



1858
RAMSEY COUNTY
MINNESOTA

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

**AGENDA
TOWN BOARD MEETING
JUNE 17, 2019**

1. **7:00 p.m.** Call to Order at Heritage Hall, 4200 Otter Lake Road.
2. Approval of Agenda (Additions/Deletions).
3. Approval of Payment of Bills.
4. Approval of Minutes of Town Board Meeting of June 3, 2019 & Special Town Board Meeting of June 4, 2019 (Additions/Deletions).
5. **Consent Agenda:**
 - A. **Reschedule August 19, 2019 Town Board Meeting** – Reschedule August 19, 2019 Town Board Meeting to Wednesday, August 21, 2019 Due to a Conflict.
 - B. **Receive Neighborhood Petition** – Receive the Problem Property Petition & Refer to the Town Executive Meeting of June 21, 2019 for Review.
 - C. **Receive No Parking Requests** – Receive the “No Parking” Signs Request on Greenhaven Drive & East Street & Refer to the Ramsey County Sheriff’s Office for Review & Report.
 - D. **Receive Petition & Request for Feasibility Study** – Receive Petition & Request for Feasibility Study & Refer to Town Engineer for Review & Preparation of a Feasibility Study.
 - E. **Election Polling Place Change** – Adopt Resolution Changing the Location of a Polling Place for Elections for Precinct 2 from Eagle Brook Church to Lakeshore Players Theatre.
 - F. **Ramsey County Sheriff Secondary Sub-Station** – Adopt Resolution Establishing the White Bear Township Administrative Offices & Public Works Building as Secondary Sub-Stations for the Ramsey County Sheriff Deputies.
 - G. **Right-of-Way Permit** – Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve the XcelEnergy Permit to Install a New Gas Service in Both 4th Street & Northwest Avenue & Will Require Directional Boring.

**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.



- H. **Right-of-Way Permit** – Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve XcelEnergy Permit to Install a New Gas Service in Grand Avenue, 4th Street & Portland Avenue & Will Require Directional Boring.
- I. **Monthly Financial Report** – Receive.
- J. **Construction Activity Report** – Receive.

6. **Old Business:** None.

7. **Public Hearing:** None.

8. **New Business:**

Public Works Director Item:

- A. **GIS Implementation Step 3** – Authorize Purchase of Equipment & Software License.

Town Engineer Items:

- B. **Lift Station #9 Rehabilitation:**
 - 1. Receive Quotes.
 - 2. Award Project.
- C. **Improvement 2019-3 Street Project:**
 - 1. Approve Plans & Specifications.
 - 2. Authorize Advertisement for Bids.

General Business:

- D. **Kyle Axtell, RCWD** – Bald Eagle Lake Iron-Enhanced Sand Filter Project – Approve Agreement.
- E. **Temporary Liquor License** – Approve Issuance of a Temporary On-Sale Liquor License for the Senior Citizens' Night at the Ball Park at Polar Lakes Park to be Held on Wednesday, June 19, 2019, 7:00-9:00
- F. **Solicitor License Request** – Topline Construction Firm, Inc.

- 9. **Added Agenda Items.**
- 10. **Open Time.**
- 11. **Receipt of Agenda Materials & Supplements.**
- 12. **Adjournment.**

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**Town Board Meeting
June 17, 2019**

Agenda Number: 1 - 2 - 3 - 4

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

Approval of June 17, 2019 Agenda
Approval of Payment of Bills
Approval of Minutes of Town Board Meeting of June 3,
2019 & Special Town Board Meeting of June 4, 2019

Documentation: June 17, 2019 Agenda
June 3, 2019 Town Board Minutes
June 4, 2019 Special Town Board Minutes

Action / Motion for Consideration:

Call meeting to order:	7:00 p.m.
Approval of Agenda:	June 17, 2019 (additions/deletions)
Approval of Payment of Bills	
Approval of Minutes:	June 3, 2019 Town Board Meeting June 4, 2019 Special Town Board Meeting

**MINUTES
TOWN BOARD MEETING
JUNE 3, 2019**

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

Present: Supervisors: Prudhon, Ruzek, McCune; Clerk: Christopherson; Attorney: Lemmons; Engineer: Poppler, Planner: Riedesel; Public Works Director: Reed.

APPROVAL OF AGENDA (Additions/Deletions): McCune moved to approve the agenda as submitted, with the addition of Consent Agenda item 5A) 4. Benson Airport on October 11-13 & November 1-3; 5D) Ramsey-Washington Suburban Cable Commission 2018 Financial Report; 9A) Weston Woods – Review; 9B) Tent Application – Approve; 9C) Water Gremlin – Update. Ruzek seconded. Ayes all.

APPROVAL OF PAYMENT OF BILLS: Ruzek moved to approve payment of bills. McCune seconded. Ayes all.

APPROVAL OF MINUTES OF MAY 20, 2019 (Additions/Deletions): Ruzek moved to approve of the Minutes of May 20, 2019. McCune seconded. Ayes all.

CONSENT AGENDA: McCune moved to approve 5A) 2019 Archery Deer Hunt – Approve the 2019 Ramsey County Cooperative Deer Management Implementation Program in the following Areas of White Bear Township: 1. Tamarack Nature Center on October 28-30 & November 18-20; 2. Otter Lake Regional Park on October 11-13 & November 1-3; 3. Poplar Lake County Park on October 11-13 & November 1-3; 4. Benson Airport on October 11-13 & November 1-3; 5B) Mooring Requests – In accordance with the Portland Avenue Mooring Fees Policy, approve the mooring requests for the 2019 boating season June 1, 2019 through October 1, 2019 for 5373 & 5406 Portland Avenue; 5C) 4th Quarter Financial Report – Receive; 5D) Ramsey-Washington Suburban Cable Commission 2018 Financial Report – Based on Finance Officer review & recommendation receive & accept the Ramsey-Washington Suburban Cable Commission's 2018 Annual Financial Report. Ruzek seconded. Ayes all.

PUBLIC HEARING – CONDITIONAL USE PERMIT REQUEST – THREE OAKS OF WHITE BEAR TOWNSHIP: Ruzek made the motion to note proper publication of the hearing notice in newspaper & waive reading of notice. McCune seconded. Ayes all. Ruzek moved to open Public Hearing. McCune seconded. Ayes all.

Riedesel summarized that the North Oaks Community had approached the Planning Commission previously, about a year ago. The Planning Commission approved a Conditional Use Permit for modification of landscaping plan due to diseased trees. The previous proposal included saving the majority of the trees, but due to grade change and construction, North Oaks lost more trees than was the plan. The Planning Commission and Variance Board had reviewed this agenda item in May, with the Planning Commission's recommendation to the Town Board to approve the Conditional Use Permit to allow the modifications to the landscaping plan.

There was discussion of timing and it was the consensus that the construction would go as quickly as possible since the land is ready to go. It was noted that the retaining wall in the previous plans was moved to the west where trees were originally planned to be planted.

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Ruzek moved to open the public comment portion – ask for comments. McCune seconded. Ayes all. Gary Eagles from North Oaks Company LLC was present to go over the landscaping plans. Jake Walton from 5440 Centerville Road, was present to address his concerns with the project. He and other neighbors had concern over this project because the original plans show more trees, but the current progress show trees removed, including a couple large, mature oak trees that Walton enjoyed seeing. There was discussion in adding the contingency of more trees to the Conditional Use Permit. Denny Peterson of 5474 Peterson Road was also present to voice his concerns regarding trees versus open space like the current plans show.

Leif Eichen from 5451 Peterson Road was present to address his question to North Oaks Company. Eichen noticed plenty of flags in the ground marking where there is planned to be trees planted. His question is will there be a replanting of trees if they die due to not being properly planted, planted at the right time, or cared for by North Oaks. Riedesel explained that it would be up to the association to maintain or replace trees. Eichen also brought up the construction traffic that has been a result of this project though the signs clearly state 'no construction traffic' on residential streets.

Eagles stated that North Oaks changed the types of landscaping to produce a layered look, with includes more shrubs and bushes than the original plan. It was noted that the original plan had 58 trees and no shrubs, whereas this updated plan has 66 shrubs and 42 trees. There was discussion on whether or not North Oaks could add more trees to the plan; Eagles stated that North Oaks would do so. There was discussion of whether or not the association would maintain the landscaping. Eagles said it would, but it was noted that associations in the past had said they would but failed to do so. There was discussion of putting the maintenance of landscaping in the contract for bond and lengthening the association's responsibility of caring for the trees from 1 year to 3 years.

Ruzek moved to close public portion of the hearing. McCune seconded. Ayes all.

Based on Planning Commission & Staff review & recommendation Ruzek moved to approve the Conditional Use Permit / Zoning Certificate & Requirements for Three Oaks of White Bear Township to allow modification of the Landscaping Plan & to add to the Bond the tree and shrub warranty for an additional two years and adding back to the original 58 trees plus the shrubs. McCune seconded. Ayes all. Let the record show that Chair Prudhon abstained being an affected property owner.

PUBLIC HEARING – SIDE YARD SETBACK VARIANCE REQUESTS – MARILYN SVEE @ 2630 SOUTH SHORE BOULEVARD – TO ALLOW CONSTRUCTION OF A GARAGE AND DRIVEWAY: Ruzek moved to note proper publication of the hearing notice in newspaper & waive reading of notice. McCune seconded. Ayes all. Ruzek motioned to open the Public Hearing. McCune Seconded. Ayes all.

