



## WHITE BEAR TOWNSHIP

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RAMSEY COUNTY  
MINNESOTA

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Board of Supervisors  
ED M. PRUDHON, *Chair*  
STEVEN A. RUZEK  
SCOTT E. MCCUNE

### AGENDA EXECUTIVE MEETING APRIL 26, 2019

1. **11:00 a.m.** Call Meeting to Order at Administrative Office Conference Room, 1281 Hammond Road.
2. Approval of Agenda (Additions/Deletions).
3. Approval of March 29, 2019 Minutes (Additions/Deletions).
4. Pavement Management Program – Update.
5. I & I – Update.
6. Water Meter – Update.
7. Rush Line Corridor – Staff Update.
8. Cell Tower Leases – Review.
9. Ordinance Clarity & Procedures Discussion.
10. Tobacco Ordinance Amendment – Update.
11. FEMA LOMA Requests.
12. Public Works Director Report.
13. Code Enforcement Officer / Building Inspector Items:
  - a. 5456 Township Drive
14. Clerk-Treasurer Report.
  - a. DNR Groundwater Management – Update.
  - b. Water Gremlin – Update.
  - c. Summer Road Projects – Update.
  - d. Consumer Confidence Report – Review.
  - e. May Executive Meeting – Reschedule.
15. Open time.
16. Added Agenda Items.
17. Receipt of Agenda Materials/Supplements.
18. 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.



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**Town Board Executive Meeting  
April 26, 2019**

**Agenda Number:**

**1 – 2 - 3**

**Subject:**

Approval of April 26, 2019 Agenda  
Approval of March 29, 2019 Minutes

**Documentation:**

April 26, 2019 Agenda  
March 29, 2019 Minutes

**Action / Motion for Consideration:**

Call meeting to order:

Approval of Agenda:

Approval of Minutes:

April 26, 2019 (additions/deletions)

March 29, 2019 (additions/deletions)

**MINUTES  
TOWN BOARD EXECUTIVE MEETING  
MARCH 29, 2019**

The meeting was called to order at 11:03 a.m.

Present: Supervisors: Prudhon, Ruzek, McCune; Clerk: Christopherson; Attorney: Patrick Kelly; Finance Officer: Tom Kelly; Public Works Director: Reed; Planner: Riedesel; Engineers: Poppler and Studenski; Guest: Kyle Axtell.

**APPROVAL OF AGENDA (Additions/Deletions):** Ruzek moved approval of the agenda as submitted with the supplement for agenda item 15) Code Enforcement Officer and some Building Inspector items, and the addition under agenda item 18A) Township Land Management and 18B) Strategic Planning. McCune seconded. Ayes all.

**APPROVAL OF MINUTES OF FEBRUARY 22, 2019:** Ruzek moved approval of the February 22, 2019 meeting minutes with a few corrections noted by Ruzek and revisions made by Public Works Director Reed; the minutes will be amended to reflect Reed's input. McCune seconded. Ayes all.

**DNR GROUNDWATER MANAGEMENT – UPDATE:** A Court of Appeals hearing was held on January 24, 2019. The Appellate Court has 90 days to respond to appeals. All the attorneys involved will receive emails prior to release of the Courts decision. By the April Executive meeting, there will be more to discuss, as the 90 days will be completed.

**WATER METERS – UPDATE:** The proposed settlement agreement has been provided to Core & Main and Sensus and they have reviewed the document with no notable changes. At the February meeting, it was noted that schedule 3 of the agreement states that pricing is good for 90 days. Since 90 days will have lapsed by the time the agreement is finally signed a question was asked if the pricing will remain as is or changed. It was noted that the pricing will not change. Another concern was how the meters would be tagged. It was noted that each meter needs to have an identification number and the address from which it was removed. There was discussion regarding access to the residences by the installers. It was the consensus that two attempts be made and if the property owner does not respond the Town will take responsibility to install the meter and the property owner will be assessed a \$300 per quarter administrative fee if access is not provided. The matter will be placed on the agenda for the April 15, 2019 Town Board meeting with recommendations from staff. Storage of the removed meters was discussed. Storage should allow access if a particular meter needs to be removed.

Core & Main and Sensus are willing to proceed with the current proposal. There was discussion on signing. It was the consensus that the Town will proceed with Core & Main and Sensus on Friday, April 5, 2019. Storage will be discussed at that meeting as well. Once the meeting with Core & Main and Sensus is completed, Kelly will draw up documents regarding language the contract. A notice will go out to residents on April 10, 2019 regarding this implementation. Implementation is scheduled for summer 2019. A copy of the notice will be emailed to the Board before it is mailed out.

**I & I – UPDATE:** Televising of the sewer line around the lake will be done for the joint sealing project. The sanitary sewer line in Centerville Road will also be televised and cleaned. The Engineer will let Dennis Seidl know about the project since he has expressed concern about

**MINUTES  
TOWN BOARD EXECUTIVE MEETING  
MARCH 29, 2019**

odors which he feels is coming from sewer pipes. The funding for this project will come from the Sewer and Water Fund.

**11:30 – KYLE AXTELL, RCWD PRESENTATION:** Kyle Axtell, Manager at the Rice Creek Watershed District. RCWD works hard at constantly improving water quality of Bald Eagle Lake, for example the Allen Treatment. They have spent about \$2 million to keep water quality at its highest. The main tributary, Ramsey County Ditch 11, to the lake has little to no stormwater treatment. They have obtained a \$392,000 grant from the Clean Water Fund grant from the Minnesota Board of Water & Soil Resources for this project. The proposal is to partner with the town to have .75 acre to build a stormwater treatment pond near this tributary. This project location is noted on the map in the packet. RCWD sketches, concept layout are in the packet.

This project would be a surface project. These ponds look similar to golf course sand bunkers, but the ponds will pump water from the ditch and filter it. These ditches remove phosphorous and sediment, so clean water runs to the lake. The proposed work schedule for this agenda item is spring 2020 through fall 2020.

There was discussion about boundary easements versus access agreements. There was discussion on power. Axtell noted that the small pump would be powered electrically through a single control panel, like a single lift station. It was discussed that the Town Attorneys should go through the Town's property.

Axtell explained that these ponds would be running with virtually no upkeep for about 20 to 25 years, save landscaping. In 25 years, this project would need some improvements. There was a question regarding timing. Axtell stated that the first requirement is to obtain agreement with the Township. If this proposal were to be approved in the upcoming months of 2019, RCWD will be spending the rest of the year designing, in communication with staff, bidding over the winter, and then constructing in 2020. Construction will take about the month, though electrical and minor things will take a couple months.

Kelly noted that RCWD has a healthy indemnification, which he noted as "good faith." He also stated that an easement would encumber a license access agreement. It was noted that the Park Board should look into this agenda item. Axtell stated RCWD will be in full communication with neighborhoods surrounding this area and will hold meetings. There was question regarding safety. Since the ponds are shallow, there is no concern regarding safety.

There will be more discussion after this proposal has run through other committees, though the board is on the affirmative side as the land was purchased by the EDA for this exact reason and Bald Eagle Lake water quality is held at high regard.

**MDH WATER DISCUSSION:** The State Drinking Water Act (SDWA) established periodic monitoring (every 5 years) through the Unregulated Contaminants Monitoring Rule (UCMR) to assess occurrence of select constituents from the contaminant list for potential regulatory consideration. UCMR4 is the 4<sup>th</sup> cycle of UCMR monitoring. With the new list of chemicals which now includes manganese, the Minnesota Department of Health is testing wells for a specific list of certain chemicals. Manganese, a natural metal in ground water, has been found in three of the Town's six wells. Well #2 has a level of .002 and Well #5 has a level of .3 (ug/L). The

**MINUTES  
TOWN BOARD EXECUTIVE MEETING  
MARCH 29, 2019**

Township has already made corrections to the water. It was noted that this is a health standard and that the Town's wells are not out of compliance. The Minnesota Department of Health has informed the Town to share the information with the residents prior to State testing. The Engineer stated that TKDA will be meeting with the MDH next week to discuss the matter with them and receive their recommendation regarding what the level of Eurofins should be. At that meeting, in the middle of March, the MDH has given the wells a 'clean bill of health.' The MDH has given some notice that the Township is now in compliance with these required levels of Manganese levels.

**SOUTHWIND HOLDINGS LLC, 5960 HIGHWAY 61 SAC DETERMINATION REQUEST:** It was discussed that there was some confusion between the Met Council and property owner concerning the SAC charges, but it has since been resolved. The owner was able to use SAC credits from car wash that was converted to the liquor store. In his new proposed restaurant, it will be charged 8 SAC units. He resolved that 8 SAC credits with the Met Council and there will be no Town Board action needed.

There was discussion of the proposed restaurant. The restaurant will have seating inside. Parking was discussed, there should be adequate parking. SAC credits stay with property and are determined on square footage and usage of the building. There were 10 credits from the car wash, 8 moved to liquor store. Town decided credits will stay with the property, even the 2 extra credits. There was a question about the outdoor patio, he said it would take up parking and he would have to through the planning process, so it's not in the proposal.

