



## WHITE BEAR TOWNSHIP

1858  
RAMSEY COUNTY  
MINNESOTA

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

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### AGENDA UTILITY COMMISSION MEETING MAY 9, 2019

1. **7:00 p.m.** Call Meeting to Order at Township Office Conference Room, 1281 Hammond Road.
2. Approval of May 9, 2019 Agenda (Additions/Deletions).
3. Approval of March 14, 2019 Minutes (Additions/Deletions).
4. Consent Agenda:
  - a. Receive Monthly Sewer & Water Report & Watermain
  - b. Receive EDAB Minutes.
  - c. Receive Republic Services Monthly Service Report.
5. Commissioner's Report.
6. FEMA LOMA Requests
7. Pavement Management Plan – Update.
8. Stormwater Projects - Update.
9. Public Works Director Report.
10. Next Meeting Date / Agenda Items.
11. Added Agenda Items.
12. 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.





**Utility Commission Meeting  
May 9, 2019**

**Agenda Number:** 1 – 2- 3

**Subject:** Call to Order – 7:00 p.m.  
WBT Administrative Conference Room

Approval of May 9, 2019 Agenda &  
March 14, 2019 Minutes

**Documentation:** May 9, 2019 Agenda &  
March 14, 2019 Minutes

**Action / Motion for Consideration:**

Call meeting to order:	7:00 p.m.
Approval of Agenda:	May 9, 2019 (Additions / Deletions)
Approval of Minutes:	March 14, 2019

**MINUTES  
UTILITY COMMISSION MEETING  
MARCH 14, 2019**

The meeting was called to order at 7:02 p.m.

Present: Fredericks, Groschen, Pehrson; Commissioner: McCune; Public Works Director: Reed; Advisor: Christopherson.  
Absent: Bernstein, DeLoach, Hesse, with notice.

**APPROVAL OF AGENDA (Additions/Deletions):** Pehrson moved to approve the agenda as submitted, adding in a couple agenda items: Republic Recycling to 5A and Dropbox to Agenda Items 8A. Fredericks seconded. Ayes all.

**APPROVAL OF MINUTES OF FEBRUARY 14, 2018:** Fredericks moved the approval of the November 8, 2018 Minutes, with the alteration of a few typos. Pehrson seconded. Ayes all.

**CONSENT AGENDA:** Pehrson moved to approve of the Consent Agenda as follows: 4A) Monthly Sewer & Water Report / Watermain Leak Reports; 4B) Receive EDAB Minutes; 4C) Receive Republic Services Monthly Service Report; 4D) Receive Solid Waste Abatement Report. Fredericks seconded. Ayes all.

**COMMISSIONER'S REPORT: Water Gremlin:** What has happened with this company is serving to be a learning opportunity for the Township. Every time more information is released and people respond, it brings clarity to the situation. There are still a lot of unknowns and the affected residents in the Township are in the same boat and are concerned about their health. The most recent items breaking news are the amendments that were passed in the Minnesota Congress fine tuning the bills so the fine Water Gremlin pays is more centered on those directly affected by the air pollutants. **Annual Meeting:** The Town's Annual Meeting took place on March 12, 2019 at Otter Lake Elementary School. There were presentations regarding the 2040 Comprehensive Plan, the Pavement Management Program, the 2020 Proposed Tax Levy, and other news regarding the community. The Pavement Management Presentation went well; people are getting more information. There will be more informational meetings as time gets closer to the construction process. For the first time since 2015 there will be a Tax Debt Levy due to the need of Pavement Management on Township roads. A question was asked of the Township's property, The Stable of White Bear, on Portland Avenue. The Township is ensuring legal requirements are met, continuously working to get ready to market, but it is not known if it will get on the market in 2019 yet. West Bald Eagle Boulevard will be repaved this summer from H2 north to County Road J. It will be "good but painful," costing about \$750,000. **Water Meter Replacement:** Settlement for water replacement agreement has been signed on the Township's side. The settlement is being looked over on the manufacturer and vendor's side and will be signed and put into motion. The Township was hoping to get this item started earlier in the year, nevertheless it will be completed this year. The water meter replacements will be paid through the Town's Water Fund, not by residents. The cost is about \$750,000.

