



**Town Board
Meeting Supplement
May 20, 2019**

Revised Consent Agenda Item:

Revise Consent Agenda Item 5.E. to read as follows:

5.E. Bald Eagle Boulevard – Adopt Resolution Ending Discussion of a “One-Way Parkway” on Bald Eagle Boulevard

Adopt Revised Resolution

Added Consent Agenda Items:

5.I - Bald Eagle Yacht Club – Annual Request for Sailing Course on Bald Eagle Lake – Notify the Ramsey County Sheriff’s Office Water Patrol Unit & the Applicant of the Township’s Approval of the 2019 Bald Eagle Yacht Club Sailing Course on Bald Eagle Lake

5.J - Records Retention Resolution – Adopt Resolution Adopting the Minnesota General Records Retention Schedule for the Town of White Bear

5.K. -Special Town Board Meeting – Call a Special Joint Park Board/Town Board Meeting for Thursday, June 20, 2019 @ 5:30 p.m. to Attend the Annual Park Tour

**Town Board
Meeting Supplement
May 20, 2019**

Revised Consent Agenda Item:

Agenda Number: 5.E

Subject: Revise Consent Agenda Item

Documentation: Revised Resolution

Action / Motion for Consideration:

Report at Meeting / Discuss

Revise Consent Agenda Item 5.E. to read as follows:

5.E. Bald Eagle Boulevard – Adopt Resolution Ending Discussion of a “One-Way Parkway” on Bald Eagle Boulevard

Action:

**Adopt Resolution Ending Discussion of a “One-Way
Parkway” on Bald Eagle Boulevard**

McCune – Moves

Ruzek - Second

EXTRACT OF MINUTES OF A MEETING OF THE TOWN
BOARD OF THE TOWN OF WHITE BEAR, MINNESOTA,
HELD ON MAY 20, 2019

Pursuant to due call and notice thereof, a Special meeting of the Town Board of the Town of White Bear, Minnesota, was duly held at Heritage Hall in said Town on May 20, 2019, at 7:00 p.m.

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

Supervisor McCune introduced the following Resolution and moved its adoption:

**RESOLUTION ENDING DISCUSSION
OF A "ONE-WAY PARKWAY" ON
BALD EAGLE BOULEVARD**

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

The Town Board of White Bear Township has ended any further discussion regarding a "one-way" on Bald Eagle Boulevard.

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

Whereupon said Resolution was declared duly passed and adopted.

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

I, the undersigned, being the duly qualified and acting Clerk of the Town of White Bear, Minnesota, DO HEREBY CERTIFY, that I have carefully compared the attached and foregoing Extract of Minutes of a Special Meeting of the Town Board of the Town held on the 20th day of May, 2019, with the original on file in my office, and that the same is a full, true and complete transcript therefrom, insofar as the same relates to a Resolution relating to Bald Eagle Boulevard.

WITNESS my hand as such Clerk and the Town Clerk seal this 20th day of May, 2019.

TOWN CLERK, TOWN OF WHITE BEAR, MINN.

**Town Board
Meeting Supplement
May 20, 2019**

Added Consent Agenda Items:

Agenda Number: 5.1

Subject: **Bald Eagle Yacht Club – Annual Request for Sailing Course on Bald Eagle Lake – Notify the Ramsey County Sheriff’s Office Water Patrol Unit & the Applicant of the Township’s Approval of the 2019 Bald Eagle Yacht Club Sailing Course on Bald Eagle Lake**

Documentation: Staff Memo w/ attachments

Action / Motion for Consideration:

Report at Meeting / Discuss

Notify the Ramsey County Sheriff’s Office Water Patrol Unit & the Applicant of the Township’s Approval of the 2019 Bald Eagle Yacht Club Sailing Course on Bald Eagle Lake

Minutes
Town Board Meeting
April 18, 2016

CONSENT AGENDA: Ruzek moved approval of the Consent Agenda as follows: 5A) Notify the Ramsey County Sheriff’s Office Water Patrol Unit and the Applicant of the Township’s Approval of the 2016 Bald Eagle Yacht Club Sailing Course on Bald Eagle Lake. Prudhon seconded. Ayes all.