**THE STABLE OF WHITE BEAR TOWNSHIP – UPDATE:** Larry Alm, developer, sent an email to the Planner in response to a plat layout considered by the Town Board. The Board was interested in the value of the out lots in the southerly portion of the property in relation to the buildable portion of the abutting lots. Larry Alm stated that in his opinion the lots are large enough as they are drawn, increasing the size by adding in the wetland areas really will not add value, but most likely would be seen as a negative. The bike path is a good lot line (border) as shown and is totally acceptable. The out lot is wet and is not usable and so adding it into the lots themselves will result in higher property tax which is never received well.

The Planner stated that the neighbors have provided input into the trail proposed as part of this project. The trail would connect to the trail at Deer Meadow Park. The residents would like a paved trail. Due to the wetlands, a boardwalk has been proposed but the plan could be for a paved trail with a bridge over the wetland. This work could be done by the work crew provided by the Department of Corrections. It was noted that having a bridge versus a boardwalk over the wetland would allow public works to take their small park equipment over the bridge. An engineering proposal would be needed for the project. Engineering services is estimated to be approximately \$15,000.

The updated proposal was from 2017, so the Board had staff get another proposal. This one came in a little lower, from Larson Engineering. Larson's proposal came in at \$18,000, \$500 less than TKDA's proposal. This agenda item will be discussed at the Town Board Meeting on April 1, 2019. It was noted that in the following days and meetings the Board should take into consideration staff's comfort level of Larson's completion in satisfaction to the Township.

MINUTES  
TOWN BOARD EXECUTIVE MEETING  
MARCH 29, 2019

**2019 DEER SURVEY – RECEIVE:** Ramsey County Parks and Recreation Department provided a summary of the 2018 deer hunt. Gem Lake doesn't participate in the program that is why the number '54' is not broken down. Ramsey County takes notes of the deer population so there is no overpopulation. Benson Airport property has fairly low numbers this past year. There was discussion on hunts in that area. Two deer were harvested from 2 Township members last year. There was discussion on whether or not the Township should limit that hunting area to Township residents only. There will be more discussion as fall gets closer.

Ruzek made the motion to take a 12-minute recess and to reconvene at 12:40 p.m. McCune seconded. Ayes all.

Prudhon called the meeting back to order at 12:41 p.m.

**REAL PROPERTY FIRE LOSS ESCROW ACCOUNT:** The Clerk reported that based on the Town Board's concern for the possibility of fire loss on Bald Eagle Island and the cost to repair/raze the property, the Town Board, on February 2, 2015, passed a resolution establishing a fire escrow account pursuant to MN. Statute, Section 65A.50. The resolution, attached in the packet, was subsequently filed with the Minnesota Department of Commerce Insurance Division. Section 13(b) of 65A.50 states that municipalities on the list shall report every two years to the commissioner in writing regarding the extent of the municipality's use of this section and the effect of this section on arson fires in that municipality. The report must be filed with the commissioner no later than 90 days after the two-year anniversary of the municipality's placement on the list. **It was the consensus to continue participation in the Real Property Fire Loss Escrow Account. The matter will be placed on the Consent Agenda for the April 1, 2019 Town Board Meeting.**

**PAVEMENT MANAGEMENT PROGRAM – UPDATE:** An informational meeting about the pavement management program was scheduled for February 27<sup>th</sup>. Feedback was received from affected residents regarding what work can be done on their streets. There was discussion regarding assessments. It was the consensus that the pavement management program information relative to assessments provides a breakdown of assessments at 50% — 75% — and 100%. There was discussion regarding having an appraiser provide information regarding property values. The Town Attorney will take care of getting general information to determine the benefit to a property from the road work. It was noted that franchise fees, if the Town is able to collect them, would assist in the cost of the road work. The Town Attorney reported that language amending the definition of the Township to "urban" township has been sent for legislative review. This amendment would allow the Town to collect franchise fees. The soonest that fees could be collected would be 2020, due to process. TKDA presented an overview of the pavement management program at the March Annual Meeting.

At the Executive Town Board Meeting of March 29, 2019, Poppler gave a report on the responses that were received from the surveys sent out to residents. Hobe area, 8 commented that they didn't think road repairs were needed. Several commented on West Bald Eagle Road, some commented on drain issues. It should be noted that a reclamation project occurred in 2006 in the Hobe area. It was a 15-year assessment on whether or not curbs and gutters should

**MINUTES  
TOWN BOARD EXECUTIVE MEETING  
MARCH 29, 2019**

be added. In late March the Town Engineers received the Soil Borer report. It recommended just a mill and overlay to the edges so you get more thickness and crown off the road of Hobe.

Fourth and Fifth have more severe drainage issues. The Soil Borer report described only an inch and a half of mill and overlay, whereas normal is three and a half inches. Parkview and Parkview Court have some drainage and curb concerns among residents. Poppler agreed that about 80% of curb and gutter need work. From the survey, it was the consensus that there is neighborhood support for this project. It was determined that Parkview and Parkview Court need a mill and overlay as well. The Weston Woods area had mixed support and folks wanting to wait a year.

A question was brought up about the drainage issues that are being mentioned, whether they are fairly simple processes or not. Poppler stated that Fourth and Fifth are a little more work because of the culverts. The rest are more simple, settlements in the curb.

White Bear Parkway has issues with pavement, and a mill and overlay is suggested even though more was considered. There was discussion on parking ordinances, whether or not 'no parking' signs should be implemented. Residents questioned whether Wilbert Plastic Services was going to be taxed at a different amount. Unit assessments were discussed and commercial properties have multiple units, whereas residential properties have less.

From the report, the Town Engineer stated that all of the areas discussed would be getting a mill and overlay, with the exception of Fourth and Fifth. The Town Engineers will be exploring the cores of Parkview Court and Weston Woods in the Township.

The Town Board will receive a Feasibility report at the April 15, 2019 meeting. By the Public Hearing on May 21, 2019, the Town Engineers will give data and research supporting how these road improvements will help property values. The mill and overlay work being done in 2019 will be considerably more affordable than the heavy duty improvements on the plan for 2020. However, the Township is looking into other funding sources for the 202 year improvements to help lessen the financial burden of Township residents.

There will be more discussion on this agenda item in the coming meetings.

**GIS IMPLEMENTATION:** Larry Poppler, TKDA reviewed the Town's desire toward moving to an asset management software with some of TKDA's technical experts including Allison Johnson who is a GIS Specialist for TKDA. Dan Nesler, a registered engineer for TKDA has assisted other communities in the past with setting up their GIS systems. Poppler provided the following Overall Goal for GIS implementation for Board consideration: "Purchase and establish location based software which is convenient and easy to use to allow for White Bear Township Staff to manage Public Works assets and the use of software by other Township divisions. The software should allow for field retrieval of mapping, as-built documents, photos, and any other data attributes (type, year of install, maintenance history, elevations, etc.) As maintenance is completed it is automatically updated once field personnel enter their activity from the field. The software should be able to create maps and reports as desired by the user."

**MINUTES  
TOWN BOARD EXECUTIVE MEETING  
MARCH 29, 2019**

The function of the location based asset management happens with two or more different software programs. ArcGIS is an industry standard for GIS software and is an industry standard for computer documents. The ArcGIS program includes the mapping of assets throughout the community as well as attributes for that asset. Many of the Town's assets are already mapped using Autocad. These include water systems, sanitary systems, storm systems, and streets. The base mapping is fairly easy to convert to ArcGIS. Other asset management programs integrate with ArcGIS information and offer management tools and reporting for assets. There are other programs that perform the function of asset management but they all use the information from ArcGIS. The Engineer reviewed Asset Management Software selection process and the timeline for meeting with staff on processes (March); software evaluation team (March); review overall software options (April); create evaluation criteria matrix (April); gather critical information for ArcGIS database; (May); software evaluation meeting to rank software based on demos (May); secure cost information for software (May); prepare recommendation memo (June); presentations to Utility Commission and Town Board (July); purchase software (August).

The Engineer reported that a field locator device will also be necessary. The cost of the device ranges from \$5,000 - \$20,000. He will put together two quotes for the pricing and what is a priority. He noted that TKDA owns ArcGIS software and can convert some of what is needed. However, the Town will own its own software and hold the license.

The subject of training was brought up. Staff will need to be trained in how to use this software system on their own devices. The software will target any potential or future problems including maintenance on the Town's assets. This organizational system will only be as good as the organizational methods that go into it, and updates will be needed regularly. A question was asked about electronic storage capability. The Town has room for it, though electronic devices, such as one desktop computer and a couple laptops for vehicles, may need to be purchased. Security measures were discussed. TKDA broke down the Township's next steps into 6 steps: 1) Convert Town's assets from Autocad to GIS and set up fields for each asset; 2) Go into Engineer's drawings and plug in the data from number 1; 3) Purchase software and devices to access the asset data via the software and purchase ArcGIS; 4) Gather field data to ensure accuracy by locating and documenting all the Town's assets; 5) Asset management software selection is a program that will work with ArcGIS; 6) Managing the information from that point on. The Town is planning on hiring two interns; they will help gather the field data, which will cut costs. The Town's Capital Improvement Fund has earmarked about \$400,000 for setting up this system, and \$10,000 is allocated for the software. Poppler estimated 400 hours to manage the data, though training is included in these numbers. Timeline and mapping can be done in 2019, as well as purchasing the hardware and potentially hiring an intern. It was the consensus that the Town Board does approve of the plan.