**REPUBLIC RECYCLING:** A representative from Republic Recycling gave an overview of Township statistics. The Township recycled about 1,183 tons of materials. She stated that the market is still strong, though it looks different since China, a consumer of about 30% of recycled materials, doesn't want recycling from the US. Recycling plants have to figure out how to cope with the loss of capital and the strain of product. This is changing prices and methods in many

MINUTES  
UTILITY COMMISSION MEETING  
MARCH 14, 2019

communities across the country. Republic explained that the price consumers pay for recycling is calculated as follows: a collection fee, plus a processing fee, plus the disposal of residual, minus the commodity sales equals the cost of recycling. The majority of a monthly recycling bill goes toward the collection and processing fee. Republic is coming out with new services to combat losing China as a consumer: for example, an extra recycling schedule. A big part of those new services include informing the public on correct recycling tactics to cut down on overhead costs in processing; not every product that is labeled 'recyclable' is. The every other week schedule is going to be discussed by Staff at the next meeting, and could be easily added to the current contract with Republic at no cost to the Township if there is a public need for it.

**PUBLIC WORKS DIRECTOR REPORT:** The Public Works Activity Report for February 2019 was reviewed. **GIS Implementation:** The GIS Implementation will start in Ramsey County's base map layer, beginning soon. The GIS/Asset Management Project will be discussed at the February's Executive Meeting. **Budget:** The Public Works budget remained balanced through the winter season though there was more expenses due to frequent snow removal. **Water Quality:** Water towers continue to stay on track since the overflow in late January. Staff discussed Department of Health findings specific to Manganese (naturally occurring mineral) in Township wells. The Township executed a corrective action successfully and levels have been re-established to MDH requirements.

**STORMWATER PROJECTS:** The Public Works Director identified stormwater projects relating to repair of outfalls. The Utility Commission, at its February 8, 2018 meeting, moved to recommend to the Town Board that \$100,000 of the Stormwater Utility Fund be available for stormwater projects as reviewed at that meeting. The Public Works Director reported that the outfall #5 located at West Bald Eagle Boulevard and St. Anthony and outfall #6, located at East Bald Eagle Boulevard and Park Avenue were recommended to be repaired. He noted that since grant funding has been received, the two projects will cost \$27,500 (\$70,000 without grant funding). This provides funding for additional stormwater projects. After review and recommendation by the Public Worlds Director, it was the consensus that all the outfalls: numbers: 9, 3, 16, 17, and 35 be added to the list of 2018 projects using the additional funding. It was the consensus that the Stormwater Project Listing is a very helpful tool for the Utility Commission in reviewing stormwater projects. There will be more information and discussion at April's Utility Meeting.

**ADDED AGENDA ITEMS:** The next meeting date is scheduled to be April 11, 2019. The Township is giving the opportunity for Staff to receive meeting packets via Dropbox to save paper.

Pehrson moved to adjourn the meeting at 8:30 p.m. Fredericks seconded. Ayes all.