MEMORANDUM

TO: TOWN BOARD
FROM: PATTI WALSTAD
DATE: MAY 20, 2019

SUBJECT: BALD EAGLE YACHT CLUB BUOY REQUEST

Perry Jagger, 5743 Birch Road, has submitted the annual Bald Eagle Yacht Club request for approval of placement of buoys on Bald Eagle Lake. The request is the same as in previous years.

AS the event is held on the lake, it is under Ramsey County Sheriff's Office jurisdiction, and the Township does not have authority to approve or deny the request, however, the Sheriff's Office would like the Town Board to be aware of the event in the Township with respect to traffic and parking. Therefore, in accordance with the Township's Special Events Policy, the applicant has supplied a Certificate of Insurance listing the Township as an additional insured.

PSW/s
cc:admin/add.file
b:yacht19

May 16, 2019

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

Re: Request for Permit to Place Buoys (Temporary Structures) and hold
sailboat races on Bald Eagle Lake, May to September 2019

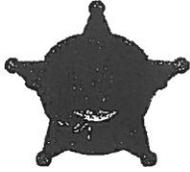
Dear Township Board,

The Bald Eagle Yacht Club requests permission to place five (5) temporary buoys (along with additional race-specific buoys) and hold regular sailboat races on Bald Eagle Lake from May 18 to September 29, 2019. The approved permit application from the Ramsey County Water Patrol division of the Sheriff's Department is attached. Also attached is a Certificate of Insurance covering the events, White Bear and Ramsey County officials, and a map of the temporary buoy placements in Bald Eagle Lake.

Sincerely,

Perry Jagger
Vice Commodore for 2019
Bald Eagle Yacht Club

651-269-1626
5743 Birch Rd.
White Bear Lake, MN 55110



RAMSEY COUNTY SHERIFF'S OFFICE - WATER PATROL
 1411 Paul Kirkwold Drive, Arden Hills, MN 55112 (651) 266-7350

19-0007X

Permit #

TEMPORARY STRUCTURE PERMIT

The following information is necessary to ensure proper and accurate issuance of your permit. Please fill it out completely including the diagram on the next page - and return it to our office, with supporting documentation, as soon as possible. **Please print or type.**

NAME: Perry Jagger DATE OF BIRTH: 10-06-1989
5743 Birch Rd. White Bear Lake MN 55110
 Address City State ZIP

PHONE (w/area code): 651-269-1626
 Home Work Cell Pager

LAKESHORE OWNER (if not applicant): Theodore Jagger
5743 Birch Rd. White Bear Lake MN 55110
 Address City State ZIP

PHONE (w/area code): (651) 429-1950
 Home Work Cell Pager

Applicant agrees to defend, hold harmless and pay on behalf of the County of Ramsey, its Municipalities, the White Bear Lake Conservation District and elected officials, agencies and employees of each, any demands or suits arising out of actions of the applicant under this permit.

SKI JUMPS ONLY: Applicant will obtain and pay for a comprehensive General Liability insurance policy in the amount of \$1,000,000. The policy shall name the County of Ramsey, its Municipalities, the White Bear Lake Conservation District and the elected officials, agencies and employees of each as additional insured's for the term of the permit. Certificate of insurance shall be attached to this completed application and be non-cancelable.

6110.1800 PLACEMENT OF TEMPORARY STRUCTURES AND BUOYS IN THE WATERS OF MINNESOTA.

- a) In general, no person shall leave any temporary structure, buoy or sign not extending from shore in the waters of this state between the hours of sunset and sunrise without first obtaining a permit in writing from the Sheriff of the County. Mooring buoys must be placed as provided in part 6110.1500 subpart 4. Swimming area markers must be placed as provided in part 6110.1600.
- b) Permit for temporary structure or buoy. The Sheriff of any county may issue a permit for the placement of any such structure or Buoy if the placement of these will not constitute an undue hazard or illegal obstruction of navigation.