Riedesel summarized the proposed variance request to allow for the construction of a 24' x 24' garage and paved driveway which replaces an existing single garage. The Svee property is an undersized lot of record and Svee wishes to construct the new garage in the same location as the existing garage.

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The original variances were 10' side yard setback, 5.2' side yard setback, and a 5% green area. Svee is asking for a 7' side yard setback, a 3.19' side yard setback, and still a 5% green area variance.

Ruzek moved to open public comment portion – ask for comments. McCune seconded. Ayes all. Svee was present to discuss this agenda item and explained why she added the difference in variance request since the Planning Commission. The power pole inhibits space for the driveway; her suggestion is to move the garage 3 feet so the driveway can be straight.

Ruzek motioned to close public portion of the hearing. McCune seconded. Ayes all.

Ruzek moved Based on the Variance Board, Planning Commission & Staff review & recommendation approve the 7' & 3.19' side yard setback variance & the 5% green area variance to allow construction of a garage and driveway

KENT JEFFERSON, 514X WEST AVENUE – REQUEST FOR MINOR SUBDIVISION WITH TWO 5' LOT WIDTH VARIANCES: Riedesel summarized the request for a minor subdivision on West Avenue. He noted this original request was approved by the Town Board in 2003. But since Jefferson did not file the paperwork in time, the approval lapsed. The proposed minor subdivision would create two 75' wide lots containing more than 20,000 square feet in area.

Both the Variance Board and the Planning Commission reviewed this agenda item and recommended the Town Board to approve the request for the minor subdivision with two 5' lot width variances for the following reasons: the original application that was approved in 2003, intending to split the land this way all along; the lots contain 20,000+ square feet in area, while the requirement is the lots are to contain at least 12,000 square feet; and when the property was originally assessed for water services and two stubs were installed.

A few neighbors were present at the Planning Commission meeting to address drainage concerns. At the Planning Commission, there was discussion of drainage, and though the building of homes on these lands won't make drainage issues worse, the Town does want to look into these drainage issues on Mead Road, West Ave and Ridgewood as there are no storm sewer drains, no curbs.

It was also noted that the properties would have easements regarding the shed that is currently on the land. Jefferson also noted that he was going to try to preserve as many trees as possible. There was discussion of the type of soil of this property and ideas to help ease draining issues, such as rain gardens and grading.

Ruzek moved based on Variance Board, Planning Commission & Staff review & recommendation approve the minor subdivision with two 5' lot width variances. McCune seconded. Ayes all.

RICK & KIM LUCIO, 5691 ORCHARD AVENUE – REQUEST FOR A 10.4% GREEN AREA VARIANCE & A 142 SQUARE FOOT LAKESHORE ACCESSORY SQUARE FOOTAGE

VARIANCE FOR CONSTRUCTION OF AN IN-GROUND POOL: Riedesel summarized the request for a 10.4% green area variance to allow construction of an in-ground pool between the house and Bald Eagle Lake. The Lucio property is an undersized lot of record.

The pool is considered a lakeshore accessory structure which establishes the setback requirement at 10' from the 913' one hundred year high water elevation. The proposed pool meets that requirement, but 142 square feet of the 392 square foot pool exceeds the size requirement for a lakeshore accessory structure.

The Lucio's current green area coverage is 46.9% and they are proposing in the first phase to remove the concrete patio where the pool will be constructed thereby decreasing the green area coverage to 41.5%. In phase two of the project, they plan to remove the existing concrete driveway which will further decrease the green area bringing it down to 35.4%. Pavers will be installed to replace the concrete.

Both the Variance Board and the Planning Commission reviewed this agenda item and had members who opposed the application on the grounds of "reasonable use."

There was discussion of a previous approval of green area variance for an in-ground pool level with Bald Eagle Lake on Bald Eagle Point.

Ruzek moved based on Variance Board, Planning Commission & staff review & recommendation approve the 10.4% green area variance & the 142 square foot lakeshore accessory structure square footage variance for construction of an in-ground pool at 5691 Orchard Avenue. McCune seconded. Ayes all.

KEVIN & JULIE LUND, 5932 HOBE LANE – REQUEST FOR 14.6 RIGHT-OF-WAY SETBACK VARIANCE & VARIANCE FROM SECTION 5-29 OF ORDINANCE NO. 8 TO EXCEED 1,000 SQUARE FEET FOR CONSTRUCTION OF A GARAGE: Riedesel summarized the request to demolish an existing garage and construct an attached oversized garage which would exceed the allowed 1,000 square foot size and would encroach into the road right-of-way setback. The previous garage was 17.5' from the right-of-way; the new attached garage is proposed to be 20.4' from the right-of-way.

Ordinance No. 8 states that a permit may be applied for an oversized garage if the property exceeds 22,000 square feet. The Lund property is 22,200 square feet in area and abuts Bald Eagle Lake.

Both the Variance Board and Planning Commission reviewed this agenda item and recommended the Town Board to approve the right-of-way setback variance as the right-of-way in this area is greater than normal; there is a decrease in a non-conforming setback. The request meets the standards set forth by Ordinance No. 35 to approve a variance; approve the variance from Section 5-29 of Ordinance No. 8 noting that the property exceeds the 22,000 square foot requirement and abuts Bald Eagle Lake.

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There was discussion of removing the mudroom from the garage and that would decrease the space about 133 square feet. The Lunds agreed.

Ruzek moved Based on Variance Board, Planning Commission & staff review & recommendation approve the 14.6' right-of-way setback variance & in accordance with Ordinance No. 8, Section 5-29.B approve the construction of a garage exceeding 1,000 square feet in area. McCune seconded. Ayes all.

WHITE BEAR MAKER SPACE, 5966 HIGHWAY 61 – SIGN PERMIT REQUEST: Riedesel summarized that White Bear Maker Space is located behind Holiday and Bald Eagle Quick Stop. The owners would like a pylon sign on the Quick stop sign to advertise their company. The Town's sign ordinance requires the sign to be on the property for which the sign is advertising. Due to Section 4.1.3, this request needs Town Board approval in order to proceed.

Teresa Lundwing, 3743 Thomas Court, Vadnais Heights, from Maker Space was present to answer questions and discuss this application. Lundwing explained that the sign will be on two 4 x 4 posts and the sign will be 4 x 6. It was noted that this sign may help traffic control and help cars not wander through Holiday looking for Maker Space.

Ruzek moved based on Planning Commission & staff review & recommendation approve the sign permit request at 5966 Highway 61 with the understanding that the sign laid out in the application does not change a 4 x 6 sign. McCune seconded. Ayes all.

IMPROVEMENT 2019-3 – UPDATE: The Town Engineer summarized the information in the packet regarding plans to continue with the 2019 street improvement schedule. Poppler gave an update of the neighborhood meeting, and stated that only one person from this neighborhood meeting had been at the February neighborhood meeting. The Public Hearing will be held on June 4th at 6:30 p.m. at Otter Lake Elementary School, and it will be cable cast. The next step will be to approve plans and specifications and authorize advertisement for bids, open and approve bids. Once the Town has the bids, there will be more information regarding assessments and there is a possibility that the assessment could rise or fall based on the bids and completion of the bids. The \$3,000 assessment is just a good picture of what the final project will look like. If all goes according to plan, construction will begin end of July and will be completed in October.

PORTLAND WOODS STORM SEWER – AUTHORIZE PREPARATION OF PLANS & SPECS – AUTHORIZE ADVERTISEMENT FOR QUOTES: The Town Engineer summarized that every year the Township takes on the communities where storm sewers are failing. The Public Works staff pump the water out of a pond. The Utility Commission approved the storm sewer plans at the May meeting. This project consists of TKDA studying the area and fixing culvert work. TKDA estimate that the cost will be about \$2,900. Timing was discussed and it was confirmed that Public Works and a contractor can get this item done this year. The Public Works Director plotted storm sewer projects in rank of necessary improvements and Portland Woods out ranked the other storm sewer projects.

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Ruzek motioned based on Town Engineer review & recommendation to authorize TKDA to prepare plans & specifications. McCune seconded.

Ruzek motioned based on Town Engineer review & recommendation to authorize TKDA to advertise for quotes in an amount not to exceed \$2,900.00 for the Portland Woods storm sewer project noting funding from the Storm Water Utility Fund. McCune seconded. Ayes all.

2019 I & I PROJECT – RECEIVE BIDS – AWARD CONTRACT: Part of the Town's infrastructure management program is providing funding for infiltration and inflow (I/I) investigative work. The Town maintains over 300,000 lineal feet of sewer pipe, and similar to other years, 2019's goal is to continue on schedule with joint sealing and televising the I & I investigative work, with about 50% of the 300,000 feet left.

The Public Works Director summarized the project and the bidding process for these updates. The Township did advertise twice in the newspaper legal section. Reed explained that the only bid from Ritter and Ritter is sufficient. Both Hydro-Klean, Inc. and Visu-Sewer were companies who could have bids, but they were either booked for the summer or didn't have the necessary tools.

McCune motioned based on Public Works Director review & recommendation receive bid from Ritter & Ritter in the amount of \$32,275.00. Ruzek seconded.

McCune motioned based on Public Works Director review & recommendation award the contract to the low bidder, Ritter & Ritter in the amount of \$32,275.00 noting funding from the Storm Water Utility Fund. Ruzek seconded. Ayes all.

PROBATIONARY PERIOD – TOWN CLERK-TREASURER – APPROVE: Based on the review during the May Executive Meeting and Christopherson's proof of character, the Town Board approves of the job he has been doing.