**TOBACCO REGULATIONS – EDUCATIONAL TOBACCO COMPLIANCE CHECKS FUNDING & ORDINANCE AMENDMENTS:** Katie Engman advised the Sheriff's Contract Group on March 14, 2019 that there is funding available to the Contract Communities that will allow them to perform educational tobacco compliance checks to help further educate the vendors. Of the 7 communities that are involved in the Contract Group, 4 to 5 of them are looking to implement Tobacco 21. If the board wishes to have the additional educational compliance checks performed the cost to the Township would be \$10.00 per vendor for the

**MINUTES  
TOWN BOARD EXECUTIVE MEETING  
MARCH 29, 2019**

following vendors: White Bear Township Holiday, 1150 County Road J; Cub Foods, 1059 Meadowlands Drive; Holiday Stationstores, 5970 Highway 61; Bald Eagle Investments, 5960 Highway 61.

If the Board wishes to amend the Township's Tobacco Ordinance, Engman could provide the Town with a model from which to work from the potential changes such as: Prohibiting the sale to anyone under 21, restricting the sale of flavored tobacco products, updating current tobacco product language.

There was discussion of waiting to see how White Bear Lake handles this agenda item. Public Safety Commission will also discuss this agenda item at the April 4, 2019 meeting. It was the consensus that the Board will see what the Public Safety Commission recommends and will discuss more at the April Town Board Executive Meeting.

**PUBLIC WORKS DIRECTOR REPORT:** The Public Works Director reviewed the Public Works Department Activity Report for the month of March. The upgrades for **Lift Station #9** are in the works and will be submitted to the Town Board for approval. The progress for the **Water Meter Updates** was reiterated. The Public Works Department will be reading meters in the beginning of April. Information regarding **GIS Implementation** was reiterated. **The Hammond Road Water Tower Painting** has received bids and the Town will discuss approval of the lowest bid at the April 1, 2019 Town Board Meeting. The Director reported that he is working on finding quotes for crack sealing Township roads. He also reported that he is contacting the contractor for the work done on Bellaire Beach to find out the estimated date for finishing construction on the Beach house.

**CODE ENFORCEMENT OFFICER – BUILDING INSPECTOR ITEMS:** The rate (from 5 to a 6) is what the property is paying in regards to insurance. Recommend the staff to see what they can do to reverse the process. They have done this about every 3 to 4 years. The authority will allow the Town to upgrade from the last evaluation.

**HIRING OF TWO PART-TIME ADMINISTRATIVE INTERNS:** The Town is looking to hire two part-time administrative interns. Their primary focus of work would be working through establishing a records retention set up program so the Township can start to responsibly manage long term and short term documents, licenses, permits, A/R and A/P. The Town Board will discuss and potentially approve the wage of \$12.00 per hour and 20 hours per week at the Town Board Meeting on April 1, 2019. Kelly and the Clerk talked budget impact, because the Township did not budget for them, but the Township can effectively afford them. Interviews will start in the month of April.

**ADMINISTRATIVE OFFICE UPGRADES – UPDATES:** TKDA had given proposals on the Township Administrative Office Upgrades. At the Executive Board Meeting on March 29, 2019, the Board directed the Town Clerk to do some comparative shopping as it relates to the Capital Improvement upgrades that are going on at Township Hall in summer of 2019. Town did receive another bid from SEH in the amount of \$19,000. This proposal, if accepted, will tie into the Capital Improvement Fund. Some upgrades that are needed are replacing carpet, painting the interior, and placing tile. Replacing the roof is scheduled for 2020.

**MINUTES  
TOWN BOARD EXECUTIVE MEETING  
MARCH 29, 2019**

TKDA had given the Town a proposal, though SEH's proposal included construction administration bidding services and cost estimates to the Town Board which were not included in the TKDA proposal. Based on that, it is Staff's recommendation to work with SEH for the office upgrades at Township Hall this summer. The Town Board will review it at the Town Board Meeting on April 1, 2019.

**LGA – URBAN TOWNSHIP DISCUSSION:** Retired Town Board Chair Bob Kermes, Christopherson, and Pat Kelly spoke with Senator Chamberlain and three representatives from the Department of Revenue on March 19, 2019. They discussed wording of the definition under which the Township fits. As of now, the Township receives about \$15 from Local Government Aid. White Bear Township is looking into becoming an "urban township" in definition. If it gets through the impact is unknown because there is no current "urban" township that exists by definition. If this goes through to be: Local Government Aid going to cities, towns, and urban townships. If this goes through, it will help relieve the burden of budget for the Township government as well as each individual resident. This change, if any, will affect 2020 taxes not 2019. It was the consensus that the Board will wait on updates from the Clerk. It was noted that the legislature set aside \$10 Million for Township government aid, but White Bear Township doesn't qualify for that either.

**STABLE OF WHITE BEAR – TOWNSHIP LAND MANAGEMENT – STRATEGIC PLANNING:** Tom Riedesel, Pat Kelly, and Christopherson met on March 28, 2019 to go over some concerns they had about an old TIF project over at the old Stoddard property. Christopherson is looking for some advice on how the Staff should proceed with the statute of the right to first refusal and that that could potentially come into play. Kelly talked to three specialists in the area. Discussion was had on how to market to developers regarding TIF protocol. The reason for this discussion is because the Town bought the land with TIF money, so it has to be sold with TIF money. Christopherson stated that Staff will execute the plan however the Board desires, but first every avenue has to be addressed and considered. Kelly and Christopherson will work on getting appraisals for the property and will update the Board at future meetings.

**OPEN TIME:** No one was present for open time. The Board discuss some logistics of the Tree Trust initiative regarding the Water Gremlin settlement.

**RECEIPT OF AGENDA MATERIALS / SUPPLEMENTS:** Ruzek moved to receive all of the agenda materials and supplements for today's meeting. McCune seconded. Ayes all. Ruzek moved to adjourn the meeting at 3:42 p.m. McCune seconded. Ayes all.

Respectfully Submitted,

Patrick Christopherson  
Clerk-Treasurer



## Town Board Executive Meeting April 26, 2019

**Agenda Number:** 4

**Subject:** Pavement Management Program - Update

**Documentation:** None

### Action / Motion for Consideration:

Town Clerk Report at Meeting / Discuss

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**Minutes**  
**Executive Meeting**  
**March 29, 2019**

**PAVEMENT MANAGEMENT PROGRAM – UPDATE:** An informational meeting about the pavement management program was scheduled for February 27<sup>th</sup>. Feedback was received from affected residents regarding what work can be done on their streets. There was discussion regarding assessments. It was the consensus that the pavement management program information relative to assessments provides a breakdown of assessments at 50% — 75% — and 100%. There was discussion regarding having an appraiser provide information regarding property values. The Town Attorney will take care of getting general information to determine the benefit to a property from the road work. It was noted that franchise fees, if the Town is able to collect them, would assist in the cost of the road work. The Town Attorney reported that language amending the definition of the Township to “urban” township has been sent for legislative review. This amendment would allow the Town to collect franchise fees. The soonest that fees could be collected would be 2020, due to process. TKDA presented an overview of the pavement management program at the March Annual Meeting.

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project. It was determined that Parkview and Parkview Court need a mill and overlay as well. The Weston Woods area had mixed support and folks wanting to wait a year.

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There will be more discussion on this agenda item in the coming meetings.



**Town Board Executive Meeting  
April 26, 2019**

**Agenda Number:** 5

**Subject:** I & I - Update

**Documentation:** None

**Action / Motion for Consideration:**

Report at Meeting / Discuss

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**Minutes**  
**Executive Meeting**  
**March 29, 2019**

**I & I – UPDATE:** Televising of the sewer line around the lake will be done for the joint sealing project. The sanitary sewer line in Centerville Road will also be televised and cleaned. The Engineer will let Dennis Seidl know about the project since he has expressed concern about odors which he feels is coming from sewer pipes. The funding for this project will come from the Sewer and Water Fund.



## Town Board Executive Meeting April 26, 2019

**Agenda Number:** 6

**Subject:** Water Meter - Update

**Documentation:** None

### Action / Motion for Consideration:

Report at Meeting / Discuss

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**Minutes**  
**Executive Meeting**  
**March 29, 2019**

**WATER METERS – UPDATE:** The proposed settlement agreement has been provided to Core & Main and Sensus and they have reviewed the document with no notable changes. At the February meeting, it was noted that schedule 3 of the agreement states that pricing is good for 90 days. Since 90 days will have lapsed by the time the agreement is finally signed a question was asked if the pricing will remain as is or changed. It was noted that the pricing will not change. Another concern was how the meters would be tagged. It was noted that each meter needs to have an identification number and the address from which it was removed. There was discussion regarding access to the residences by the installers. It was the consensus that two attempts be made and if the property owner does not respond the Town will take responsibility to install the meter and the property owner will be assessed a \$300 per quarter administrative fee if access is not provided. The matter will be placed on the agenda for the April 15, 2019 Town Board meeting with recommendations from staff. Storage of the removed meters was discussed. Storage should allow access if a particular meter needs to be removed.