Each structure or navigational buoy placed pursuant to such permit shall have the permit number painted on it and shall have attached either a light visible in all directions or sufficient reflective material so as to reflect light from all directions. The reflective material shall retain 80 percent of its dry weather reflective signal strength when submerged in water. Nothing in this part shall be construed to affect the provisions of Minnesota statute 103g.245 or the requirements for permits from the Commissioner of Natural Resources, nor shall this part be construed to affect the construction of blinds built according to Minnesota statutes, sections 97b.805 and 97b.811.

SELECT ONE. A separate application must be filled out for each type of temporary structure you are requesting.

Floating Raft	Mooring Buoy*	Ski Jump	Slalom Course	Swim Buoys	Sailing Buoys
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
*Boat Registration No. _____ Make: _____ Length: _____ Color: _____					(5)

LOCATION OF PROPOSED STRUCTURE (Lake and area): Bald Eagle Lake, White Bear Township, MN

PERMANENT PERMIT NUMBER DISPLAYED ON STRUCTURE (IF ANY): _____

I hereby acknowledge that my temporary structure meets the proper regulations. I understand that this permit does not relieve me in any way from any responsibility or liability I may incur in connection with any activities undertaken pursuant to this permit.

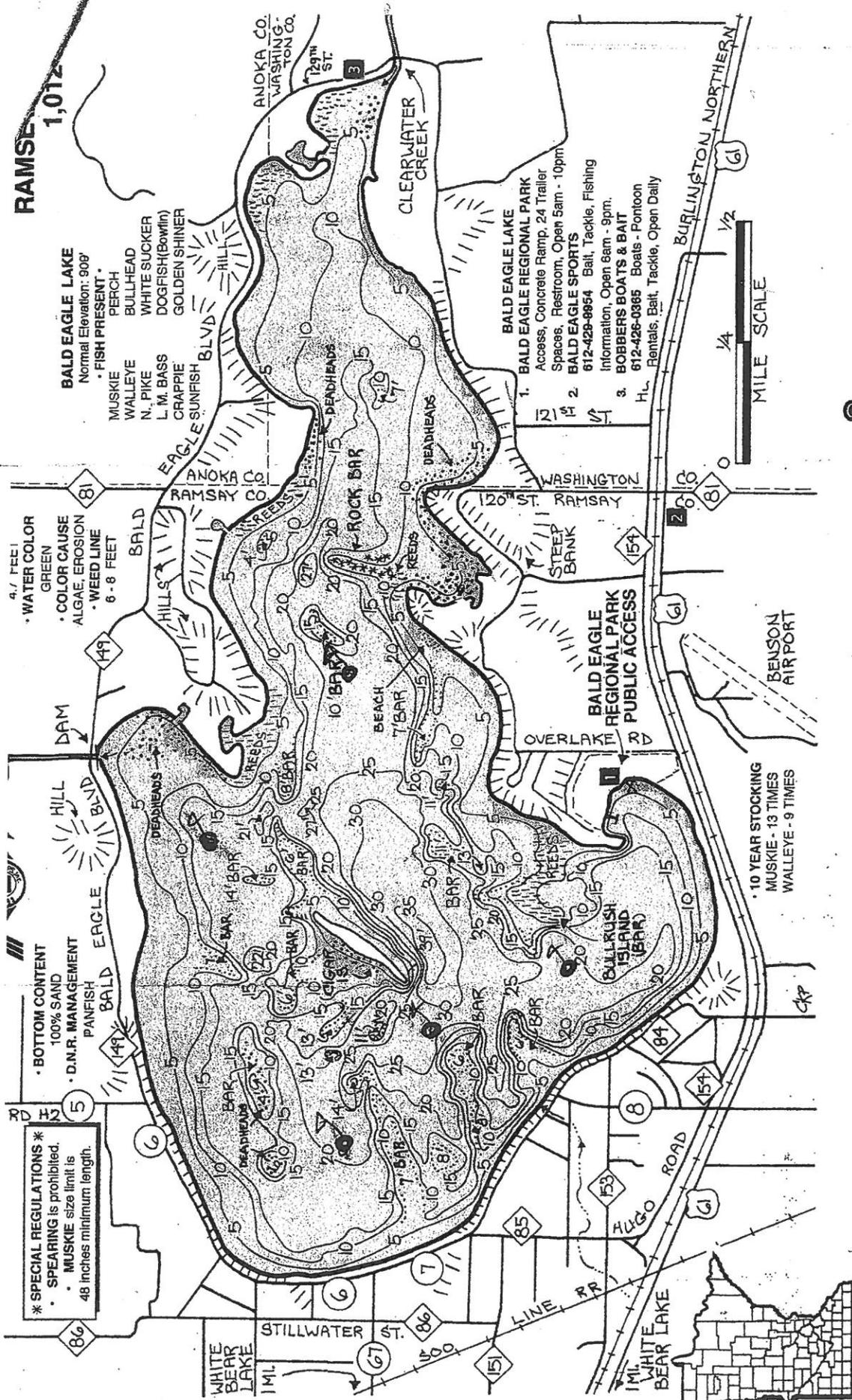
Applicant's signature: [Signature]
 Deputy Issuing Permit: [Signature] Badge: 1715 Date: 4-29-19