Ruzek moved based on Town Board review & recommendation & in accordance with Section III – Employment, Sub-Section F – Probationary Period of the Township Employee Handbook, Patrick Christopherson is hereby appointed to Township service as the full-time Town Clerk-Treasurer. McCune seconded. Ayes all.

JUNE EXECUTIVE MEETING – RESCHEDULE TO JUNE 21ST: The Town Clerk has a conflict on June 28, 2019; the League of Minnesota's annual meeting June 26-28th.

Ruzek moved to reschedule the meeting of June 28th to June 21st due to the Town Clerk's conflict. McCune seconded. Ayes all.

SPRINKLING REGULATION CHANGE REQUESTS: The Clerk summarized that Weston Woods Homeowners Association & Southwind Townhouse Association have requested to continue the watering of the lawn during night hours, 10 p.m. to 6 a.m., instead of day hours, dawn to dusk, like the Town ordinance states. It was discussed that Weston Woods and Southwind have watered in the past like this for some time. There was discussion of proper

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JUNE 3, 2019**

watering procedures and why the Town's ordinance dictates daylight hours: grass can dry out properly ensuring no mold, moisture sensors work properly, etc. Weston Woods states that it prefers watering at night because of evaporation from the sun, wind speed is lower at night, drifting onto buildings and other things, the loss of use of turf and sidewalks during daytime watering windows, and reduced hours for maintenance. There was discussion to keep it the same because it has worked for them, but on the other hand the Town has the ordinances set for a reason.

Ruzek made the motion to deny the special request to change the water ordinance for this request by Weston Woods and Southwind Townhouse Association and has opted to adopt a Resolution as follows: Whereas the Town Board has an established ordinance regarding water conservation and the established ordinance was considered on a rational basis, therefore be it resolved that the Board will not consider requests for irrigation systems run outside of the existing ordinance. McCune seconded. Ayes all.

ADELE HARRIS – TENT/CANOPY REQUEST FOR GRADUATION PARTY: Riedesel presented the email request from Adele Harris stating that she request a 20' x 15' temporary canopy installed for the day of Saturday, June 8, 2019 at Mead Park for her daughter's graduation party from 3 to 7 p.m. in case the weather is not conducive to the outdoor gathering. He stated that it is necessary that the Town Board approve a permit to allow a tent in a Town Park, and time is important because Harris will need to contact a staking company soon. It was discussed that the Town would have to be okay with perhaps the tent residing there for two days, depending on setup and takedown measures.

Ruzek made the motion to approve the tent/canopy request by Adele Harris for the graduation party of her daughter from 3 to 7 p.m., with the understanding that they may set it up earlier than that, at Mead Park, but that they should be calling for locate service and that it is the understanding that the Township is being held harmless and in no way responsible for damages. McCune seconded. Ayes all.

WATER GREMLIN – UPDATE: The Town Clerk updated the Board on the findings of the two bills going through State Legislation. The bill requiring a state-wide ban of TCE failed, and instead the state set aside state funding separate to the Water Gremlin Settlement Funds to study the impacts of TCE further. The bill put forth by the Concerned Citizens Group requesting to become a formal Stake Holder Group failed. The Group is still functioning, but has been given no authority by the state for which to allocate settlement funds. These updates were discussed. The Clerk stated that he will hope to have more information on the failed TCE bill by the June 17th Town Board Meeting.

OPEN TIME: Resident Kiz Michel Taylor, 5211 West Bald Eagle Boulevard, was present for Open Time. She is new to the Township and recently moved to the Boulevard of which there has been on-going discussion regarding one-way versus two-way street. Taylor has looked at the 2012 Comprehensive Plan and recent news regarding the discussion and was inquiring what the arguments for the two-way street were.

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JUNE 3, 2019**

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WATER GREMLIN – UPDATE: The Town Clerk updated the Board on the findings of the two bills going through State Legislation. The bill requiring a state-wide ban of TCE failed, and instead the state set aside state funding separate to the Water Gremlin Settlement Funds to study the impacts of TCE further. The bill put forth by the Concerned Citizens Group requesting to become a formal Stake Holder Group failed. The Group is still functioning, but has been given no authority by the state for which to allocate settlement funds. These updates were discussed. The Clerk stated that he will hope to have more information on the failed TCE bill by the June 17th Town Board Meeting.

OPEN TIME: Resident Kiz Michel Taylor, 5211 West Bald Eagle Boulevard, was present for Open Time. She is new to the Township and recently moved to the Boulevard of which there has been on-going discussion regarding one-way versus two-way street. Taylor has looked at the 2012 Comprehensive Plan and recent news regarding the discussion and was inquiring what the arguments for the two-way street were.

The Board explained that it is a County-maintained road and for that reason the Township is at least waiting until the County updates it. There is construction this summer on County Road H2 that may give some insight to how the County or the Township may adapt West Bald Eagle Blvd.

Taylor brought up changing the speed or adding in a stop sign as she stated she saw two accidents near her home. Prudhon explained that if drivers are speeding it is up to the patrolling officers to fine violators, and therefore up to residents to inform Ramsey County Sheriff's Department of violators.

RECEIPT OF AGENDA MATERIALS / SUPPLEMENTS: Ruzek motioned to receive all agenda materials & supplements for tonight's meeting. McCune seconded. Ayes all.

McCune moved to adjourn the meeting at 9:18 p.m. Ruzek seconded. Ayes all.

Respectfully Submitted,

Patrick Christopherson
Town Clerk-Treasurer

Approved as Official Meeting Minutes

Town Board Supervisor

Date

**MINUTES
SPECIAL TOWN BOARD MEETING
JUNE 4, 2019**

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

Present: Supervisors: Prudhon, Ruzek, McCune; Clerk: Christopherson; Attorney: Kelly; Engineers: Poppler and Studenski; Public Works Director: Reed.

APPROVAL OF AGENDA (Additions/Deletions): Ruzek moved to approve the agenda as submitted McCune seconded. Ayes all.

PUBLIC HEARING – IMPROVEMENT 2019-3 – STREET IMPROVEMENT PROJECT: Ruzek made the motion to note proper publication of the hearing notice in the newspaper & waive reading of notice. McCune seconded. Ayes all. Ruzek moved to open Public Hearing. McCune seconded. Ayes all.

Town Engineer Poppler updated the public on the neighborhood meeting of May 28, 2019. He gave a presentation regarding the street improvement project at current stance. Poppler explained that a street deteriorates with different conditions of drainage, weather, traffic, etc. The Town's street improvement plan is to care for the streets wisely, at the mid-level condition of streets to ensure a cost-effective method to add to the longevity of the streets, verses letting streets go until they are in need of full repair. This plan will save the Township up to 30%.

Poppler explained this year's plans with the feasibility study findings, the mill and overlay process, costs, assessments; he concluded with the process and schedule, discussion and questions. All of this information is available in the packet and on the cable cast recording.

The feasibility report gave existing conditions, proposed improvements, public input through questionnaires that were sent out, project funding and schedule. Next, Poppler laid out the four areas in the 2019 street improvement plan. Parkview area, rated 2.26, has a mill and overlay proposed for Fenway and Parkview Drive. Parkview Court is considered "too deteriorated" for a mill and overlay. Weston Woods area, rated 2.26, has a mill and overlay proposed on Weston Woods and Moon Lake, while a full pavement replacement is proposed for Gilfillan Court White Bear Parkway, rated 2.2, has a mill and overlay proposed. Due to the residential and commercial properties these are less costly repairs. Hobe Lane rated 2.93, has a high degradation pace, degrading much "quicker than expected," since the water, sewer, and street work in 2006. An edge mill and overlay is proposed for this area.

Poppler explained the mill and overlay process to include replacement of cracked and damaged curbs, minor utility repairs, full width milling and removal, and replacing of pavement with bituminous. He also gave some photos of what the streets will look like once completed.

In the presentation, Poppler gave examples of different assessment percentages for each area, but explained why a simple, \$3,000 estimate assessment for each home in each area would be best, though once the project is complete in October the Township will know the full amount due.

For more information regarding these street repairs, there are the Town [website](#), informational meetings, questionnaires, project newsletters, and individual meetings or communication.

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TOWN BOARD MEETING
JUNE 4, 2019

Ruzek moved to open public comment portion – ask for comments. McCune seconded. Ayes all.

Tom Vanderpool, 5878 Hobe Lane, was present to address his concerns. He was wondering why Hobe Lane was less and the other areas were twice as costly yet everyone would be assessed \$3,000. Poppler explained that the Board could make a decision to change it back, but it's less work now and could even change in October. Ruzek stated that the \$3,000 amount is just preliminary to give residents an idea of what it will cost.

Sylvia Hesse, 779 Gilfillan Court, was concerned that previous Board members, Public Works Staff, and Contractors hired to fix Gilfillan Ct. in the past had made a mistake and that's why the street has a less thick base. If that is the case, she asked, would the contractors or anyone be held accountable? At any rate, she wanted to be sure that history wouldn't repeat itself and that this time around the street will be done correctly. Poppler explained that it is possible that the street is thicker than the feasibility study showed. There was only one sample done, so it is possible that the street is low in that one area. If that is the case, Gilfillan will be much easier to mill and overlay, versus the full replacement of pavement. Hesse also explained that her association just redid her neighborhood's driveways last summer and she doesn't want this street improvement project ruining any of that work. Poppler explained that it wouldn't, especially since the driveways are concrete.

Larry Waldoch, 2597 Parkview Drive, wanted to take a moment to thank the Staff present for their hard work in this matter. He stated that Poppler did a "good job planning this report," and that he's anxious to see this plan go through the process.