Respectfully Submitted,

Megan R. Cavanaugh  
Recording Secretary



**Utility Commission Meeting  
May 9, 2019**

**Agenda Number:** 4A - Consent

**Subject:** Receive Monthly Sewer & Water Report

**Documentation:**

**Action / Motion for Consideration:**

Receive Information



## WATERMAIN LEAK REPORT

\*\*\*\*\*

**NO.:** 5 **LOCATION:** 2595 Co. Rd. F

**TIME REPORTED:** 9:55 AM **DATE:** 4.06.19

**REPORTED BY:** Resident

**ADDRESS:** 2595 Co. Rd. F

**REPORT RECEIVED BY:** Karl Stuemke

**DESCRIPTION OF RUPTURE OR BREAK:** Sheer

**PROBABLE CAUSE OF RUPTURE OR BREAK:** Frost

**SIZE AND MATERIAL OF PIPE:** 6" DIP

**QUANTITY OF WATER ESCAPING:** 30,500 gallons **G.P.M.:** 7,625

**TIME CREW REACHED SITE OF LEAK:** 1:15 PM **DATE:** 4.06.19

**TIME FLOW OF WATER WAS STOPPED:** 2:00 PM **DATE:** 4.06.19

**TIME WATER ON AFTER REPAIRS:** 4:15 PM **DATE:** 4.06.19

**ACTION TAKEN TO REPAIR LEAK:** A 12" stainless steel band was used to complete the repair.

**REMARKS:**

**WORK PERFORMED BY:** St. Paul Regional Water completed the repairs and Water Conservation located the leak.



## Utility Commission Meeting May 9, 2019

**Agenda Number:** 4B - Consent

**Subject:** Receive EDAB Minutes

**Documentation:** None

### Action / Motion for Consideration:

#### MINUTES SPECIAL ECONOMIC DEVELOPMENT ADVISORY BOARD MARCH 18, 2019

The meeting was called to order at 6:01 p.m.

Present: Akenson, Artner, Brunner, Stofferahn; Advisor: Christopherson; Commissioner: Prudhon; Planner: Riedesel Town Attorney: Kelly; Consultant: Short.  
Absent: Horak and Keleher, with notice.

With Chair Paul Keleher absent, Brunner nominated Artner to be the active chair for the meeting. Akenson seconded. Ayes all. Artner accepted.

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

**APPROVAL OF MINUTES JANUARY 8, 2019:** The Staff passed on this item. Because there was no quorum, there was no need to approve the minutes or notes.

**5685 PORTLAND AVENUE – UPDATE:** The Township currently owns the property at 5685 Portland Avenue. The Town has reviewed several development proposals for this property over the past 15 years. Once the Town purchased the property, Staff were asked to work with E.G. Rud & Sons Surveyors to lay out a development which meets current ordinance requirements. Staff asked Rud to lay out 8 single family home lots on the property for consideration by the Town. Staff are strongly leaning toward the 8 single family proposal because it includes: 1) 8 single family home lots; 2) 5 of the lots meet a 3 acre minimum size as required by Land Use Safety Zone B; 3) a trail is planned along the western edge of the upland portion of the property; 4) the existing Morgan Trail is planned to extend south into the stable property and extend to Portland Avenue; 5) the existing stormwater treatment pond would be expanded; 6) the Town would retain ownership of the trail corridor and the westerly portion of the property which is wetland.

Staff have been consulting with Bill Short, Jenny Boulton, Town Board Counsel/EDA Counsel, and Attorney Chad Lemmons.

Riedesel held a neighborhood meeting in the second week of February. The neighbors seemed happy with the Deer Meadow Park Trail Extension which will go through the Stable Property. Riedesel retold the opinion of the trail as being the "missing link" in that area; the trail will be placed between lots 2 and 3.

The Stable Property has been on agenda for Planning Commission, Park Board, Town Board and Executive Meetings for some time, it was even brought up at the Annual Town Meeting by a resident.

Upon recommendation of the Planning Commission and Park Board, Artner made the motion to recommend that the EDA and the Town Board move forward with the developmental process and construction of the 8 single-family home concept plan presented to them by the Town Planner on the 7 acre portion of the Stable Property. Brunner seconded. Ayes all.

Artner made the motion to recommend that the Town Board authorize the Town Bond/EDA Counsel to advise regarding schedule and process relative to creation of the proposed TIF District. Brunner seconded. Ayes all.

Artner made the motion to recommend that the EDA authorize the Town Planner to solicit additional proposal(s) for preparation of a complete preliminary plat submittal. Brunner seconded. Ayes all.

Artner made a motion to recommend to the EDA to authorize the Town Planner to complete a comparative analysis of all proposals received, select the lowest qualified proposal (even if there is only one) and proceed with the preliminary plat process not to exceed \$18,500. Brunner seconded. Ayes all.