Core & Main and Sensus are willing to proceed with the current proposal. There was discussion on signing. It was the consensus that the Town will proceed with Core & Main and Sensus on Friday, April 5, 2019. Storage will be discussed at that meeting as well. Once the meeting with Core & Main and Sensus is completed, Kelly will draw up documents regarding language the contract. A notice will go out to residents on April 10, 2019 regarding this implementation. Implementation is scheduled for summer 2019. A copy of the notice will be emailed to the Board before it is mailed out.



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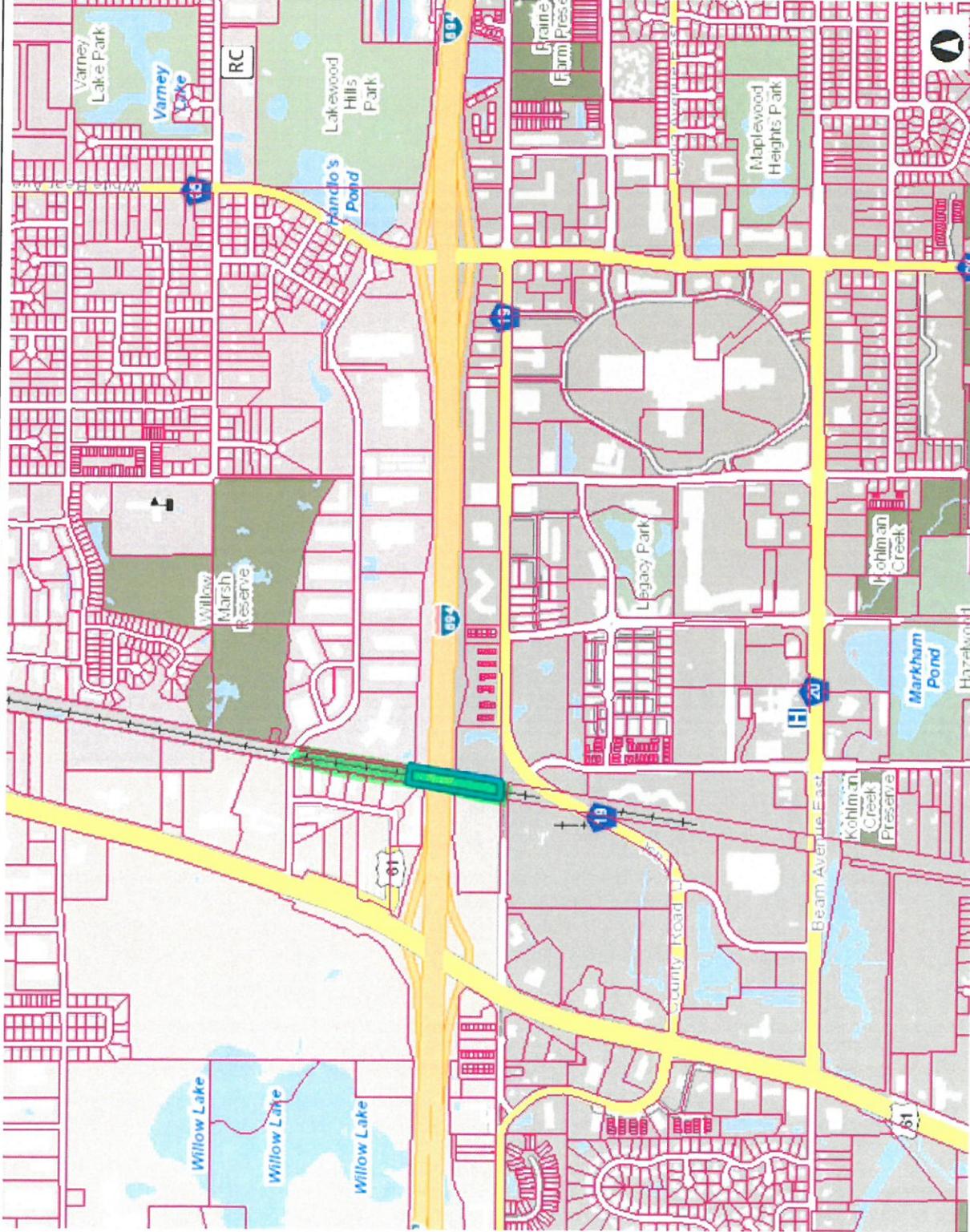
**Agenda Number:** 7

**Subject:** Rush Line Corridor – Staff Update

**Documentation:** Map

**Action / Motion for Consideration:**

Town Planner Report at Meeting/ Discuss



**Legend**



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

*Green = Rust Line  
CORRIDOR IN  
WHITE BEAR TWP.*

**Notes**

Enter Map Description

2,666.7 0 1,333.33 2,666.7 Feet

This map is a user generated static output from an internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.  
THIS MAP IS NOT TO BE USED FOR NAVIGATION



**Town Board Executive Meeting  
April 26, 2019**

**Agenda Number:** 8

**Subject:** Cell Tower Leases – Review

**Documentation:** Lease List

**Action / Motion for Consideration:**

Report at Meeting/ Discuss

I have reviewed the files provided to our office. For your records, below is an update regarding the leases, based on the files provided:

	<b>Company</b>	<b>Location</b>	<b>Comments</b>
1	Windstream Corp (formerly Sprint)	Hoffman Road (old Town Hall Site)	- lease (attached as NorthStar Access – Hoffman Road) entered into Nov 1, 1999 for 5 years w/right to renew 3 times (5 years each), which would expire Oct 31, 2019 - Windstream NorthStar, LLC is successor in interest to NorthStar Access; no mention of Sprint in file
2	Verizon Wireless	Benson Airport (NE Water Tower)	- scan sent Friday, April 5 - entered into Oct 4, 1999 for 5 years (terminating Oct 15, 2004) w/option to extend 3 times (5 years each), which would expire Oct 15, 2019 - Sep 28, 2006 letter (attached) indicates termination; no executed termination agreement in file
3	T-Mobile	Benson Airport (NE Water Tower)	- scan sent Friday, April 5 - entered into March 23, 2007 for 5 years w/right to extend 3 times (5 years each), which would expire March 22, 2027 - 1 <sup>st</sup> Amendment re: rent abatement of \$30,000 and right to renew 2 additional times (5 years each): scan sent Friday, April 5 – no executed 1 <sup>st</sup> Amendment in file
4	CC TM PA LLC (formerly T-Mobile)	Hoffman Road (old Town Hall Site)	- scan sent Friday, April 5 - entered into Aug 4, 2006 commencing on a date specified in a letter from Town to Tenant (which letter was not in the file) for 5 years w/right to extend 4 times (5 years each)
5	Sprint Spectrum LP	Hammond Road Water Tower	- scan sent Friday, April 5 - entered into Oct 7, 1996 (signed Oct 14, 1996) for 5 years (terminating Oct 6, 2001) w/option to extend 3 times (5 years each), which would expire Oct 6, 2016

			- Aug 30, 2005 memo (attached) indicates Sprint's desire to renegotiate lease; no renegotiated lease in file
6	Sprint/Clear Wireless LLC	Hoffman Road (old Town Hall Site)	- nothing found in file; could Nextel drafts be precursor to this lease?
7	Ramsey County Sheriff's Dept	County Road J and Hwy 61	- scan sent Friday, April 5 was missing sig page - Agreement (attached) is unsigned; term is at will - 1998 Memorandum of Understanding & Agreement (attached) signed by all except County Manager; RCSD to pay \$1.00/year
8	Nextel – Drafts Only		- Nextel drafts (attached); no executed lease in file

We are waiting to hear back from Connor O'Sullivan. Please let me know if you have any questions.

Thank you,

Rachel N. Swenson  
Attorney at Law

Kelly & Lemmons, P.A.  
2350 Wycliff Street  
Suite 200  
St. Paul, MN 55114

651-224-3781  
651-223-8019 (Fax)

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**Town Board Executive Meeting  
April 26, 2019**

**Agenda Number:** 9

**Subject:** Ordinance Clarity & Procedures Discussion

**Documentation:** None

**Action / Motion for Consideration:**

Report at Meeting/ Discuss



## Town Board Executive Meeting April 26, 2019

**Agenda Number:** 10

**Subject:** Tobacco Ordinance Amendment - Update

**Documentation:** None

### Action / Motion for Consideration:

#### Report at Meeting/ Discuss

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**Minutes**  
**Executive Meeting**  
**March 29, 2019**

**TOBACCO REGULATIONS – EDUCATIONAL TOBACCO COMPLIANCE CHECKS FUNDING & ORDINANCE AMENDMENTS:** Katie Engman advised the Sheriff's Contract Group on March 14, 2019 that there is funding available to the Contract Communities that will allow them to perform educational tobacco compliance checks to help further educate the vendors. Of the 7 communities that are involved in the Contract Group, 4 to 5 of them are looking to implement Tobacco 21. If the board wishes to have the additional educational compliance checks performed the cost to the Township would be \$10.00 per vendor for the following vendors: White Bear Township Holiday, 1150 County Road J; Cub Foods, 1059 Meadowlands Drive; Holiday Stationstores, 5970 Highway 61; Bald Eagle Investments, 5960 Highway 61.