Ruzek moved to close public portion of hearing. McCune seconded. Ayes all.

Ruzek made the motion based on neighborhood meeting feedback, Town Engineer & Staff review & recommendations adopt the resolution ordering Improvement 2019-3. McCune seconded. Ayes all.

OPEN TIME: No one was present for open time.

RECEIPT OF AGENDA MATERIALS / SUPPLEMENTS: McCune motioned to receive all agenda materials & supplements for tonight's meeting. Ruzek seconded. Ayes all.

Ruzek moved to adjourn the meeting at 7:04 p.m. McCune seconded. Ayes all.

Respectfully Submitted,

Patrick Christopherson
Town Clerk-Treasurer

Approved as Official Meeting Minutes

MINUTES
TOWN BOARD MEETING
JUNE 4, 2019

Town Board Supervisor

Date

DRAFT



**Town Board Meeting
June 17, 2019**

Agenda Number: 5A – Consent Agenda

**Subject: Reschedule August 19, 2019 Town Board Meeting –
Reschedule August 19, 2019 Town Board Meeting to
Wednesday, August 21, 2019 Due to a Conflict**

Documentation: None

Action / Motion for Consideration:

Receive Information / Discuss

Reschedule August 19, 2019 Town Board Meeting to Wednesday, August 21, 2019 Due to a Conflict



**Town Board Meeting
June 17, 2019**

Agenda Number: 5B – Consent Agenda

Subject: Receive Neighborhood Petition – Receive the Problem Property Petition & Refer to the Town Executive Meeting of June 21, 2019 for Review

Documentation: Petition

Action / Motion for Consideration:

Receive Information / Discuss

Receive the Problem Property Petition & Refer to the Town Executive Meeting of June 21, 2019 for Review

Patrick Christy Johnson

Town

Clerk

747-2768

TO: TOWN BOARD OF SUPERVISORS

SUBJECT: 5211 DIVISION - PROBLEM PROPERTY

This Petition is being sent to you regarding the unsightly property located at 5211 Division. Letters are sent annually but nothing seems to happen. We are requesting that the vehicles (RV, etc.) be removed if not operable.

Dated: 6-3-, 2019.

Name	Address
Terri Buttermore & Norm Fruberg	5217 Division 2142 Park Ave.
Mary Beth Nintzel	
John DeLew	5246 Division Ave
Lydia Peterson	5218 Division Ave
Mary King	5195 Division Ave
Wiff	5201 DIVISION AVE.
Marlene Alupuz	5210 Division Ave
Roberta J Freeman	5200 Division Ave
Charles Koch	5230 DIVISION AVE
Nate Cornell	5233 Division Ave
Margie Salch	5225 Division ave
Kenneth Kappala	5194 Division Ave
Mike Kelly	5241 Division Ave

2.1.12
~~Chia~~ . 5238 Division Ave 55110
Jay Kotlinek 5245 DIVISION, 55110 WBL



**Town Board Meeting
June 17, 2019**

Agenda Number: 5C – Consent Agenda

Subject: Receive No Parking Requests – Receive the “No Parking” Signs Request on Greenhaven Drive & East Street & Refer to the Ramsey County Sheriff’s Office for Review & Report

Documentation: Requests

Action / Motion for Consideration:

Receive Information / Discuss

Receive the “No Parking” Signs Request on Greenhaven Drive & East Street & Refer to the Ramsey County Sheriff’s Office for Review & Report

RECEIVED
JUN 07 2019
TOWN OF WHITE BEAR

Scott Kaufmann
4631 Greenhaven Drive
White Bear Township, MN 55127
June 7, 2019

Patti Walstad
White Bear Township
1281 Hammond Road
White Bear Township, MN 55110

Dear Patti,

My name is Scott Kaufmann, I live at 4631 Greenhaven Drive in the Weston Woods area of White Bear Township. I spoke to you several months ago about getting what I believe to be a parking problem introduced to the Township Board. I am writing to request **NO Parking** signs be placed on the North side of Greenhaven Drive between the two entrances to Gilfillan Lane. I have marked the area in orange on the attached aerial photo. I believe Greenhaven Drive in this area was never built wide enough to accommodate parking on both sides of the street. When Calvary Church has Sunday service or other large gatherings cars park on both sides of Greenhaven Drive. I believe parking on both sides of the street proposes several safety concerns. The street has a slight curve and it's hard to see oncoming traffic when cars are parked bumper to bumper for at least a block on both sides. Large emergency vehicles would have a hard time navigation between the parked vehicles. When people park on the north side of the street they have to walk between parked cars to cross the street, making them hard to see for oncoming traffic. Once again the street was not designed to have vehicles parked on both sides and still have normal traffic flow; this becomes very apparent when snow piles against the curbing making the street that much narrow. Parking should only be allowed on the South side of Greenhaven Drive, this is the side with the sidewalk.

With the recent addition to the church this problem can only get worse. The church has plenty of parking spaces on their property. If they don't the Town Board should never have approved an addition to the church.

I hope the Township Board will look into this and take the appropriate actions to assure the safety of all.

Thank you



Scott Kaufmann

651-492-7774



Patti Walstad

From: Pat Christopherson
Sent: Wednesday, June 12, 2019 11:37 AM
To: Patti Walstad
Subject: FW: Parking on East Street
Attachments: IMG_0863.HEIC; IMG_0861.HEIC

From: Tom Riedesel <Tom.Riedesel@whitebeartownship.org>
Sent: Wednesday, June 12, 2019 11:19 AM
To: Pat Christopherson <Pat.Christopherson@whitebeartownship.org>
Subject: FW: Parking on East Street

Let's discuss when you have a minute.

From: Todd [<mailto:ellefson12@comcast.net>]
Sent: Wednesday, June 12, 2019 11:15 AM
To: Tom Riedesel <Tom.Riedesel@whitebeartownship.org>
Subject: Parking on East Street

Caution: This email originated outside our organization; please use caution.

Tom I stopped by the town offices last week and was given your name to talk about a parking issue. I wanted to check about possibly having parking only on one side of the street. On numerous occasions I've witnessed school buses, trucks etc. that have to backup because they can't pass through the cars. I'm quite concerned if emergency vehicles (Ambulance, Fire Truck, etc.) would need to get down the street.

I have attached a couple of photos from a week ago, thanks in advance for checking into this.

Todd Ellefson







**Town Board Meeting
June 17, 2019**

Agenda Number: 5D – Consent Agenda

**Subject: Receive Petition & Request for Feasibility Study – Receive
Petition & Request for Feasibility Study & Refer to Town
Engineer for Review & Preparation of a Feasibility Study**

Documentation: Petition

Action / Motion for Consideration:

Receive Information / Discuss

Receive Petition & Request for Feasibility Study & Refer to Town Engineer
for Review & Preparation of a Feasibility Study

RECEIVED

JUN 12 2019

TOWN OF WHITE BEAR



Petition & Request for Feasibility Study

The undersigned property owner(s) hereby petition and request that the Town Board of the Town of White Bear, Minnesota, authorize preparation of a Feasibility Study to determine the costs associated with construction of the following improvement (describe):

Sewer and water hook-up for the following

- 1) 5939 E. Co. Line
Long term plan to sub divide lot on east
side of Portland ave which will require capacity
for existing home and future home
- 2) 5959 E. Co. Line - existing home

along, in and under the above described property and further petition and request that the said Town assess the entire cost of said improvement against our property abutting said Improvements.

Dated this 11th day of June, 2019.

Name

Address

Ted Perron

5939 E. Co. Line
White Bear Lake, MN 55110-1265

~~AA~~ Petitioner Paid an \$800.00
Deposit.



**Town Board Meeting
June 17, 2019**

Agenda Number: 5E – Consent Agenda

Subject: Election Polling Place Change – Adopt Resolution Changing the Location of a Polling Place for Elections for Precinct 2 from Eagle Brook Church to Lakeshore Players Theatre

Documentation: Resolution

Action / Motion for Consideration:

Receive Information / Discuss

Adopt Resolution Changing the Location of a Polling Place for Elections

McCune – Moves

Ruzek – Seconds

EXTRACT OF MINUTES OF A MEETING OF THE TOWN
BOARD OF THE TOWN OF WHITE BEAR, MINNESOTA,
HELD ON JUNE 17, 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 June 17, 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 CHANGING THE LOCATION OF A
POLLING PLACE FOR ELECTIONS**

WHEREAS, on December 18, 2018 the Town established polling places held during calendar year 2019; and

WHEREAS, Eagle Brook Church was designated as the polling place to serve all territory in White Bear Township Precinct 2 located in White Bear Township; Ramsey County, Minnesota, and

WHEREAS, Eagle Brook Church has become unavailable to serve as a polling place for the Election; and

WHEREAS, Minnesota Statutes, Section 204B.16 authorizes the change in a polling place that was approved before December 31, 2018 if the polling place is not available:

NOW THEREFORE, BE IT RESOLVED by White Bear Township, State of Minnesota, as follows:

1. The polling place for all territory in White Bear Township Precinct 2 located in White Bear Township; Ramsey County, Minnesota, is hereby changed for elections held in 2019 from Eagle Brook Church to Lakeshore Players Theatre, 4941 Long Ave, White Bear Lake, Minnesota.
2. Pursuant to Minnesota Statutes, Section 204B.16, Subd. 1a, the city shall send a notice of change in this polling place location to each affected household with at least one registered voter in the precinct. The notice should be sent at least 25 days before the next election by non-forwardable mail stating the location of the new polling place.