**ADDED AGENDA ITEMS:** There were no added agenda items.

Artner moved to adjourn the meeting at 6:37 p.m. Stofferahn seconded. Ayes all.

Respectfully Submitted,



**Utility Commission Meeting  
May 9, 2019**

**Agenda Number:** 4C - Consent

**Subject:** Republic Services Monthly Service Report

**Documentation:** Reports

**Action / Motion for Consideration:**

Receive Information

# Service Report By Month for White Bear Township



2019

Calls from residents, reported as 'missed pick-ups'

	Trash	YardWaste	Recycle	Totals
JANUARY	13	0	15	28
FEBRUARY	11	0	5	16
MARCH				0
APRIL				0
MAY				0
JUNE				0
JULY				0
AUGUST				0
SEPTEMBER				0
OCTOBER				0
NOVEMBER				0
DECEMBER				0

Possible collection sites per system, per week	3,851
Possible collection sites per system, per month, with 4.33 weeks per month	16,675
Possible collection sites for all routes per month April 1 - Nov 30	50,024
Possible collection sites for all routes per month Dec 1 - March 31	33,350



2019

### Service Report By Month for White Bear Township

Calls from residents, reported as 'missed pick-ups'

	Trash	YardWaste	Recycle	Totals
JANUARY	13	0	15	28
FEBUARY	11	0	5	16
MARCH	0	0	8	8
APRIL				0
MAY				0
JUNE				0
JULY				0
AUGUST				0
SEPTEMBER				0
OCTOBER				0
NOVEMBER				0
DECEMBER				0

Possible collection sites per system, per week	3,851
Possible collection sites per system, per month, with 4.33 weeks per month	16,675
Possible collection sites for all routes per month April 1 - Nov 30	50,024
Possible collection sites for all routes per month Dec 1 - March 31	33,350



**Utility Commission Meeting  
May 9, 2019**

**Agenda Number:** 5

**Subject:** Commissioner's Report

**Documentation:** None

**Action / Motion for Consideration:**

Receive Information



**Utility Commission Meeting  
May 9, 2019**

**Agenda Number:**

**6**

**Subject:**

FEMA LOMA Requests

**Documentation:**

Miscellaneous Information

**Action / Motion for Consideration:**

Receive Information

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 form. (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 form to FEMA.**

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





**Utility Commission Meeting  
May 9, 2019**

**Agenda Number:** 7

**Subject:** Pavement Management Plan - Update

**Documentation:** None

**Action / Motion for Consideration:**

Receive Information



## Utility Commission Meeting May 9, 2019

**Agenda Number:**

**8**

**Subject:**

Stormwater Projects - Update

**Documentation:**

Public Works Director Memo w/attachments

### **Action / Motion for Consideration:**

Receive Information

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Minutes  
Utility Commission Meeting  
March 14, 2019

**STORMWATER PROJECTS:** The Public Works Director identified stormwater projects relating to repair of outfalls. The Utility Commission, at its February 8, 2018 meeting, moved to recommend to the Town Board that \$100,000 of the Stormwater Utility Fund be available for stormwater projects as reviewed at that meeting. The Public Works Director reported that the outfall #5 located at West Bald Eagle Boulevard and St. Anthony and outfall #6, located at East Bald Eagle Boulevard and Park Avenue were recommended to be repaired. He noted that since grant funding has been received, the two projects will cost \$27,500 (\$70,000 without grant funding). This provides funding for additional stormwater projects. After review and recommendation by the Public Worlds Director, it was the consensus that all the outfalls: numbers: 9, 3, 16, 17, and 35 be added to the list of 2018 projects using the additional funding. It was the consensus that the Stormwater Project Listing is a very helpful tool for the Utility Commission in reviewing stormwater projects. There will be more information and discussion at April's Utility Meeting.