Please return signed / completed form to the Sheriff's Patrol Station
!!REMEMBER TO DRAW DIAGRAM ON THE BACK OF THIS FORM!!

---For Office Use Only---

Date	Badge	Letter of permission from City / WBLCD	Date	Badge	Letter of permission from adjacent property owners
_____	_____	_____	_____	_____	Letter of permission from Park/Rec

RAMSEY 1,012



LakeMaps

OVER 2000 LAKES ARE AVAILABLE ON WATERPROOF PLASTIC CARDS. FOR A FREE LISTING, SEND A #10 S.A.S.E. TO LAKEMAPS, P.O. BOX 80087, MPLS., MN. 55408

*Bald Eagle Great Club
Sailing boays*



MILE SCALE
1/4
1/2

D.N.R. DATA UTILIZED

COMMERCIAL GENERAL LIABILITY
55170 (12-04)

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED - STATE OR POLITICAL
SUBDIVISIONS - PERMITS RELATING TO PREMISES**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART.

SCHEDULE

State or Political Subdivision:

RAMSEY COUNTY ITS OFFICIALS, AGENTS, EMPLOYEES AND VOLUNTEERS
TOWN OF WHITE BEAR, ITS OFFICERS, EMPLOYEES
& ASSIGNS RAMSEY COUNTY SHERIFF-LAKE & TRAIL UNIT

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

A. **SECTION II - WHO IS AN INSURED** is amended to include as an additional insured any state or political subdivision shown in the Schedule, subject to the following additional provision:

This insurance applies only with respect to the following hazards for which the state or political subdivision has issued a permit in connection with premises you own, rent, or control and to which this insurance applies:

1. The existence, maintenance, repair, construction, erection, or removal of advertising signs, awnings, canopies, cellar entrances, coal holes, driveways, manholes, marquees, hoistaway openings, sidewalk vaults, street banners, or decorations and similar exposures; or

2. The construction, erection, or removal of elevators; or
3. The ownership, maintenance, or use of any elevators covered by this insurance.

B. Under **SECTION III - LIMITS OF INSURANCE**, the following is added:

The limits of liability for the additional insured are those specified in the written contract or agreement between the insured and the state or political subdivision, not to exceed the limits provided in this policy. These limits are inclusive of and not in addition to the limits of insurance shown in the Declarations.

POLICY NUMBER:

CG 24 12 11 85
COMMERCIAL GENERAL LIABILITY

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BOATS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART.

SCHEDULE

Description of Watercraft:

ANY OWNED WATERCRAFT

Additional Premium Included

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

1. Exclusion g. of COVERAGE A (Section I) does not apply to any watercraft owned or used by or rented to the insured shown in the Schedule.
2. WHO IS AN INSURED (Section II) is amended to include as an insured any person or organization legally responsible for the use of any such watercraft you own, provided the actual use is with your permission.