**Town Board Meeting
June 17, 2019**

Agenda Number: 5F – Consent Agenda

Subject: Ramsey County Sheriff Secondary Sub-Station – Adopt Resolution Establishing the White Bear Township Administrative Offices & Public Works Building as Secondary Sub-Stations for the Ramsey County Sheriff Deputies

Documentation: Resolution

Action / Motion for Consideration:

Receive Information / Discuss

Adopt Resolution Establishing the White Bear Township Administrative Offices & Public Works Building as Secondary Sub-Stations for the Ramsey County Sheriff Deputies

McCune – Moves

Ruzek – Seconds

EXTRACT OF MINUTES OF A MEETING OF THE TOWN
BOARD OF THE TOWN OF WHITE BEAR, MINNESOTA,
HELD ON JUNE 17, 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 June 17, 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 ESTABLISHING THE WHITE BEAR
TOWNSHIP ADMINISTRATIVE OFFICES & PUBLIC
WORKS BUILDING AS SECONDARY SUB-STATIONS
FOR THE RAMSEY COUNTY SHERIFF DEPUTIES**

WHEREAS, the Town Board of White Bear Township has an established contractual relationship with the Ramsey County Sheriff's Office for law enforcement services,

AND WHEREAS, the current primary sub-station is within Heritage Hall,

AND WHEREAS, for logistical reasons, the Administrative Offices and Public Works Buildings for White Bear Township may serve as secondary sub-stations for Ramsey County Deputies,

NOW, THEREFORE, BE IT RESOLVED by the Town Board of the Town of White Bear that the Ramsey County Sheriff's Deputies may utilize White Bear Township's Administrative Offices and Public Works buildings as secondary sub-stations while performing law enforcement duties.

The motion for the adoption of the foregoing Resolution was duly 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 17th day of June, 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 a secondary sub-station.

WITNESS my hand as such Clerk and the Town Clerk Seal this 17th day of June, 2019.

TOWN CLERK, TOWN OF WHITE BEAR, MINN.



**Town Board Meeting
June 17, 2019**

Agenda Number: 5G – Consent Agenda

Subject: **Right-of-Way Permit** – Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve the XcelEnergy Permit to Install a New Gas Service in Both 4th Street & Northwest Avenue & Will Require Directional Boring

Documentation: Town Engineer Correspondence w/map

Action / Motion for Consideration:

Receive Information / Discuss

Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve the XcelEnergy Permit to Install a New Gas Service in Both 4th Street & Northwest Avenue & Will Require Directional Boring



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

June 13, 2019

Honorable Chairman and Town Board
White Bear Township, Minnesota

Re: XcelEnergy Permit Application
4th Street and North West Avenue
White Bear Township, Minnesota
TKDA Project No. 17127.000

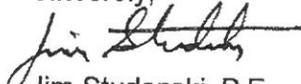
Dear Board Members:

XcelEnergy has applied for a permit to install new gas service in both 4th Street and North West Avenue. The project will require directional boring. The attached map shows the project.

We recommend approval with the following conditions:

1. Contractor must protect resident driveway during the boring activity.
2. Contractor must protect 4th Street and North West Avenue during boring activity.
3. Contractor must protect sewer and water services along the construction route.
4. Hydrants must be protected and the service line to be installed behind the hydrant.
5. Contractor must protect storm sewer crossings through the area.
6. Disturbed areas shall be restored equal to or better than original condition.
7. North West Avenue is also a County Road which is under the jurisdiction of Ramsey County and may need a separate permit with them.
8. If the relocation of these utilities becomes necessary in the future due to a public improvement, the utilities shall be relocated at no cost to the Township.
9. Call Gopher One-Call prior to any work.

Sincerely,


Jim Studenski, P.E.
Town Engineer

Enclosures



June 13, 2019

Xcel Project # 103162292

APPLICATION OF XCEL ENERGY

White Bear Township
1281 Hammond Rd
White Bear Lake, MN 55110

Application is hereby made for permission to place, construct, and thereafter maintain natural gas distribution facilities on 4th St. Northwest ~~1000~~ Ave will require a County permit.

AMD

- I. Type of Utility:
Install approximately 2000' of 2" PE gas service pipe.
- II. Work to be started in early July.
Estimated work duration: Approximately 2 weeks.

Application approved:

By: _____

Title: _____

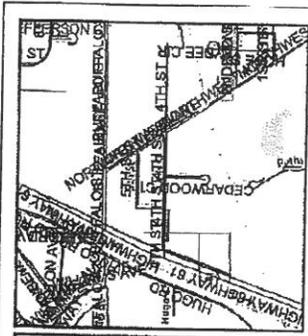
Date: _____

Application submitted by:

Xcel Energy

Project Designer:

Scott Widmer
Senior Gas Designer
1700 E. County Rd E
White Bear Lake, MN 55112
P: 651-779-3506 F: 651-779-3139
E: scott.a.widmer@xcelenergy.com



Service Request #	WPA 0-ur 14661410
Design Number	00000007854
Design/Planner ID	wilmsc1
Design/Planner Name	William Cook
Design/Planner Ph #	651-779-3056
Manager Approval	
Division	WPA River Lake
County	Roanoke
City	Walla Walla Township
Address	401 S
Town	R 22W S 12
Merit	Volume
Project	Phase
Phone	Shop Draw ID
System	5200
Pressure	600
Material	FE
Work Order #	10102282
Date	06/10/2009
Scale	1" equals 100'

Xcel Energy

CONSTRUCTION USE ONLY

NO CHANGES (BUILT AS DESIGNED)

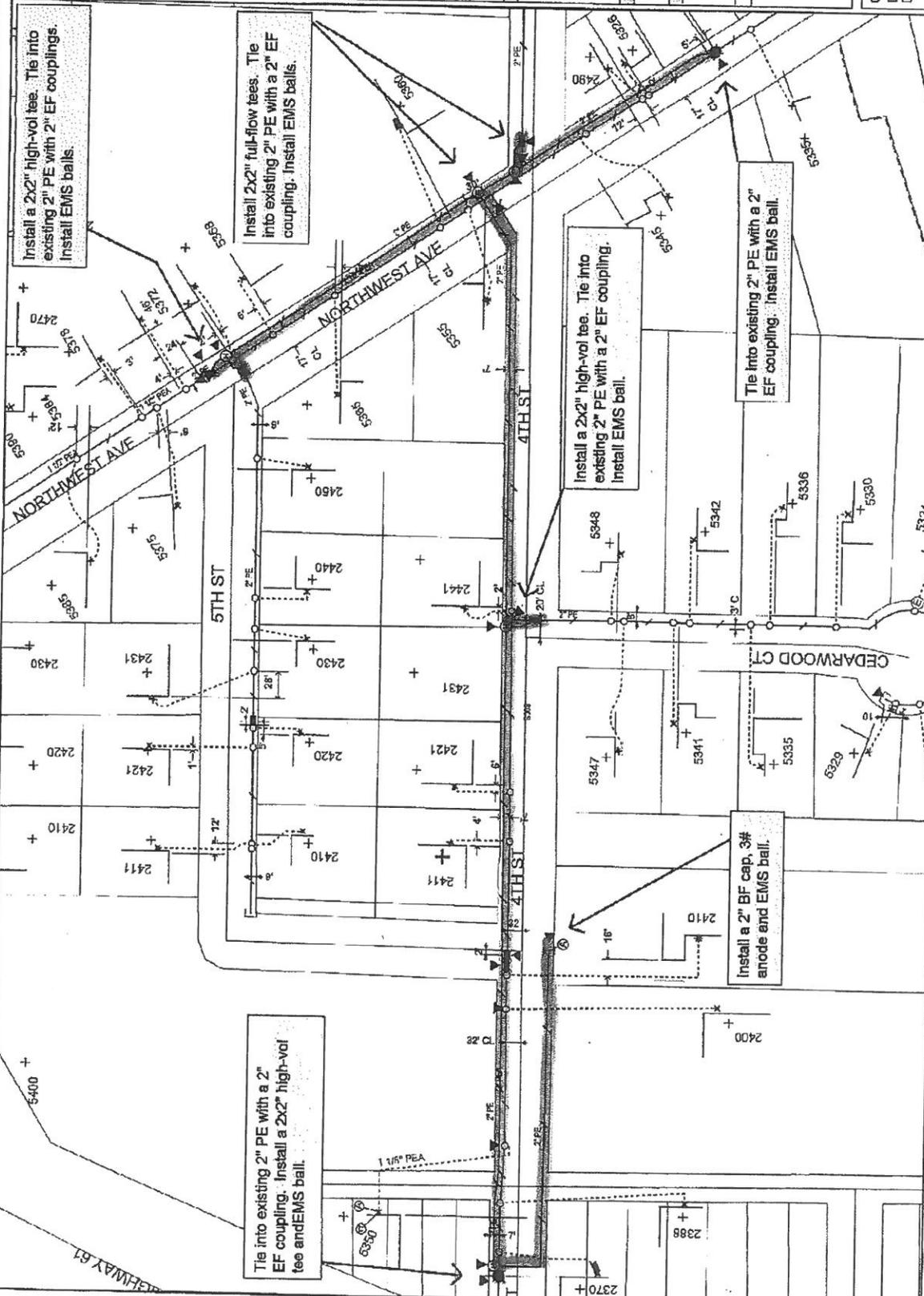
CHANGES MADE AS INDICATED

ALL UNBUILT MUST HAVE ACTUAL MEASUREMENTS FROM THE FIELD (BTR)

RFO _____ DATE _____

FOREMAN _____

TEAM LEADER _____



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**Town Board Meeting
June 17, 2019**

Agenda Number: 5H – Consent Agenda

Subject: Right-of-Way Permit – Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve XcelEnergy Permit to Install a New Gas Service in Grand Avenue, 4th Street & Portland Avenue & Will Require Directional Boring

Documentation: Town Engineer Correspondence w/ map

Action / Motion for Consideration:

Receive Information / Discuss

Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve XcelEnergy Permit to Install a New Gas Service in Grand Avenue, 4th Street & Portland Avenue & Will Require Directional Boring



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

June 13, 2019

Honorable Chairman and Town Board
White Bear Township, Minnesota

Re: XcelEnergy Permit Application
Grand Avenue, 4th Street and Portland Avenue
White Bear Township, Minnesota
TKDA Project No. 17127.000

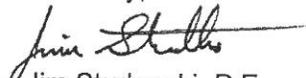
Dear Board Members:

XcelEnergy has applied for a permit to install new gas service in Grand Avenue, 4th Street and Portland Avenue. The project will require directional boring. The attached map shows project.