## MEMORANDUM

Date: May 2, 2019  
To: Town Board  
From: Dale Reed, Public Works Director  
Re: Stormwater Projects for 2019 and beyond

This memo purpose is to provide the Utility Commission an update for 2019 proposed storm water projects. The list was current as of 4/12/19. I am suggesting adding the project below to be incorporated into the 2019 proposed Storm Water Fund Cash Balance Project Listing. The proposed project listing is aggressive, but with time over the summer to develop bid docs, put out for bid(s), and award the bid(s), construction could begin in the fall when the pond levels are much lower/drier typically.

During the recent snow melt and early spring rains storm pond 53, located on the Northeast corner of Portland Avenue and Portland Woods (see map on wall in conference room for project locations), was identified as having an issue with draining at the intended overflow elevation. The overflow pipe that is located under a driveway serving 5294 and 5296 Portland Avenue has failed and no longer provides relief to the pond when the elevation reaches the pipe. My estimate for the removal of a portion of the existing driveway, excavation and removal of existing Corrugated Metal Pipe (CMP), and existing weir wall, installation of a new Corrugated Plastic Pipe with flared end sections and riprap, and driveway restoration is \$10,000.00 on the high side.

As I have always qualified my previous project listings, the list of priorities will only grow and is a dynamic document.

The recommendation I am seeking from the Utility Commission is to move forward with the 2019 Stormwater Projects listed, with the exception of the addition of the above mentioned project.



**Utility Commission Meeting  
May 9, 2019**

**Agenda Number:**

**9**

**Subject:**

Public Works Director Report

**Documentation:**

Report

**Action / Motion for Consideration:**

**White Bear Township  
Town Board Update  
On  
Public Works Department Activity  
(March 2019)**

1. **Lift Station Upgrades–**
  - Lift Station #10 - Lametti and Sons will complete the concrete driveway and related restoration work in the early summer of 2019.
  - Lift Station #9 – The Town Board authorized TKDA to prepare plans and specifications on January 23, 2019. TKDA is currently working on drafting the docs for Town Board approval and authorization to bid.
  
2. **Safety**
  - Staff will be recertified for Forklift and Scissor Lift once a date is coordinated with the Town’s Safety Consultant.
  
3. **Water Meter Repair/Reading**
  - Water meter issue update – The approved agreement, with an added indemnification clause addition, was sent to Core & Main for signature. Their Attorney had a concern with the clause and the Town Attorney has since talked with their attorney and modified the agreement to meet there concerns. Signature should be soon??? There will be a meeting with Core & Main’s installation subcontractor on Friday, April 5<sup>th</sup> with Corey from Core & Main and Township staff to work through installation process details.
  - 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 discussed at this month’s Executive Meeting.
  
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. 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 has provided staff with a recommended elevation of the pond bottom, 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 Board will be awarding the bid for the repainting at this coming Monday's Town Board meeting. M.K. Painting, Inc. is the low bidder for \$660,700.00. The contractor is from Michigan.
  - 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 City of Birchwood is still in the planning process for connecting their gravity line flow to the Town's.
  - The Public Works Director is currently requesting quotes for cracksealing of the 2019 Sealcoat area. Quotes will be received next week and presented for approval and award at the second meeting in April.
  
8. **Street Improvement Program.**
  - An informational meeting was held on Wednesday, February 27<sup>th</sup> for this years proposed street maintenance projects identified in the Pavement Management Plan.
  - Comment on the updated Emerald Ash Borer Management Plan will be shared by the Town Board with staff.
  
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:**
  
11. **Park Projects:**
  - 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. The Public Works Director has received replacement toilet partitions/doors to be installed by staff after the painting is completed.

- Court color coating quote was approved by the Town Board on August 20<sup>th</sup>. 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**

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

**2020-2022 Proposed**

- Mill and Overlay of Century Avenue from Co Rd E to Co Rd F.
- 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.
- East Bald Eagle Boulevard?