If the Board wishes to amend the Township's Tobacco Ordinance, Engman could provide the Town with a model from which to work from the potential changes such as: Prohibiting the sale to anyone under 21, restricting the sale of flavored tobacco products, updating current tobacco product language.

There was discussion of waiting to see how White Bear Lake handles this agenda item. Public Safety Commission will also discuss this agenda item at the April 4, 2019 meeting. **It was the consensus that the Board will see what the Public Safety Commission recommends and will discuss more at the April Town Board Executive Meeting.**

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**Minutes**  
**Public Safety Commission**  
**April 4, 2019**

**NEW BUSINESS – TOBACCO 21:** Katie Engman advised the Sheriff's Contract Group on March 14, 2019 that there is funding available to the Contract Communities that will allow them to perform educational tobacco compliance checks to help further educate the vendors. Of the 7 communities that are involved in the Contract Group, 4 to 5 of them are looking to implement Tobacco 21. If the board wishes to have the additional educational compliance checks performed the cost to the Township would be \$10.00 per vendor for the following vendors: White Bear Township Holiday, 1150 County Road J; Cub Foods, 1059 Meadowlands Drive; Holiday Stationstores, 5970 Highway 61; Bald Eagle Investments, 5960 Highway 61.

If the Board wishes to amend the Township's Tobacco Ordinance, Engman could provide the Town with a model from which to work from the potential changes such as: Prohibiting the sale to anyone under 21, restricting the sale of flavored tobacco products, updating current tobacco product language.

There was discussion of waiting to see how White Bear Lake handles this agenda item. There was discussion of the state regulation moving through the legislation regarding Tobacco 21, HF331. Economic impact, PR among the communities, and other factors were also discussed.

**Linn made the motion to recommend to the Town Board to follow the progress of HF331 until it reaches its ultimate end, upon which time the Commission will render a recommendation. Anderson seconded. Ayes all.**

Anderson made the motion to recommend participating in the proposed educational compliance checks for the \$10 per vendor, since last year the Township was at 100% compliance with its vendors. LaBlanc seconded. Ayes all.



**Town Board Executive Meeting  
April 26, 2019**

**Agenda Number:** 11

**Subject:** FEMA LOMA Requests

**Documentation:** Draft Resolution

**Action / Motion for Consideration:**

Report at Meeting/ Discuss

EXTRACT OF MINUTES OF A MEETING OF THE TOWN  
BOARD OF THE TOWN OF WHITE BEAR, MINNESOTA,  
HELD ON \_\_\_\_\_, 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 \_\_\_\_\_, 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 ESTABLISHING A POLICY PROVIDING  
TOWNSHIP ASSISTANCE TO PROPERTY OWNERS FOR  
CORRECTION OF FLOOD INSURANCE MAPS**

WHEREAS, pursuant to requirements established by the National Flood Insurance Act, and Minnesota Statutes, Section 104, White Bear Township on September 15, 1993, adopted Ordinance No. 57 (Flood Plain Management Ordinance) which includes the Flood Insurance Rate Map (FIRM) and,

WHEREAS, the Flood Insurance Rate Map for White Bear Township was prepared by the Federal Emergency Management Agency (FEMA) and which is an effective date of September 18, 1985, and updated June 4, 2010, indicates properties that were likely to be flooded during the 100 year flood event (Special Flood Hazard Zone A) and

WHEREAS, properties that are indicated on the FIRM as being in Zone A are required to purchase flood insurance and

WHEREAS, many properties in the Township are located in areas that were developed after the 1985 FIRM was drawn and

WHEREAS, White Bear Township, through its Flood Plain Management Ordinance, Zoning Ordinance, Subdivision Regulations, and other development controls have guided the construction of new developments so that they are not likely to be flooded during the 100 year storm event and

WHEREAS, FEMA revises their Flood Insurance Rate Maps (FIRM) so as to accurately depict the current Flood Hazard Zones, **based on approved LOMA's and**

WHEREAS, many residents of White Bear Township own properties in White Bear Township that have been developed so that they are not likely to flood but are located in areas that were indicated to be in Flood Hazard Zone A.

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

Recognizes that the Flood Insurance Rate Maps may **continue to** need to be amended and further be it

RESOLVED, that the Town Board has established this official Township policy to assist individual property owners in completing the LOMA process by:

- 1) Authorizing Township staff to assist individual property owners in preparing the following LOMA forms:
  - a. Community Acknowledgement of Requests Involving Fill.
  - b. Certificate of Fill Compaction.
- 2) Authorize the use of Township funds to pay for the Township Engineer to complete the Elevation Information Form **and the Department of Homeland Security – Federal Emergency Management Agency Application Form for Single Family Residential/lot or Structure Amendments to Natural Flood Insurance Program maps.**
- 3) **Require a fee of \$\_\_\_\_\_ from the property owner to offset a portion of the cost for the Township Engineer and Town Staff to complete the LOMA application from. (Note: The fee is currently \$150. Actual Engineer's time to complete the work exceeds this amount by a few hundred dollars.)**
- 4) **The application (homeowner) shall be responsible for sending the completed from to FEMA.**

RESOLVED, that the property owners will be responsible for performing all other duties of the applicant including completion of the Elevation Certificate.





**Town Board Executive Meeting  
April 26, 2019**

**Agenda Number:** 12

**Subject:** Public Works Director Report

**Documentation:** None

**Action / Motion for Consideration:**

Report at Meeting/ Discuss



**Town Board Executive Meeting  
April 26, 2019**

**Agenda Number:** 13

**Subject:** Code Enforcement Officer / Building Inspector Items:  
A. 5456 Township Drive

**Documentation:** Code Enforcement Officer Memo

**Action / Motion for Consideration:**

Building Inspector Report at Meeting / Discuss

## MEMORANDUM

**TO: TOWN BOARD**  
**FROM: MIKE JOHNSON**  
**DATE: APRIL 18, 2019**

**SUBJECT: 5456 TOWNSHIP DRIVE**

---

The Township issued a citation on March 4, 2019 for the unlicensed vehicle parked at 5456 Township Drive. Currently the vehicle is properly licensed and in operable condition. A court hearing is expected in the near future.

# CITATION

<b>State of Minnesota</b>			
Citation #: <b>620000121516</b>			
County Name: <b>Ramsey</b>		Sequential Citations ___ of ___	
Identification: <input type="checkbox"/> DL <input type="checkbox"/> DVS Web <input type="checkbox"/> Photo ID <input type="checkbox"/> FP <input type="checkbox"/> Other			
DL Number: _____ MN <input type="checkbox"/> CDL <input type="checkbox"/> State			
Name: First Middle Last Suffix <b>James Wong</b>			
Address - Street, Apt # <b>1981 Campbell Circle</b>			
City <b>White Bear Lake</b>		State <b>MN</b>	Zip <b>55110</b>
DOB (mm/dd/yyyy) <b>05-15-57</b>	Height	Weight	Eyes
Gender <b>M</b>			
<input type="checkbox"/> Juvenile Court Offense. Circle One: <b>JTR, JPO, DEL</b>		Parent or Guardian's Name: Address:	
		<input type="checkbox"/> Same address as Juvenile	
Veh. Lic. No.	Plate Year	State	Make
			Style <input type="checkbox"/> 16+ pass.
Date of Offense <b>3-4-19</b>		Time of Offense <b>09:00</b>	
<input type="checkbox"/> Unsafe conditions Weather: _____		<input type="checkbox"/> Endangering Life or Property* *Court appearance required if checked	
		<input type="checkbox"/> Commercial Vehicle DOT# _____ #Pounds overweight: _____ <input type="checkbox"/> Hazardous Materials (DOT)	
<input type="checkbox"/> Driver	<input type="checkbox"/> Owner	<input type="checkbox"/> Passenger	<input type="checkbox"/> Operate
			<input type="checkbox"/> Parked <input type="checkbox"/> Booked
Offense Location <b>5456 Township Dr</b>		Circle One: City/County/Township/Other Of: <b>WBT</b>	
Offense <b>Unauthorized Inoperable Vehicle</b>	Charge Description <b>35.7-62A</b>	Statute/Ordinance	<input type="checkbox"/> 3rd violation PM, M, GM
Offense	Charge Description	Statute/Ordinance	<input type="checkbox"/> 3rd violation PM, M, GM
Offense	Charge Description	Statute/Ordinance	<input type="checkbox"/> 3rd violation PM, M, GM
Offense	Charge Description	Statute/Ordinance	<input type="checkbox"/> 3rd violation PM, M, GM
<input type="checkbox"/> Speed Minn. Stat. § 169.14, subd. _____ mph _____ Limit		<b>PM, M</b> <input type="checkbox"/> 3rd in 12 months	
<input type="checkbox"/> No proof of Insurance Minn. Stat. § 169.791, subd _____		<b>M, GM</b>	
<input type="checkbox"/> No Seat Belt Use Minn. Stat. § 169.686.1(a)		<b>PM</b>	
<input type="checkbox"/> AC Taken - AC: _____ Test type: <input type="checkbox"/> Breath <input type="checkbox"/> Blood <input type="checkbox"/> Urine <input type="checkbox"/> Other Substance <input type="checkbox"/> Refused			
Observed Race/Ethnicity _____			
<b>If this is a payable citation, you must pay the amount owed or schedule an appearance within 30 days from the date the citation was issued. See the back of this citation for more information.</b>			
Officer(s) Name(s) <b>[Signature]</b>		Officer No(s) <b>302</b>	Prosecutor
Controlling Agency (CAG) <b>MN0620000</b>		How Issued <input type="checkbox"/> In Person <input type="checkbox"/> Mailed <input type="checkbox"/> Left at the Scene	
Agency Name: <b>WBT</b>		Date Issued <b>3-4-19</b>	
CN/ICR			

620000121516



**Town Board Executive Meeting  
April 26, 2019**

**Agenda Number:** 14.a

**Subject:** Clerk-Treasurer Report:  
a. DNR Groundwater Management - Update

**Documentation:** None

**Action / Motion for Consideration:**

Report at Meeting / Discuss

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**Minutes  
Executive Meeting  
March 29, 2019**

**DNR GROUNDWATER MANAGEMENT – UPDATE:** A Court of Appeals hearing was held on January 24, 2019. The Appellate Court has 90 days to respond to appeals. All the attorneys involved will receive emails prior to release of the Courts decision. By the April Executive meeting, there will be more to discuss, as the 90 days will be completed.