We recommend approval with the following conditions:

1. No work is anticipated in the railroad right-of-way which would require their permit.
2. Contractor must protect resident driveway during the boring activity.
3. Contractor must protect Grand Ave, 4th Street and Portland Ave during boring activity.
4. Contractor must protect sewer and water services along the construction route.
5. Hydrants must be protected and the service line to be installed behind the hydrant.
6. Contractor must protect storm sewer crossings through the area.
7. Disturbed areas shall be restored equal to or better than original condition.
8. Portland Avenue is also a County Road which is under the jurisdiction of Ramsey County and may need a separate permit with them.
9. If the relocation of these utilities becomes necessary in the future due to a public improvement, the utilities shall be relocated at no cost to the Township.
10. Call Gopher One-Call prior to any work.

Sincerely,


Jim Studenski, P.E.
Town Engineer
Enclosures



June 13, 2019

Xcel Project # 103178627

APPLICATION OF XCEL ENERGY

White Bear Township
1281 Hammond Rd
White Bear Lake, MN 55110

Application is hereby made for permission to place, construct, and thereafter maintain natural gas distribution facilities on 4th St. and Grand Ave. Portland Ave will require a County permit.

- I. Type of Utility:
Install approximately 1800' of 2" PE gas service pipe.
- II. Work to be started in early July.
Estimated work duration: Approximately 2 weeks.

Application approved:

By: _____

Title: _____

Date: _____

Application submitted by:

Xcel Energy

Project Designer:

Scott Widmer
Senior Gas Designer
1700 E. County Rd E
White Bear Lake, MN 55112
P: 651-779-3506 F: 651-779-3139
E: scott.a.widmer@xcelenergy.com



**Town Board Meeting
June 17, 2019**

Agenda Number: 51 – Consent Agenda

Subject: Monthly Financial Report – Receive

Documentation: Report

Action / Motion for Consideration:

Receive Report / Discuss

WHITE BEAR TOWNSHIP
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2019

101-GENERAL FUND

41.67% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PROPERTY TAXES</u>					
101-31010 CURRENT TAXES	3,123,761.00	0.00	67,227.20	2.15	3,056,533.80
101-31020 DELINQUENT TAXES	0.00	0.00	115.10	0.00 (115.10)
101-31040 FISCAL DISPARITIES	279,294.00	0.00	14,521.52	5.20	264,772.48
101-31055 EXCESS INCREMENTS	0.00	0.00	151.75	0.00 (151.75)
101-31060 INTEREST ON DELINQUENT TAXES	0.00	0.00	70.95	0.00 (70.95)
101-31920 TAX FORFEITED SALES	0.00	0.00	0.00	0.00	0.00
TOTAL PROPERTY TAXES	3,403,055.00	0.00	82,086.52	2.41	3,320,968.48
<u>LICENSES & PERMITS</u>					
101-32100 GENERAL BUSINESS LICENSES	10,000.00	0.00	3,035.00	30.35	6,965.00
101-32101 LIQUOR LICENSES	11,500.00	0.00	16,075.00	139.78 (4,575.00)
101-32102 TOBACCO LICENSES	400.00	0.00	0.00	0.00	400.00
101-32200 GENERAL CONTRACTOR'S LICENSE	7,000.00	525.00	4,200.00	60.00	2,800.00
101-32210 BUILDING PERMITS	110,000.00	9,919.35	40,931.65	37.21	69,068.35
101-32220 RENTAL DWELLING UNIT LICENSES	1,000.00	100.00	400.00	40.00	600.00
101-32225 VACANT BUILDING REGISTRATION	5,000.00	0.00	1,100.00	22.00	3,900.00
101-32230 SEPTAGE DISCHARGE LICENSES	0.00	0.00	0.00	0.00	0.00
101-32231 METER PERMITS	1,000.00	60.00	300.00	30.00	700.00
101-32232 INSIDE WATER PERMITS	10,000.00	690.00	4,164.00	41.64	5,836.00
101-32233 OUTSIDE SEWER/WATER PERMITS	1,000.00	135.00	540.00	54.00	460.00
101-32234 WELL/SEPTIC PERMITS	0.00	0.00	0.00	0.00	0.00
101-32240 GAS/HEATING PERMITS	18,000.00	675.00	8,280.85	46.00	9,719.15
101-32250 ELECTRICAL PERMITS	1,500.00 (419.10)	1,188.10	79.21	311.90
101-32260 ANIMAL CONTROL LICENSES	800.00	40.00	344.00	43.00	456.00
101-32270 OTHER PERMITS	10,000.00	1,555.00	4,190.28	41.90	5,809.72
TOTAL LICENSES & PERMITS	187,200.00	13,280.25	84,748.88	45.27	102,451.12
<u>INTERGOVERNMENTAL</u>					
101-33400 MVHC	15.00	0.00	0.00	0.00	15.00
101-33410 OTHER GOVERNMENTS - GRANTS	27,335.00	0.00	0.00	0.00	27,335.00
101-33415 LOCAL GOVERNMENT AID	4,266.00	0.00	644.84	15.12	3,621.16
101-33416 TAX INCREMENT AIDS	0.00	0.00	0.00	0.00	0.00
101-33420 POLICE STATE AID	61,900.00	0.00	0.00	0.00	61,900.00
101-33430 COUNTY GRANTS & AIDS - HIGHWAY	25,000.00	0.00	0.00	0.00	25,000.00
101-33440 PARK GRANT	0.00	0.00	0.00	0.00	0.00
101-33700 CABLE TV FRANCHISE FEES	82,000.00	0.00	904.72	1.10	81,095.28
TOTAL INTERGOVERNMENTAL	200,516.00	0.00	1,549.56	0.77	198,966.44
<u>CHARGES FOR SERVICES</u>					
101-34100 SALE OF SUPPLIES	3,000.00	45.00	604.15	20.14	2,395.85
101-34110 PENDING ASSESSMENT SEARCHES	0.00	0.00	0.00	0.00	0.00
101-34115 FALSE ALARMS	0.00	350.00	1,400.00	0.00 (1,400.00)
101-34120 ENGINEERING FEES	8,000.00	0.00	4,173.72	52.17	3,826.28
101-34122 PLANNING/COMMUNITY DEVELOPMENT	3,000.00	450.00	3,735.63	124.52 (735.63)
101-34123 LEGAL FEES	2,500.00	0.00	239.15	9.57	2,260.85
101-34127 CODE ENFORCEMENT SERVICES	0.00	0.00	0.00	0.00	0.00
101-34129 PW BILLED SERVICES	0.00	0.00	9,107.50	0.00 (9,107.50)

WHITE BEAR TOWNSHIP
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

101-GENERAL FUND

41.67% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
101-34130 ADMINISTRATIVE CHARGES	25,000.00	116.00	9,467.60	37.87	15,532.40
101-34131 BOND ADMINISTRATIVE FEES	0.00	0.00	0.00	0.00	0.00
101-34132 INVESTMENT ADMINISTRATIVE CHAR	18,575.00	7,071.68	7,071.68	38.07	11,503.32
101-34140 CONTRACTUAL SERVICES	45,000.00	0.00	6,449.77	14.33	38,550.23
101-34145 ANIMAL IMPOUND FEES	0.00	0.00	0.00	0.00	0.00
101-34150 SURCHARGE/SAC RETAINAGE	350.00	74.86	288.98	82.57	61.02
101-34200 PLAN CHECKS	30,000.00	413.56	13,318.12	44.39	16,681.88
TOTAL CHARGES FOR SERVICES	135,425.00	8,521.10	55,856.30	41.25	79,568.70
<u>FINES & FORFEITS</u>					
101-35100 TRAFFIC & OTHER FINES	9,000.00	1,067.01	2,289.09	25.43	6,710.91
101-35150 ADMINISTRATIVE CITATIONS	7,000.00	0.00	0.00	0.00	7,000.00
TOTAL FINES & FORFEITS	16,000.00	1,067.01	2,289.09	14.31	13,710.91
<u>MISC REVENUE</u>					
101-36101 SPECIAL ASSESSMENTS - CURRENT	0.00	0.00	1,171.94	0.00 (1,171.94)
101-36102 SPECIAL ASSESSMENTS - DELINQUE	0.00	0.00	50.00	0.00 (50.00)
101-36103 PENALTIES & INTEREST SPECIALS	0.00	0.00	160.28	0.00 (160.28)
101-36105 PREPAID ASSESSMENTS	0.00	0.00	0.00	0.00	0.00
101-36106 NON-COMPLIANCE FEE	0.00	0.00	0.00	0.00	0.00
101-36210 INTEREST INCOME	29,220.00	16,162.44	16,162.44	55.31	13,057.56
101-36211 INCREASE IN FAIR MARKET VALUE	0.00	0.00	0.00	0.00	0.00
101-36230 PRIVATE DONATIONS	500.00	0.00	0.00	0.00	500.00
101-36400 FACILITY RENTAL FEES	232,790.00	56,827.12	97,863.89	42.04	134,926.11
101-36401 FACILITY RENTAL FEES - PARKS	1,200.00	0.00	220.00	18.33	980.00
TOTAL MISC REVENUE	263,710.00	72,989.56	115,628.55	43.85	148,081.45
<u>OTHER FINANCING SOURCES</u>					
101-39000 MISCELLANEOUS	10,000.00	60.00	5,453.35	54.53	4,546.65
101-39001 MISC - SALE OF RECYCLING	450.00	4.89	146.87	32.64	303.13
101-39010 INSURANCE REFUNDS	0.00	0.00	0.00	0.00	0.00
101-39020 P-CARD REBATE	0.00	0.00	103.84	0.00 (103.84)
101-39300 OPERATING TRANSFERS IN	15,000.00	15,000.00	15,000.00	100.00	0.00
TOTAL OTHER FINANCING SOURCES	25,450.00	15,064.89	20,704.06	81.35	4,745.94
TOTAL REVENUE	4,231,356.00	110,922.81	362,862.96	8.58	3,868,493.04

