kayaks placed on the racks prior to May 1st and after November 1st and/or without a permit will be impounded at the owner's expense. There is a proposed fee of $50.00 for residents using the racks without a permit and a fee of $100.00 for all watercraft that must be removed by the Town due to lack of a permit or failure to remove a kayak prior to November 1st. To register a kayak for a slot, an application needs to be completed and delivered to the Town Offices with a $10.00 check to select a spot (first come, first serve).

Josephson moved to recommend to the Town Board to approve the Kayak Storage Policy with fees and placement of a sign on the rack. Koster seconded. Ayes all.

KAYAK STORAGE POLICY

BACKGROUND

The storage of kayaks at Township parks for resident convenience has been determined to be beneficial.

PURPOSE

The intent of this policy is to allow the users of Summit Lane and Bellaire Beach the convenience of storing their kayak at these locations when not in use.

POLICY

Kayaks not in use must be stored in racks, and must be properly licensed and registered with the Town. All kayaks must have a permit displayed on their watercraft in the form of a sticker obtained at the Town Offices. The cost of the permit is $20.00 and must be renewed annually. Kayaks cannot be placed on the racks until a permit has been purchased and a slot assigned. The Season officially opens May 1st and closes November 1st each year, with registration opening March 1st.

Kayaks placed on the racks prior to May 1st and after November 1st and/or without a permit will be impounded at the owner's expense. There is a fee of $50.00 for residents using racks without a permit, and a fee of $100.00 for all watercraft that must be removed by the Town due to lack of a permit or failure to remove a kayak prior to November 1st.

To register your kayak for a slot, complete the application (below) and deliver to the Town Offices with a $20.00 check to select your spot (first come first serve).

DRAFT

Park Board Meeting
January 17, 2019

Agenda Number: **11**

Subject: Public Works Report

Documentation: Report

Action / Motion for Consideration:

Report at Meeting / Discussion

White Bear Township
Town Board Update
On
Public Works Department Activity
(December 2018)

1. **Lift Station Upgrades–**
   - Lift Station #10 - Lametti and Sons have completed the replacement of the control panel, pumps, rails, etc. The concrete driveway and related restoration work will be completed in the early summer of 2019.
   - Lift Station #9 will be presented to the Town Board for rehabilitation in 2019. This is the last station to be rehabilitated. The next major rehabilitation cycle for lift stations would begin in roughly 2036.

2. **Safety**
   - Staff attended Safety Training on December 10th with a focus on Defensive Driving.
   - The revised Job Hazard Analysis sheets are now being reviewed and signed by staff.

3. **Water Meter Repair/Reading**
   - Water meter issue update – The draft agreement has been forwarded to Cory at Core & Main for review and acceptance. He has forwarded on to their attorneys for review. Staff is still waiting for comments back to finalize the agreement.
   - Commercial meter testing – A percentage of commercial meters will be tested for accuracy each year going forward.

4. **2018-2027 Capital Equipment/Capital Improvement Programs**
   - The GIS/Asset Management Project will be renewed with assistance from Larry Poppler of TKDA.

5. **Storm Water Program**
   - The Town Engineer is organizing a site meeting with the Public Works Director on Outfalls 5 and 6 that discharge into Bald Eagle Lake soon.
   - There will be a large storm maintenance project completed by Public Works staff located south of Otterview Court in the easement. The system caused flooding in Brittany Court during one of the large rain events this summer. The Cottonwood trees were removed this month from the ponding area. Approximately 30 cu yds of sediment that is impairing drainage from two outlet pipes into inlet pipe that discharges into the I35E corridor and will be removed by Public Works staff in 2019. The Town Engineer is assisting staff in determining what the elevation of the pond bottom should be from the outlet and inlet pipe elevations.
   - The Town has applied for renewal of their current MS-4 permit and the SWPPP will need to be updated soon.

6. **Water system improvements/issues**

- The Town Engineer is going to provide an agreement for the Town Board to approve regarding replacement or lining of watermain between Taylor Ave and Gaston Ave, on Hugo Road. There have been roughly 8+ watermain breaks between Taylor Avenue and Gaston Avenue over the last 30 years. No others north of south of this area. The watermain is a 12" line. One home would be without water. We can temporary water from a hydrant on Taylor while the work is being completed for the resident at 5475 Hugo Road.
- Hammond Road Water Tower repainting in 2019- The Town Attorney is review the existing cell phone provider agreements to address providers rights when requesting they temporarily remove their equipment while the Tower is being repainted.
- Well #5/Treatment Plant #1 – The valve limiter for cell "E", to reduce flow from the cell and hopefully reduce the frequency of backwashes, installation has been completed.
- An interconnect for area south of TH 96 with the City of White Bear Lake's water system is going to be proposed to the Town Board in 2018. The Town Engineer and Public Works Director will need to visit the possible interconnect locations to determine which is the most feasible in May.