**Town Board Executive Meeting  
April 26, 2019**

**Agenda Number:** 14.b

**Subject:** Clerk-Treasurer Report:  
b. Water Gremlin - Update

**Documentation:** None

**Action / Motion for Consideration:**

Report at Meeting / Discuss



**Town Board Executive Meeting  
April 26, 2019**

**Agenda Number:** 14.c

**Subject:** Clerk-Treasurer Report:  
c. Summer Road Projects - Update

**Documentation:** None

**Action / Motion for Consideration:**

Report at Meeting / Discuss



**Town Board Executive Meeting  
April 26, 2019**

**Agenda Number:** 14.d

**Subject:** Clerk-Treasurer Report:  
d. Consumer Confidence Report - Review

**Documentation:** Report

**Action / Motion for Consideration:**

Report at Meeting / Discuss

# White Bear Township

## 2018 DRINKING WATER REPORT

### Making Safe Drinking Water

Your drinking water comes from a groundwater source: six wells ranging from 360 to 445 feet deep, that draw water from the Prairie Du Chien-Jordan and Jordan aquifers.

White Bear Township works hard to provide you with safe and reliable drinking water that meets federal and state water quality requirements. The purpose of this report is to provide you with information on your drinking water and how to protect our precious water resources.

Contact White Bear Township, Utility Billing, at 651-747-2754 if you have questions about White Bear Township's drinking water. You can also ask for information about how you can take part in decisions that may affect water quality.

The U.S. Environmental Protection Agency sets safe drinking water standards. These standards limit the amounts of specific contaminants allowed in drinking water. This ensures that tap water is safe to drink for most people. The U.S. Food and Drug Administration regulates the amount of certain contaminants in bottled water. Bottled water must provide the same public health protection as public tap water.

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency's Safe Drinking Water Hotline at 1-800-426-4791.

### White Bear Township Monitoring Results

This report contains our monitoring results from January 1 to December 31, 2018.

We work with the Minnesota Department of Health to test drinking water for more than 100 contaminants. It is not unusual to detect contaminants in small amounts. No water supply is ever completely free of contaminants. Drinking water standards protect Minnesotans from substances that may be harmful to their health.

Learn more by visiting the Minnesota Department of Health's webpage [Basics of Monitoring and Testing of Drinking Water in Minnesota](https://www.health.state.mn.us/communities/environment/water/factsheet/sampling.html) (<https://www.health.state.mn.us/communities/environment/water/factsheet/sampling.html>).

### How to Read the Water Quality Data Tables

The tables below show the contaminants we found last year or the most recent time we sampled for that contaminant. They also show the levels of those contaminants and the Environmental Protection Agency's limits. Substances that we tested for but did not find are not included in the tables.

We sample for some contaminants less than once a year because their levels in water are not expected to change from year to year. If we found any of these contaminants the last time we sampled for them, we included them in the tables below with the detection date.

We may have done additional monitoring for contaminants that are not included in the Safe Drinking Water Act. To request a copy of these results, call the Minnesota Department of Health at 651-201-4700 or 1-800-818-9318 between 8:00 a.m. and 4:30 p.m., Monday through Friday.

## Definitions

- **AL (Action Level):** The concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.
- **EPA:** Environmental Protection Agency
- **MCL (Maximum contaminant level):** The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.
- **MCLG (Maximum contaminant level goal):** The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.
- **Level 1 Assessment:** A Level 1 assessment is a study of the water system to identify potential problems and determine (if possible) why total coliform bacteria have been found in our water system.
- **Level 2 Assessment:** A Level 2 assessment is a very detailed study of the water system to identify potential problems and determine (if possible) why an E. coli MCL violation has occurred and/or why total coliform bacteria have been found in our water system on multiple occasions.
- **MRDL (Maximum residual disinfectant level):** The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.
- **MRDLG (Maximum residual disinfectant level goal):** The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.
- **NA (Not applicable):** Does not apply.
- **NTU (Nephelometric Turbidity Units):** A measure of the cloudiness of the water (turbidity).
- **pCi/l (picocuries per liter):** A measure of radioactivity.
- **ppb (parts per billion):** One part per billion in water is like one drop in one billion drops of water, or about one drop in a swimming pool. ppb is the same as micrograms per liter ( $\mu\text{g}/\text{l}$ ).
- **ppm (parts per million):** One part per million is like one drop in one million drops of water, or about one cup in a swimming pool. ppm is the same as milligrams per liter ( $\text{mg}/\text{l}$ ).
- **PWSID:** Public water system identification.
- **TT (Treatment Technique):** A required process intended to reduce the level of a contaminant in drinking water.
- **Variances and Exemptions:** State or EPA permission not to meet an MCL or a treatment technique under certain conditions.

**Monitoring Results – Regulated Substances**

<b>LEAD AND COPPER – Tested at customer taps.</b>						
<b>Contaminant (Date, if sampled in previous year)</b>	<b>EPA's Action Level</b>	<b>EPA's Ideal Goal (MCLG)</b>	<b>90% of Results Were Less Than</b>	<b>Number of Homes with High Levels</b>	<b>Violation</b>	<b>Typical Sources</b>
<b>Copper (08/14/16)</b>	90% of homes less than 1.3 ppm	0 ppm	0.22 ppm	0 out of 30	NO	Corrosion of household plumbing.
<b>Lead (08/14/16)</b>	90% of homes less than 15 ppb	0 ppb	3.5 ppb	2 out of 30	NO	Corrosion of household plumbing.

<b>INORGANIC &amp; ORGANIC CONTAMINANTS – Tested in drinking water.</b>						
<b>Contaminant (Date, if sampled in previous year)</b>	<b>EPA's Limit (MCL)</b>	<b>EPA's Ideal Goal (MCLG)</b>	<b>Highest Average or Highest Single Test Result</b>	<b>Range of Detected Test Results</b>	<b>Violation</b>	<b>Typical Sources</b>
<b>Barium (07/09/14)</b>	2 ppm	2 ppm	0.08 ppm	N/A	NO	Discharge of drilling wastes; Discharge from metal refineries; Erosion of natural deposit.
<b>Arsenic (07/09/14)</b>	10.4 ppb	0 ppb	1.54 ppb	N/A	NO	Erosion of natural deposits; Runoff from orchards; Runoff from glass and electronics production wastes.
<b>Ethylbenzene</b>	700 ppb	700 ppb	1.7 ppb	0.00 - 1.70 ppb	NO	Discharge from petroleum refineries.
<b>Xylenes</b>	10 ppm	10 ppm	0.01 ppm	0.00 - 0.01 ppm	NO	Discharge from petroleum factories; Discharge from chemical factories.
<b>Toluene</b>	1000 ppb	1000 ppb	1.7 ppb	0.00 - 1.70 ppb	NO	Discharge from petroleum factories.
<b>Gross Alpha</b>	15.4 pCi/l	0 pCi/l	10 pCi/l	7.3 - 10.0 pCi/l	NO	Erosion of natural deposits.

<b>Combined Radium</b>	5.4 pCi/l	0 pCi/l	3.7 pCi/l	1.7 - 3.7 pCi/l	NO	Erosion of natural deposits.
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**CONTAMINANTS RELATED TO DISINFECTION – Tested in drinking water.**

Substance (Date, if sampled in previous year)	EPA's Limit (MCL or MRDL)	EPA's Ideal Goal (MCLG or MRDLG)	Highest Average or Highest Single Test Result	Range of Detected Test Results	Violation	Typical Sources
<b>Total Trihalomethanes (TTHMs)</b>	80 ppb	N/A	85.7 ppb	6.00 - 93.20 ppb	NO	By-product of drinking water disinfection.
<b>Total Haloacetic Acids (HAA)</b>	60 ppb	N/A	42 ppb	3.40 - 76.10 ppb	NO	By-product of drinking water disinfection.
<b>Total Chlorine</b>	4.0 ppm	4.0 ppm	0.85 ppm	0.55 - 1.23 ppm	NO	Water additive used to control microbes.