WHITE BEAR TOWNSHIP
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

101-GENERAL FUND

BOARD OF SUPERVISORS

41.67% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONAL SERVICES</u>					
101-4110-103 PART TIME EMPLOYEES / PER DIEM	39,024.00	3,251.79	16,258.95	41.66	22,765.05
101-4110-121 PERA CONTRIBUTIONS	2,927.00	108.38	541.90	18.51	2,385.10
101-4110-122 FICA CONTRIBUTIONS	2,985.00	114.36	571.80	19.16	2,413.20
101-4110-151 WORKERS COMPENSATION	<u>158.00</u>	<u>158.00</u>	<u>158.00</u>	<u>100.00</u>	<u>0.00</u>
TOTAL PERSONAL SERVICES	45,094.00	3,632.53	17,530.65	38.88	27,563.35
<u>OTHER SERVICES & CHARGES</u>					
101-4110-308 PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00
101-4110-331 TRAVEL EXPENSE	0.00	0.00	0.00	0.00	0.00
101-4110-333 REGISTRATION & CONFERENCE FEES	120.00	0.00	0.00	0.00	120.00
101-4110-334 MEETING EXPENSES	<u>1,600.00</u>	<u>269.93</u>	<u>557.88</u>	<u>34.87</u>	<u>1,042.12</u>
TOTAL OTHER SERVICES & CHARGES	1,720.00	269.93	557.88	32.43	1,162.12
<u>OTHER FINANCING USES</u>					
101-4110-720 OPERATING TRANSFERS OUT	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL OTHER FINANCING USES	0.00	0.00	0.00	0.00	0.00
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TOTAL BOARD OF SUPERVISORS	46,814.00	3,902.46	18,088.53	38.64	28,725.47

WHITE BEAR TOWNSHIP
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

101-GENERAL FUND

41.67% OF YEAR COMP.

GENERAL GOVERNMENT

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>SUPPLIES</u>					
101-4130-250 SALES TAX	0.00	0.00	0.00	0.00	0.00
TOTAL SUPPLIES	0.00	0.00	0.00	0.00	0.00
<u>OTHER SERVICES & CHARGES</u>					
101-4130-301 AUDITING & ACCOUNTING SERVICES	11,700.00	0.00	3,000.00	25.64	8,700.00
101-4130-303 ENGINEERING SERVICES	50,000.00	9,815.31	33,841.71	67.68	16,158.29
101-4130-304 LEGAL FEES	48,000.00	4,120.25	11,064.50	23.05	36,935.50
101-4130-305 PROSECUTOR FEES	41,000.00	3,172.90	12,690.60	30.95	28,309.40
101-4130-307 COMPUTER SERVICES	27,000.00	7,111.00	19,000.00	70.37	8,000.00
101-4130-308 PROFESSIONAL SERVICES	15,000.00	3,709.62	6,119.34	40.80	8,880.66
101-4130-309 CONTRACTUAL SERVICES	3,500.00	0.00	1,103.18	31.52-	4,603.18
101-4130-311 CREDIT CARD FEES	1,500.00	0.00	134.17	8.94	1,365.83
101-4130-351 LEGAL NOTICES	8,000.00	695.43	2,762.48	34.53	5,237.52
101-4130-355 NEWSLETTER	8,000.00	570.00	2,850.00	35.63	5,150.00
101-4130-361 GENERAL LIABILITY INSURANCE	17,000.00	17,000.00	17,000.00	100.00	0.00
101-4130-362 PUBLIC OFFICIAL'S LIABILITY IN	1,100.00	1,100.00	1,100.00	100.00	0.00
101-4130-364 SELF-INSURANCE HEALTH	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER SERVICES & CHARGES	231,800.00	47,294.51	108,459.62	46.79	123,340.38
<u>REPAIR & MAINTENANCE</u>					
101-4130-404 REPAIR/MAINTENANCE - EQUIPMENT	8,500.00	0.00	435.15	5.12	8,064.85
101-4130-405 REPAIR/MAINTENANCE - OTHER	0.00	0.00	0.00	0.00	0.00
101-4130-433 DUES & SUBSCRIPTIONS	16,750.00	0.00	4,964.32	29.64	11,785.68
101-4130-437 COMMUNITY COUNSELING CENTER	20,524.00	0.00	20,514.00	99.95	10.00
101-4130-439 TOWN HALL MANAGEMENT	15,000.00	0.00	15,000.00	100.00	0.00
101-4130-440 W.B.L. CONSERVATION DISTRICT	19,100.00	0.00	0.00	0.00	19,100.00
101-4130-441 VADNAIS LAKE WATER MANAGEMENT	1,200.00	1,186.21	1,186.21	98.85	13.79
101-4130-449 MISCELLANEOUS EXPENSES	19,250.00	838.50	3,941.57	20.48	15,308.43
101-4130-475 BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00
101-4130-490 CONTRIBUTIONS TO OTHER ORGINIZ	0.00	0.00	0.00	0.00	0.00
TOTAL REPAIR & MAINTENANCE	100,324.00	2,024.71	46,041.25	45.89	54,282.75
<u>OTHER FINANCING USES</u>					
101-4130-720 OPERATING TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER FINANCING USES	0.00	0.00	0.00	0.00	0.00
TOTAL GENERAL GOVERNMENT	332,124.00	49,319.22	154,500.87	46.52	177,623.13

WHITE BEAR TOWNSHIP
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

101-GENERAL FUND

RECYCLING 41.67% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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PERSONAL SERVICES

101-4131-101	FULL TIME EMPLOYEES	5,483.00	625.71	2,169.12	39.56	3,313.88
101-4131-108	EXTRA MEETING PAY	340.00	38.82	134.58	39.58	205.42
101-4131-121	PERA CONTRIBUTIONS	437.00	49.83	173.07	39.60	263.93
101-4131-122	FICA CONTRIBUTIONS	445.00	47.79	165.08	37.10	279.92
101-4131-131	HEALTH INSURANCE	1,090.00	83.87	419.35	38.47	670.65
101-4131-132	DISABILITY INSURANCE	40.00	8.20	20.79	51.98	19.21
101-4131-135	HEALTH INSURANCE CASH CREDIT	0.00	0.00	0.00	0.00	0.00
101-4131-151	WORKERS COMPENSATION	68.00	68.00	68.00	100.00	0.00
TOTAL PERSONAL SERVICES		7,903.00	922.22	3,149.99	39.86	4,753.01

SUPPLIES

101-4131-201	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00
101-4131-220	OPERATING SUPPLIES - OTHER	2,000.00	0.00	0.00	0.00	2,000.00
101-4131-250	SALES TAX	0.00	0.00	0.00	0.00	0.00
TOTAL SUPPLIES		2,000.00	0.00	0.00	0.00	2,000.00

OTHER SERVICES & CHARGES

101-4131-308	PROFESSIONAL SERVICES	869.00	0.00	0.00	0.00	869.00
101-4131-309	CONTRACTUAL SERVICES	18,000.00	0.00	0.00	0.00	18,000.00
101-4131-322	POSTAGE	0.00	0.00	0.00	0.00	0.00
101-4131-355	NEWSLETTER	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER SERVICES & CHARGES		18,869.00	0.00	0.00	0.00	18,869.00

REPAIR & MAINTENANCE

101-4131-449	MISCELLANEOUS EXPENSES	800.00	0.00	0.00	0.00	800.00
101-4131-491	RECYCLING AWARD	0.00	0.00	0.00	0.00	0.00
TOTAL REPAIR & MAINTENANCE		800.00	0.00	0.00	0.00	800.00

CAPITAL OUTLAY

101-4131-580	OTHER EQUIPMENT	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY		0.00	0.00	0.00	0.00	0.00

TOTAL RECYCLING	29,572.00	922.22	3,149.99	10.65	26,422.01
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WHITE BEAR TOWNSHIP
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2019