7. **Sanitary sewer system improvements/issues**

- The gravity line west of Lift Station #3-The liner for the gravity line has been installed.
- Another joint sealing project will be bid with Town Board approval in 2019.

8. **Street Improvement Program.**

- A updated Emerald Ash Borer Management Plan will be shared with the Town Board in January.

9. **Sign replacement program (retroreflectivity standard)**

- Street name sign replacement is proposed for 2020. Staff has completed taking inventory of our existing sign locations and number. The CIP $$$ have been increased.

10. **Personnel Updates:**

- The newest employee, Tim Cunningham, has passed his Class "A" CDL driver's test and will be taking the pre-trip inspection test again soon.

11. **Park Projects:**

- Ice rinks are being maintained at Eagle, Red Pine, and Mead Parks.
- Staff have been throughout the Park system trimming trees.
- Bellaire Beach house rehabilitation. The interior and exterior painting has been awarded to Fresh Paint and the work will be completed early spring of 2019, pending weather. Plumbing improvements along with the door and door frame replacements have also been completed.

- Court color coating quote was approved by the Town Board on August 20th. Work will be completed in the spring of 2019. The gates have been locked in the interim to prevent bike's from using the court.
- The trails along White Bear Parkway, Hammond Road, Centerville Road, Otter Lake Road, Polar Lakes Park and Columbia Park will be sealcoated in 2019. The Public Works Director is working on specifications for the project to be approved by the Town Board.

12. Ramsey County Projects within the Township;

2019

- Mill and Overlay of Century Avenue from Co Rd E to Co Rd F.
- West Bald Eagle Boulevard.
- **Possibly East Bald Eagle Boulevard.**
- Mill and Overlay of South Shore Boulevard from White Bear Avenue to Co Rd F.
- Concrete Rehab of Highway 96 from I-35E to Highway 61.

2020-2022 Proposed

- Co Rd F from McKnight Road to Century (East Co Ln)
- Co Rd H-2 from Centerville Road to West Bald Eagle Boulevard
- Otter Lake Road from Goose Lake Road to CSAH 96
- Portland Avenue from Highway 96 to Taylor Avenue.

13. Informational sharing regarding Public Works in general:

Public Works Jobs for December 2018

1. Monthly safety inspections of, fire extinguishers, emergency lighting, eye wash stations, first aid kits and A.E.D., fall harnesses
2. Updating fire hydrant repair cards and hydrant numbers
3. Continuing doing water testing and monitoring of the Towns water system
4. Operating and testing water at well # 5
5. Continuous water testing at well's 1, 3, 4, 5 and 6
6. Completed 4th quarter meter reading
7. Continued various water meter and Radio repairs
8. Various water shut off for home repairs
9. New construction water turn on's and radio programing
10. Jetted Moon Lake sanitary sewer easement
11. Gopher one locates in Township, North Oaks, Gem Lake, and Birchwood
12. Snow and ice removal on Town roads, trails and sidewalks
13. Repaired and replaced damaged signs and posts in the Township and Gem Lake
14. Emptied trash in all the parks
15. Started tree trimming in Town parks
16. Started flooding ice rinks at Eagle, Mead and Red Pine Park

Mechanic jobs for December 2018

- Mounted Covers over the Salt sensors on trucks # 36 (2.5 yd. dump truck), 40, 41, 47 and 49 (5 yd. dump trucks)
- Serviced # 21 (pickup truck)
- Brought # 37 (pickup truck) in for engine replacement
- Had # 39 (pickup) fuel injector replaced
- Replaced the salt sensor on # 41 (5 yd. dump truck)
- Calibrated the salt spreader on # 40 (5 yd. dump truck)
- Replaced the broken turn signal on # 34 (rounds truck) plow
- Serviced # 17 (wood chipper)
- Repaired the Bobcat snow blower
- Added shovel mounts to # 39, 28, 29, 31 (pickup trucks)
- Added securement chains to # 51 (tilt bed trailer)
- Assisted Public Works

Park Board Meeting
January 17, 2019

Agenda Number: **12 - 13**

Subject: Added Agenda Items

Adjournment

Documentation:

Action / Motion for Consideration:

Park Board Meeting
January 17, 2019

Subject: FYI / Items passed by the Town Board Pertaining to the Park Board

Documentation:

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.