Total HAA refers to HAA5

**OTHER SUBSTANCES – Tested in drinking water.**

Substance (Date, if sampled in previous year)	EPA's Limit (MCL)	EPA's Ideal Goal (MCLG)	Highest Average or Highest Single Test Result	Range of Detected Test Results	Violation	Typical Sources
<b>Fluoride</b>	4.0 ppm	4.0 ppm	1.29 ppm	0.88 - 0.97 ppm	NO	Erosion of natural deposits; Water additive to promote strong teeth.

### **Potential Health Effects and Corrective Actions (If Applicable)**

**Lead:** Infants and children who drink water containing lead in excess of the action level could experience delays in their physical or mental development. Children could show slight deficits in attention span and learning abilities. Adults who drink this water over many years could develop kidney problems or high blood pressure.

**Total Trihalomethanes (TTHMs):** An annual average of four samples is used to determine compliance for trihalomethanes. By the end of 2018, only two samples had been collected, therefore a violation was not issued. Our system continues to monitor quarterly (once every 3 months) as required.

## Monitoring Results – Unregulated Substances

In addition to testing drinking water for contaminants regulated under the Safe Drinking Water Act, we sometimes also monitor for contaminants that are not regulated. Unregulated contaminants do not have legal limits for drinking water.

Detection alone of a regulated or unregulated contaminant should not cause concern. The meaning of a detection should be determined considering current health effects information. We are often still learning about the health effects, so this information can change over time.

The following table shows the unregulated contaminants we detected last year, as well as human-health based guidance values for comparison, where available. The comparison values are based only on potential health impacts and do not consider our ability to measure contaminants at very low concentrations or the cost and technology of prevention and/or treatment. They may be set at levels that are costly, challenging, or impossible for water systems to meet (for example, large-scale treatment technology may not exist for a given contaminant).

A person drinking water with a contaminant at or below the comparison value would be at little or no risk for harmful health effects. If the level of a contaminant is above the comparison value, people of a certain age or with special health conditions - like a fetus, infants, children, elderly, and people with impaired immunity – may need to take extra precautions. Because these contaminants are unregulated, EPA and MDH require no particular action based on detection of an unregulated contaminant. We are notifying you of the unregulated contaminants we have detected as a public education opportunity.

- More information is available on MDH’s [A-Z List of Contaminants in Water](https://www.health.state.mn.us/communities/environment/water/contaminants/index.html) (<https://www.health.state.mn.us/communities/environment/water/contaminants/index.html>) and Fourth [Unregulated Contaminant Monitoring Rule \(UCMR 4\)](https://www.health.state.mn.us/communities/environment/water/com/ucmr4.html) (<https://www.health.state.mn.us/communities/environment/water/com/ucmr4.html>).

<b>UNREGULATED CONTAMINANTS – Tested in drinking water.</b>			
<b>Contaminant</b>	<b>Comparison Value</b>	<b>Highest Average Result or Highest Single Test Result</b>	<b>Range of Detected Test Results</b>
<b>Manganese</b>	100 ppb	197 ppb	107.00 - 197.00 ppb
<b>Group of 6 Haloacetic Acids (HAA6Br)</b>	N/A	4.87 ppb	0.87 - 8.87 ppb
<b>Group of 9 Haloacetic Acids (HAA9)</b>	N/A	18.35 ppb	3.43 - 33.27 ppb
<b>Sodium*</b>	20 ppm	10.4 ppm	3.78 - 10.40 ppm
<b>Sulfate</b>	500 ppm	14.1 ppm	1.49 - 14.10 ppm

\*Note that home water softening can increase the level of sodium in your water.

## Some People Are More Vulnerable to Contaminants in Drinking Water

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. The developing fetus and therefore pregnant women may also be more vulnerable to contaminants in drinking water. These people or their caregivers should seek advice about drinking water from their health care providers. EPA/Centers for Disease Control (CDC) guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Drinking Water Hotline at 1-800-426-4791.

## Learn More about Your Drinking Water

### Drinking Water Sources

Minnesota's primary drinking water sources are groundwater and surface water. Groundwater is the water found in aquifers beneath the surface of the land. Groundwater supplies 75 percent of Minnesota's drinking water. Surface water is the water in lakes, rivers, and streams above the surface of the land. Surface water supplies 25 percent of Minnesota's drinking water.

Contaminants can get in drinking water sources from the natural environment and from people's daily activities. There are five main types of contaminants in drinking water sources.

- **Microbial contaminants**, such as viruses, bacteria, and parasites. Sources include sewage treatment plants, septic systems, agricultural livestock operations, pets, and wildlife.
- **Inorganic contaminants** include salts and metals from natural sources (e.g. rock and soil), oil and gas production, mining and farming operations, urban stormwater runoff, and wastewater discharges.
- **Pesticides and herbicides** are chemicals used to reduce or kill unwanted plants and pests. Sources include agriculture, urban stormwater runoff, and commercial and residential properties.
- **Organic chemical contaminants** include synthetic and volatile organic compounds. Sources include industrial processes and petroleum production, gas stations, urban stormwater runoff, and septic systems.
- **Radioactive contaminants** such as radium, thorium, and uranium isotopes come from natural sources (e.g. radon gas from soils and rock), mining operations, and oil and gas production.

The Minnesota Department of Health provides information about your drinking water source(s) in a source water assessment, including:

- How White Bear Township is protecting your drinking water source(s);
- Nearby threats to your drinking water sources;
- How easily water and pollution can move from the surface of the land into drinking water sources, based on natural geology and the way wells are constructed.

Find your source water assessment at [Source Water Assessments](https://www.health.state.mn.us/communities/environment/water/swp/swa) (<https://www.health.state.mn.us/communities/environment/water/swp/swa>) or call 651-201-4700 or 1-800-818-9318 between 8:00 a.m. and 4:30 p.m., Monday through Friday.

## Lead in Drinking Water

You may be in contact with lead through paint, water, dust, soil, food, hobbies, or your job. Coming in contact with lead can cause serious health problems for everyone. There is no safe level of lead. Babies, children under six years, and pregnant women are at the highest risk.

Lead is rarely in a drinking water source, but it can get in your drinking water as it passes through lead service lines and your household plumbing system. White Bear Township provides high quality drinking water, but it cannot control the plumbing materials used in private buildings.

Read below to learn how you can protect yourself from lead in drinking water.

1. **Let the water run** for 30-60 seconds before using it for drinking or cooking if the water has not been turned on in over six hours. If you have a lead service line, you may need to let the water run longer. A service line is the underground pipe that brings water from the main water pipe under the street to your home.
  - You can find out if you have a lead service line by contacting your public water system, or you can check by following the steps at: <https://www.mprnews.org/story/2016/06/24/npr-find-lead-pipes-in-your-home>
  - The only way to know if lead has been reduced by letting it run is to check with a test. If letting the water run does not reduce lead, consider other options to reduce your exposure.
2. **Use cold water** for drinking, making food, and making baby formula. Hot water releases more lead from pipes than cold water.
3. **Test your water.** In most cases, letting the water run and using cold water for drinking and cooking should keep lead levels low in your drinking water. If you are still concerned about lead, arrange with a laboratory to test your tap water. Testing your water is important if young children or pregnant women drink your tap water.
  - Contact a Minnesota Department of Health accredited laboratory to get a sample container and instructions on how to submit a sample:  
[Environmental Laboratory Accreditation Program \(https://eldo.web.health.state.mn.us/public/accreditedlabs/labsearch.seam\)](https://eldo.web.health.state.mn.us/public/accreditedlabs/labsearch.seam)  
 The Minnesota Department of Health can help you understand your test results.
4. **Treat your water** if a test shows your water has high levels of lead after you let the water run.
  - Read about water treatment units:  
[Point-of-Use Water Treatment Units for Lead Reduction \(https://www.health.state.mn.us/communities/environment/water/factsheet/poulead.html\)](https://www.health.state.mn.us/communities/environment/water/factsheet/poulead.html)

Learn more:

- Visit [Lead in Drinking Water \(https://www.health.state.mn.us/communities/environment/water/contaminants/lead.html\)](https://www.health.state.mn.us/communities/environment/water/contaminants/lead.html)
- Visit [Basic Information about Lead in Drinking Water \(http://www.epa.gov/safewater/lead\)](http://www.epa.gov/safewater/lead)
- Call the EPA Safe Drinking Water Hotline at 1-800-426-4791. To learn about how to reduce your contact with lead from sources other than your drinking water, visit [Lead Poisoning Prevention: Common Sources \(https://www.health.state.mn.us/communities/environment/lead/sources.html\)](https://www.health.state.mn.us/communities/environment/lead/sources.html).

## Help Protect Our Most Precious Resource – Water

### The Value of Water

Drinking water is a precious resource, yet we often take it for granted.

Throughout history, civilizations have risen and fallen based on access to a plentiful, safe water supply. That's still the case today. Water is key to healthy people and healthy communities.

Water is also vital to our economy. We need water for manufacturing, agriculture, energy production, and more. One-fifth of the U.S. economy would come to a stop without a reliable and clean source of water.

Systems are in place to provide you with safe drinking water. The state of Minnesota and local water systems work to protect drinking water sources. For example, we might work to seal an unused well to prevent contamination of the groundwater. We treat water to remove harmful contaminants. And we do extensive testing to ensure the safety of drinking water.