**COMMERCIAL GENERAL LIABILITY
55160 (12-04)**

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - CLUB MEMBERS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART.

A. SECTION II - WHO IS AN INSURED is amended to include as an additional insured any of your members, but only with respect to their liability for your activities or activities they perform on your behalf.

B. The following is added to SECTION III - LIMITS OF INSURANCE:

The limits of liability for the additional insured are those specified in the written contract or agreement between the insured and the club member, not to exceed the limits provided in this policy. These limits are inclusive of and not in addition to the limits of insurance shown in the Declarations.

**Town Board
Meeting Supplement
May 20, 2019**

Added Consent Agenda Items:

Agenda Number: 5.J

Subject: 5.J - **Records Retention Resolution** – Adopt Resolution Adopting the Minnesota General Records Retention Schedule for the Town of White Bear

Documentation: Staff Memo w/ attached Resolution

Action / Motion for Consideration:

Report at Meeting / Discuss

Adopt Resolution Adopting the Minnesota General Records Retention Schedule for the Town of White Bear

McCune – Moves

Ruzek – Seconds

MEMORANDUM

TO: TOWN BOARD
FROM: PATTI WALSTAD
DATE: MAY 20, 2019

SUBJECT: RECORDS RETENTION RESOLUTION

In accordance with State Statutes in 1998 the Township adopted a Resolution adopting the schedule and forwarded it to the State. Then again in 2007 the Township adopted the updated Resolution as we are now in 2019. Because the original 1998 Resolution was recorded with the State, subsequent resolutions are not required to be filed.

Also, since 1998 the Township has kept a list of items that have been destroyed as required by Statute.

EXTRACT OF MINUTES OF A MEETING OF THE TOWN
BOARD OF THE TOWN OF WHITE BEAR, MINNESOTA
HELD ON MAY 20, 2019

Pursuant to due call and notice thereof, a Special meeting of the Town Board of the Town of White Bear, Minnesota, was duly held at Heritage Hall in said Town on May 20, 2019, at 7:00 p.m.

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

Supervisor McCune introduced the following Resolution and moved its adoption:

**RESOLUTION ADOPTING THE MINNESOTA GENERAL
RECORDS RETENTION SCHEDULE FOR THE
TOWN OF WHITE BEAR**

WHEREAS, Minn. Stat. Section 138.17, Subd. 7 obligates the Town to adopt a plan for managing government records including property retention and disposal of Town records, and

WHEREAS, the Records Management Statute MS 138.17 establishes the Records Disposition Panel and requires all government entities to follow an orderly process in disposing of government information; and

WHEREAS, the State of Minnesota has approved for use by all Minnesota Cities the "Minnesota General Records Retention Schedule for Cities" which authorizes cities adopting said schedule an orderly method of disposing of municipal records; and

WHEREAS, the "Minnesota General Records Retention Schedule for Cities" is regularly updated.

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

1. That the Town of White Bear hereby adopts the Minnesota General Records Retention schedule and directs the Township Clerk to notify the Minnesota Historical Society/State Archives Department.

**Town Board
Meeting Supplement
May 20, 2019**

Added Consent Agenda Items:

Agenda Number: 5.K

Subject: **Special Town Board Meeting** – Call a Special Joint Park Board/Town Board Meeting for Thursday, June 20, 2019 @ 5:30 p.m. to Attend the Annual Park Tour

Documentation: Public Notice

Action / Motion for Consideration:

Report at Meeting / Discuss

Call a Special Joint Park Board/Town Board Meeting for Thursday, June 20, 2019 @ 5:30 p.m. to Attend the Annual Park Tour



Public Notice

Special Joint Park Board/Town Board Meeting

June 20, 2019

Beginning at 5:30 p.m.

at

**Township Administrative Office
1281 Hammond Road
White Bear Township, MN 55110**

- ◆ Park Tour