**13. Informational sharing regarding Public Works in general:**

**Public Works Jobs for March 2019**

1. Monthly safety inspections of, fire extinguishers, emergency lighting, eye wash stations, first aid kits and A.E.D., fall harnesses
2. Started to remove stored items around the Hammond water tower
3. Completed 15 IR (MN State) bacteria water tests
4. Continuing doing water testing and monitoring of the Towns water system
5. Continuous water testing at well's 1, 3, 4, 5 and 6
6. Continued various water meter and Radio repairs
7. Continuing preventive maintenance at Town well houses
8. Various water shut off for home repairs
9. New construction water turn on's and radio proگرامing
10. Gopher one locates in Township, North Oaks, Gem Lake, and Birchwood
11. Snow and ice removal on Town roads, trails and sidewalks
12. Pushed back snow piles at intersections
13. Benched snow back for additional snow storage on Town roads
14. Jetted and steamed open frozen culverts and catch basins
15. Pumped water out of Top Lane cul-de-sac numerous times
16. Started patching potholes on Town roads

17. Emptied trash in all the parks
18. Cont. flooding ice rinks at Eagle, Mead and Red Pine Park

**Mechanic jobs for March 2019**

- Picked up the new utility truck and started to setup the compartments for tools etc.
- Repaired the "A" frame for the front plow on # 49
- Replaced # 47(tandem dump truck)driver rear mud flap
- Repaired # 47 (tandem dump truck)driver side mirror and actuator switch
- Had the all 4 tires replaced on # 34 (rounds truck)
- Had the all 4 tires replaced on # 53(skid steer trailer)
- Setup the new diaphragm pump with quick connect couplers
- Assisted Public Works

**White Bear Township  
Town Board Update  
On  
Public Works Department Activity  
(April 2019)**

1. **Lift Station Upgrades–**
  - Lift Station #10 - Lametti and Sons have poured the concrete driveway. Asphalt patching of the driveway and around the manholes on Buffalo St was completed on April 25<sup>th</sup>. Black dirt and seed around the disturbed areas to be completed soon. TKDA's Inspector and the Public Works Director will prepare a punch list for Lametti to complete.
  - Lift Station #9 – TKDA has drafted a set of plans and specs for review by Public Works staff. Jim is going to get a hard copy to staff.
  
2. **Safety**
  - Public Works Leadership staff will be meeting with Safe Assure for our annual audit of our safety program on June 11, 2019. The audit includes both the Town's written program and a walk thru of Public Works and Administration Buildings.
  - Staff will be recertified for Forklift and Scissor Lift once a date is coordinated with the Town's Safety Consultant.
  
3. **Water Meter Repair/Reading**
  - Water meter replacement project update – Township staff and the Town Engineer have met with Core & Main's installation subcontractor, M&E Construction and Corey Luft regarding the start date for the project. July 1st is the start date. The replacement meters and radios were approved by the Town Board for purchase and were ordered on 4/18/19. Delivery of the meters and radios is expected in 6 weeks.
  - Commercial meter testing – A percentage of commercial meters will be tested for accuracy each year going forward. Beginning with the highest users that have not been replaced recently.
  
4. **2018-2027 Capital Equipment/Capital Improvement Programs**
  - The GIS/Asset Management Project phase I (desk top mapping) was approved by the Town Board on April 15<sup>th</sup>.
  
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. 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 has provided staff with a recommended elevation of the pond bottom, 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 subcontractor for the cell carrier placed a temporary pole just south of the enclosure to move the existing antennas to while the painting work is completed. Work on the transfer of the antennas will be over the next few weeks.
- 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 City of Birchwood is still in the planning process for connecting their gravity line flow to the Town's.
- The Public Works Director is currently requesting quotes for cracksealing of the 2019 Sealcoat area. 2 quotes were received, one from Sealtech and second from Fahrner Asphalt Sealers. The quotes will be presented to the Town Board at the 1<sup>st</sup> meeting in May for acceptance and approval of the low quote.

**8. Street Improvement Program.**

- An Street Improvement meeting will be held on Tuesday, May 28<sup>th</sup> for this years proposed street maintenance projects identified in the Pavement Management Plan.
- Comment on the updated Emerald Ash Borer Management Plan will be shared by the Town Board with staff.