If we detect a problem, we take corrective action and notify the public. Water from a public water system like yours is tested more thoroughly and regulated more closely than water from any other source, including bottled water.

### Conservation

Conservation is essential, even in the land of 10,000 lakes. For example, in parts of the metropolitan area, groundwater is being used faster than it can be replaced. Some agricultural regions in Minnesota are vulnerable to drought, which can affect crop yields and municipal water supplies.

We must use our water wisely. Below are some tips to help you and your family conserve – and save money in the process.

- Fix running toilets—they can waste hundreds of gallons of water.
- Turn off the tap while shaving or brushing your teeth.
- Shower instead of bathe. Bathing uses more water than showering, on average.
- Only run full loads of laundry, and set the washing machine to the correct water level.
- Only run the dishwasher when it's full.
- Use water-efficient appliances (look for the WaterSense label).
- Use water-friendly landscaping, such as native plants.
- When you do water your yard, water slowly, deeply, and less frequently. Water early in the morning and close to the ground.
- Learn more
  - [Minnesota Pollution Control Agency's Conserving Water webpage \(https://www.pca.state.mn.us/living-green/conserving-water\)](https://www.pca.state.mn.us/living-green/conserving-water)
  - [U.S. Environmental Protection Agency's WaterSense webpage \(https://www.epa.gov/watersense\)](https://www.epa.gov/watersense)

## You Can Prevent Pollution

Many of our daily activities contribute to the pollution of Minnesota's surface water and groundwater. You can help protect these drinking water sources by taking the following actions:

- **Lawn and property:**
  - Limit use of herbicides, pesticides, and fertilizers on your property.
  - Keep soil in place with plants, grass, or rocks.
  - Cover temporary piles of dirt with a tarp or burlap sack.
  - Keep leaves and grass off of streets and sidewalks.
  - Maintain any septic systems, private wells, and storage tanks to prevent leaks. Seal any unused wells.
- **Out-of-date medications:** Never flush unwanted or out-of-date medications down the toilet or sink. Always take them to a waste disposal or prescription medication drop-off site. More information is available at [Managing unwanted medications \(www.pca.state.mn.us/living-green/managing-unwanted-medications\)](http://www.pca.state.mn.us/living-green/managing-unwanted-medications)
- **Hazardous materials:** Safety store hazardous materials such as paint, batteries, herbicides, pesticides, and pool chemicals. Dispose of them at a proper waste disposal facility or drop-off event. Do not dump down storm drains, sink or onto your land. Learn more at: [Keep hazardous waste out of the garbage \(http://www.pca.state.mn.us/featured/keep-hazardous-waste-out-garbage\)](http://www.pca.state.mn.us/featured/keep-hazardous-waste-out-of-the-garbage).
- **Pet waste:** Pick up after your pet and put waste in the trash.
- **Trash:** Seal trash bags and keep litter out of the street.
- **Winter ice removal:** Chemicals used to break up the ice are called deicers or anti-icers. They can be harmful to the environment, corrosive to driveways and sidewalks and harmful to plants, pets and humans. Always shovel first, and then only apply deicers/anti-icers lightly if needed. Learn more at [10 smart salting tips to protect Minnesota waters \(https://www.pca.state.mn.us/featured/10-smart-salting-tips-protect-minnesota-waters\)](https://www.pca.state.mn.us/featured/10-smart-salting-tips-protect-minnesota-waters).
- **Keep an eye out for car and motor fluids:** Seal or repair any fluid leaks that could run off onto streets and into storm drains. Take used motor oil or other fluids to a neighborhood drop-off site.
- **Be a water advocate:** Spread the word; get involved. There are many groups and individuals working to protect water across Minnesota.

## Reduce Backflow at Cross Connections

Bacteria and chemicals can enter the drinking water supply from polluted water sources in a process called backflow. Backflow occurs at connection points between drinking water and non-drinking water supplies (cross connections) due to water pressure differences.

For example, if a person sprays an herbicide with a garden hose, the herbicide could enter the home's plumbing and then enter the drinking water supply. This could happen if the water pressure in the hose is greater than the water pressure in the home's pipes.

Property owners can help prevent backflow. Pay attention to cross connections, such as garden hoses.

The Minnesota Department of Health and American Water Works Association recommend the following:

- Do not submerge hoses in buckets, pools, tubs, or sinks.
- Keep the end of hoses clear of possible contaminants.
- Do not use spray attachments without a backflow prevention device. Attach these devices to threaded faucets. Such devices are inexpensive and available at hardware stores.
- Use a licensed plumber to install backflow prevention devices.
- Maintain air gaps between hose outlets and liquids. An air gap is a vertical space between the water outlet and the flood level of a fixture (e.g. the space between a wall-mounted faucet and the sink rim). It must be at least twice the diameter of the water supply outlet, and at least one inch.
- Commercial property owners should develop a plan for flushing or cleaning water systems to minimize the risk of drawing contaminants into uncontaminated areas.

## Home Water Treatment

## Overview

Most Minnesotans, whether they drink from a public water supply or a private well, have drinking water that does not need treatment for health protection. Water treatment units are best for improving the physical qualities of water—the taste, color, or odor.

No single treatment process can remove all substances in water. If you decide to install a home water treatment unit, choose a unit certified and labeled to reduce or remove the substance of concern. If there is more than one substance you want to remove from your water, you may need to combine several treatment processes into one system.

Even well-designed treatments systems can fail. You should continue to test your drinking water after you install a treatment unit. All home water treatment units need regular maintenance to work correctly. Regular maintenance may include changing filters, disinfecting the unit, or cleaning scale buildup. Always install, clean, and maintain a treatment unit according to the manufacturer's recommendations.

Learn more at [Home Water Treatment](https://www.health.state.mn.us/communities/environment/water/factsheet/hometreatment.html)

(<https://www.health.state.mn.us/communities/environment/water/factsheet/hometreatment.html>).

## Beware of Water Treatment Scams

False claims, deceptive sales pitches, or scare tactics have been used by some water treatment companies. Every person has a right to decide what is best for themselves and their family, and you may choose to install additional water treatment to further lower the levels of contaminants of emerging concern, chlorine, and other chemicals in your water. However, you should be cautious about purchasing a water treatment system. If you are considering the purchase of a home water treatment system, please read the Minnesota Department of Health's recommendations online at [Warning: Beware of Water Treatment Scams](https://www.health.state.mn.us/communities/environment/water/factsheet/beware.html)

(<https://www.health.state.mn.us/communities/environment/water/factsheet/beware.html>).

## The Pros and Cons of Home Water Softening

When considering whether to use a water softener, contact your public water system to find out if you have hard water. Many systems treat for hardness, making water softeners unnecessary.

Water softeners are a water treatment device. They remove water hardness (dissolved calcium and magnesium). Water softeners must be installed and maintained properly to be safe and effective. Learn more at [Home Water Softening \(https://www.health.state.mn.us/communities/environment/water/factsheet/softening.html\)](https://www.health.state.mn.us/communities/environment/water/factsheet/softening.html).

The benefits of soft water include:

- Increased efficiency for soaps and detergents.
- Reduction in mineral staining on fixtures and in pipes.
- A potential increase in the lifespan of water heaters.

The drawbacks of soft water include:

- Operation and maintenance costs.
- More sodium. People on low-sodium diets should consult a doctor if they plan to regularly consume softened water.
- The production of salt brine as a byproduct. This can have negative effects at wastewater treatment plants and on ecosystems. Reduce the amount of salt brine used or install a salt-free system.



**Town Board Executive Meeting  
April 26, 2019**

**Agenda Number:** 14.e

**Subject:** Clerk-Treasurer Report:  
e. May Executive Meeting – Reschedule

**Documentation:** Calendars

**Action / Motion for Consideration:**

Report at Meeting / Discuss

# May 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2 Public Safety Comm	3	4
5	6 TB Mtg 1)MN Assoc of Twp Finc Rpt 2) Cable Annl Rpt	7	8	9 Utility Comm	10	11
12	13	14 EDAB Mtg	15	16 Park Bd	17	18
19	20 EDA/TB Mtg 1) Comm Recomm	21	22	23 Planning Comm	24 Exec Mtg 1) DNR 2) July 4th Mtg Date	25
26	27 Memorial Day Holiday	28	29	30	31	



# June 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
2	3 TB Mtg 1) VLAWMO Rpt	4	5	6 PSC Mtg 1) Reschedule July Mtg	7	8
9	10	11 EDAB Mtg	12	13 Utility Comm	14	15 Spring Clean -Up ?
16	17 EDA/TB Mtg 1) Comm Recomm	18	19	20 Park Bd	21	22
23	24	25	26	27 Planning Comm	28 Exec Mtg 1) DNR 2) Auditors?	29
30 CUB Green- house PLUS Ex- pires						



**Town Board Executive Meeting  
April 26, 2019**

**Agenda Number:** 15 - 16

**Subject:** Open Time

Added Agenda Items

**Action / Motion for Consideration:**



**Town Board Executive Meeting  
April 26, 2019**

**Agenda Number:** 17 – 18

**Subject:** Receipt of Agenda Materials / Supplements  
Adjournment

**Action / Motion for Consideration:**

Receive All Agenda Materials & Supplements for Today's Meeting

Adjourn Meeting