**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:**

**11. Park Projects:**

- 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. The Public Works Director has received replacement toilet partitions/doors to be installed by staff after the painting is completed.
- Court color coating quote was approved by the Town Board on August 20<sup>th</sup>. 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**

- West Bald Eagle Boulevard from Co Rd H-2 to Co Rd J.
- Concrete Rehab of Highway 96 from I-35E to Highway 61.
- Mill and Overlay of South Shore Boulevard from White Bear Avenue to Co Rd F?

**2020-2022 Proposed**

- Mill and Overlay of Century Avenue from Co Rd E to Co Rd F.
- 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.
- East Bald Eagle Boulevard?

**13. Informational sharing regarding Public Works in general:**

**Public Works Jobs for April 2019**

1. Monthly safety inspections of, fire extinguishers, emergency lighting, eye wash stations and A.E.D., fall harnesses
2. Completed 15 IR (MN State) bacteria water tests
3. Continuing doing water testing and monitoring of the Towns water system
4. Continuous water testing at well's 1, 3, 4, 5 and 6
5. Continued various water meter and Radio repairs
6. Started fire hydrant repairs throughout the Town
7. Various water shut off for home repairs
8. New construction water turn on's and radio programing

9. Started to clean up around the Hammond Rd. water tower for the summer painting /rehab project
10. Cont. the 2019 Township jetting operations
11. Gopher one locates in Township, North Oaks, Gem Lake, and Birchwood
12. Started patching watermain repair areas from this winter
13. Cont. patching potholes on Town roads
14. Snow and ice removal on Town roads
15. Jetted frozen culverts and catch basins
16. Started storm sewer/catch basin repairs
17. Emptied trash in all the parks
18. Cleaned out tennis courts and put up tennis nets at Longville, Four Seasons and Columbia Park
19. Turned the water on at Polar Lakes soccer, baseball shelters and drinking fountains
20. Put up Batting cages at Polar Lakes Park baseball fields
21. Turned the water on at Bellaire Beach house and prepped it for the indoor painting to be done this Spring

#### **Mechanic jobs for April 2019**

- Cont. to setup the new utility truck compartments for tools etc.
- Serviced # 46 (street sweeper) and changed out the main broom
- Service # 16 (Kubota UTV)
- Serviced # 5 and 6 (Toro zero turn mowers)
- Replaced # 36 (Ford F550)passenger side mirror
- Removed all salt spreaders and wing plows for the 2018-2019 season
- Setup new pumps with quick coupler hoses
- Greases/loosened up the quick attach pins on # 44 (loader)
- Assisted Public Works



**Utility Commission Meeting  
May 9, 2019**

**Agenda Number:** 10

**Subject:** Next Meeting Date – Agenda Items

**Documentation:**

**Action / Motion for Consideration:**

<b>June 2019</b> 						
<b>Su</b>	<b>Mo</b>	<b>Tu</b>	<b>We</b>	<b>Th</b>	<b>Fr</b>	<b>Sa</b>
						<b>1</b>
<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>
<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>
<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>
<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>
<b>30</b>						

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**Utility Commission Meeting  
May 9, 2019**

**Agenda Number:** 11 - 12

**Subject:** Added Agenda Items  
Adjournment

**Documentation:** FYI Items

**Action / Motion for Consideration:**

## Patti Walstad

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**From:** Pat Christopherson  
**Sent:** Wednesday, March 27, 2019 2:42 PM  
**To:** Patti Walstad  
**Subject:** FW: Questions about curbside services

FYI on the Utility Commission

PC

-----Original Message-----

From: Tom Riedesel <Tom.Riedesel@whitebeartownship.org>  
Sent: Wednesday, March 27, 2019 2:36 PM  
To: 'neyx0003 University of Minnesota' <neyx0003@umn.edu>  
Cc: Pat Christopherson <Pat.Christopherson@whitebeartownship.org>  
Subject: RE: Questions about curbside services

Hi Vici,

Happy Spring to you also.

Thanks for contacting me regarding organics collection. It has been a while since the Town's Utilities Commission discuss adding organics collection to our current service with Republic. Your email has reminded me that we should discuss that topic again.

I have asked Pat Christopherson, the Town's Clerk/Treasurer to add this topic to the April Utilities Commission Agenda. They meet on the 2nd Thursday of the month. April 12th is their next scheduled meeting. You are welcome to attend!

Have a great day!

Tom

-----Original Message-----

From: neyx0003 University of Minnesota [mailto:neyx0003@umn.edu]  
Sent: Tuesday, March 26, 2019 6:43 PM  
To: Tom Riedesel <Tom.Riedesel@whitebeartownship.org>  
Subject: Re: Questions about curbside services

Hi Tom:

Happy spring!

As you will see attached, I've contacted you in the past with regard to curbside compost collection. You may remember that I mentioned that I drop off my organic compost at the Ramsey County site on J.

To help establish interest in our community for curbside collection, I have often thought about conducting a survey of Township residents, including setting up a survey "bin-side" at the yard waste sites. I know that when I am dropping off, I always meet at least one other person doing the same - the yard waste sites are busy with people disposing of their organics!

The survey could establish household location (generally, like "White Bear Lake or Vadnais Heights, or the Township - no specific address information, of course), perhaps how often they drop off, and if they would have interest and would be willing to pay for a curbside compost service. It could be very brief, I think...

Is it permissible to conduct a survey at the sites? Who would I speak with to get such a thing started, and could a similar survey be conducted of ALL the residents of the Township, so that it more appropriately assesses the interest community-wide?

I can tell you that I would be willing to pay for a curbside compost service - after all, I use gas to go to the site, pollute while I'm driving there AND, most importantly for me, use my time.....as my Dad always said - "Time is money!" and I firmly believe that. It would be so much more efficient to be able to walk the compost to the end of the driveway instead.

Looking forward to your response,  
Thanks, again, Tom,  
Vici Ribeiro

> On Oct 25, 2018, at 9:59 AM, Victori Ribeiro <neyx0003@umn.edu> wrote:

>

> Hi Tom:

>

> I hope this email finds you well!

>

> I am just checking in to see if there have been any developments in having curbside compost pick up in the Township.

>

> As I mentioned before, the compost bins at the yard waste site (I take mine to the site on J), are always busy with residents dropping off, and are usually full or at least half-full. So, I think there is interest!

>

> Thank you, in advance, for your time!

> Vici Ribeiro

>

>

> Sent from my iPhone

>

>> On May 22, 2018, at 4:14 PM, Tom Riedesel <Tom.Riedesel@whitebeartownship.org> wrote:

>>

>> Hi Vici,

>> The Town is working with Republic Services regarding that possibility in the future. We are monitoring some other Cities they serve such as Elk River, which collects organics, to see how popular the program is. It is a work in progress. Our Utilities Commission will continue to discuss adding this service in the future.

>> Good to hear of your interest. This is the first request I can recall from a resident to add organics to the collection list.

>> Thanks,

>> Tom

>>

>> -----Original Message-----

>> From: neyx0003 University of Minnesota [mailto:neyx0003@umn.edu]

>> Sent: Tuesday, May 22, 2018 3:50 PM

>> To: Tom Riedesel <Tom.Riedesel@whitebeartownship.org>

>> Subject: Questions about curbside services

>>

>> Hi Mr. Riedesel:

>>

>> I am a White Bear resident, and quite committed to reducing my contribution to the waste stream by recycling and composting as well as reducing use and re-purposing if at all possible. I was delighted when organics composting was made available at the Ramsey County yard waste sites, and have been regularly depositing my compostables there.

>>

>> I'm writing to you to find out if there is any plan to include compost bins/service curbside in the Township. I know there are many communities in Minneapolis that pick up organics at the curb, and I'm hoping that it would encourage more people to compost if the process were a bit easier. My husband and I are remodeling our kitchen and garage and are designing bins to accommodate each part of our kitchen waste.

>>

>> Thank you for your response in advance!

>> Vici Ribeiro, DVM

>>

>>