101-GENERAL FUND

ELECTIONS 41.67% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONAL SERVICES</u>					
101-4140-101 FULL TIME EMPLOYEES	0.00	0.00	0.00	0.00	0.00
101-4140-102 FULL TIME EMPLOYEES - OVERTIME	0.00	0.00	0.00	0.00	0.00
101-4140-104 TEMPORARY EMPLOYEES	0.00	0.00	0.00	0.00	0.00
101-4140-121 PERA CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
101-4140-122 FICA CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONAL SERVICES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	0.00	0.00	0.00	0.00	0.00
<u>SUPPLIES</u>					
101-4140-220 OPERATING SUPPLIES - OTHER	0.00	0.00	0.00	0.00	0.00
101-4140-250 SALES TAX	0.00	0.00	0.00	0.00	0.00
TOTAL SUPPLIES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	0.00	0.00	0.00	0.00	0.00
<u>OTHER SERVICES & CHARGES</u>					
101-4140-304 LEGAL FEES	0.00	0.00	0.00	0.00	0.00
101-4140-309 CONTRACTUAL SERVICES	25,000.00	0.00	6,146.00	24.58	18,854.00
101-4140-322 POSTAGE	0.00	0.00	0.00	0.00	0.00
101-4140-331 TRAVEL EXPENSE	0.00	0.00	0.00	0.00	0.00
101-4140-351 LEGAL NOTICES	0.00	0.00	0.00	0.00	0.00
101-4140-355 NEWSLETTER	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER SERVICES & CHARGES	<u>25,000.00</u>	<u>0.00</u>	<u>6,146.00</u>	<u>24.58</u>	<u>18,854.00</u>
	25,000.00	0.00	6,146.00	24.58	18,854.00
<u>REPAIR & MAINTENANCE</u>					
101-4140-404 REPAIR/MAINTENANCE - EQUIPMENT	0.00	0.00	0.00	0.00	0.00
101-4140-415 EQUIPMENT RENTAL	3,000.00	3,000.00	3,000.00	100.00	0.00
101-4140-420 DEPR CONTROL	0.00	0.00	0.00	0.00	0.00
TOTAL REPAIR & MAINTENANCE	<u>3,000.00</u>	<u>3,000.00</u>	<u>3,000.00</u>	<u>100.00</u>	<u>0.00</u>
	3,000.00	3,000.00	3,000.00	100.00	0.00
 TOTAL ELECTIONS	 28,000.00	 3,000.00	 9,146.00	 32.66	 18,854.00

WHITE BEAR TOWNSHIP
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2019

101-GENERAL FUND

41.67% OF YEAR COMP.

ADMINISTRATION

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONAL SERVICES</u>					
101-4150-101 FULL TIME EMPLOYEES	180,925.00	21,017.01	73,439.76	40.59	107,485.24
101-4150-102 FULL TIME EMPLOYEES - OVERTIME	0.00	0.00	0.00	0.00	0.00
101-4150-103 PART TIME EMPLOYEES / PER DIEM	0.00	0.00	0.00	0.00	0.00
101-4150-104 TEMPORARY EMPLOYEES	0.00	3,004.93	7,251.63	0.00 (7,251.63)
101-4150-108 EXTRA MEETING PAY	1,254.00	143.55	497.64	39.68	756.36
101-4150-121 PERA CONTRIBUTIONS	13,663.00	1,554.61	5,192.89	38.01	8,470.11
101-4150-122 FICA CONTRIBUTIONS	13,937.00	1,477.96	6,774.19	48.61	7,162.81
101-4150-131 HEALTH INSURANCE	33,720.00	3,485.40	12,043.00	35.71	21,677.00
101-4150-132 DISABILITY INSURANCE	1,260.00	180.10	478.16	37.95	781.84
101-4150-135 HEALTH INSURANCE CASH CREDIT	0.00	0.00	0.00	0.00	0.00
101-4150-142 UNEMPLOYMENT BENEFITS	0.00	0.00	0.00	0.00	0.00
101-4150-151 WORKERS COMPENSATION	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONAL SERVICES	<u>247,034.00</u>	<u>33,138.56</u>	<u>107,952.27</u>	<u>43.70</u>	<u>139,081.73</u>
<u>SUPPLIES</u>					
101-4150-201 OFFICE SUPPLIES	1,200.00 (11,129.11) (6,826.51)	568.88-	8,026.51
101-4150-250 SALES TAX	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL SUPPLIES	<u>1,200.00 (</u>	<u>11,129.11) (</u>	<u>6,826.51)</u>	<u>568.88-</u>	<u>8,026.51</u>
<u>OTHER SERVICES & CHARGES</u>					
101-4150-308 PROFESSIONAL SERVICES	14,750.00	5,153.85	8,415.96	57.06	6,334.04
101-4150-322 POSTAGE EXPENSE	8,500.00	235.00	2,877.18	33.85	5,622.82
101-4150-331 TRAVEL EXPENSE	1,000.00	0.00	13.92	1.39	986.08
101-4150-332 TRAVEL ALLOWANCE	400.00	46.17	160.06	40.02	239.94
101-4150-333 REGISTRATION & CONFERENCE FEES	6,000.00	791.85	4,014.41	66.91	1,985.59
101-4150-370 EMPLOYEE BONDS	<u>925.00</u>	<u>925.00</u>	<u>925.00</u>	<u>100.00</u>	<u>0.00</u>
TOTAL OTHER SERVICES & CHARGES	<u>31,575.00</u>	<u>7,151.87</u>	<u>16,406.53</u>	<u>51.96</u>	<u>15,168.47</u>
<u>REPAIR & MAINTENANCE</u>					
101-4150-415 EQUIPMENT RENTAL	30,000.00	30,000.00	30,000.00	100.00	0.00
101-4150-420 DEPR CONTROL	0.00	0.00	0.00	0.00	0.00
101-4150-434 BOOKS & SUBSCRIPTIONS	<u>400.00</u>	<u>0.00</u>	<u>(142.97)</u>	<u>35.74-</u>	<u>542.97</u>
TOTAL REPAIR & MAINTENANCE	<u>30,400.00</u>	<u>30,000.00</u>	<u>29,857.03</u>	<u>98.21</u>	<u>542.97</u>
<u>OTHER FINANCING USES</u>					
101-4150-720 OPERATING TRANSFERS OUT	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL OTHER FINANCING USES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL ADMINISTRATION	310,209.00	59,161.32	147,389.32	47.51	162,819.68

WHITE BEAR TOWNSHIP
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

101-GENERAL FUND

41.67% OF YEAR COMP.

COMMUNITY DEVELOPMENT

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONAL SERVICES</u>					
101-4160-101 FULL TIME EMPLOYEES	147,260.00	17,221.85	59,431.09	40.36	87,828.91
101-4160-102 FULL TIME EMPLOYEES - OVERTIME	0.00	0.00	0.00	0.00	0.00
101-4160-104 TEMPORARY SALARIES	0.00	0.00	0.00	0.00	0.00
101-4160-108 EXTRA MEETING PAY	4,680.00	535.38	1,855.99	39.66	2,824.01
101-4160-121 PERA CONTRIBUTIONS	11,396.00	1,288.20	4,474.18	39.26	6,921.82
101-4160-122 FICA CONTRIBUTIONS	11,623.00	1,252.81	4,330.80	37.26	7,292.20
101-4160-131 HEALTH INSURANCE	25,455.00	1,762.96	8,814.80	34.63	16,640.20
101-4160-132 DISABILITY INSURANCE	1,070.00	240.94	607.36	56.76	462.64
101-4160-135 HEALTH INSURANCE CASH CREDIT	0.00	0.00	0.00	0.00	0.00
101-4160-151 WORKERS COMPENSATION	1,725.00	1,725.00	1,725.00	100.00	0.00
TOTAL PERSONAL SERVICES	203,209.00	24,027.14	81,239.22	39.98	121,969.78
<u>SUPPLIES</u>					
101-4160-201 OFFICE SUPPLIES	125.00	125.00	125.00	100.00	0.00
101-4160-250 SALES TAX	0.00	0.00	0.00	0.00	0.00
TOTAL SUPPLIES	125.00	125.00	125.00	100.00	0.00
<u>OTHER SERVICES & CHARGES</u>					
101-4160-308 PROFESSIONAL SERVICES	5,000.00	3,629.79	10,909.67	218.19 (5,909.67)
101-4160-331 TRAVEL EXPENSE	1,000.00	0.00	0.00	0.00	1,000.00
101-4160-332 TRAVEL ALLOWANCE	1,400.00	161.52	559.94	40.00	840.06
101-4160-333 REGISTRATION & CONFERENCE FEES	700.00	0.00	0.00	0.00	700.00
TOTAL OTHER SERVICES & CHARGES	8,100.00	3,791.31	11,469.61	141.60 (3,369.61)
<u>REPAIR & MAINTENANCE</u>					
101-4160-415 EQUIPMENT RENTAL	1,700.00	1,700.00	1,700.00	100.00	0.00
101-4160-420 DEPR CONTROL	0.00	0.00	0.00	0.00	0.00
101-4160-433 DUES & SUBSCRIPTIONS	1,400.00	0.00	1,281.86	91.56	118.14
101-4160-434 BOOKS & SUBSCRIPTIONS	0.00	0.00	0.00	0.00	0.00
TOTAL REPAIR & MAINTENANCE	3,100.00	1,700.00	2,981.86	96.19	118.14
TOTAL COMMUNITY DEVELOPMENT	214,534.00	29,643.45	95,815.69	44.66	118,718.31

WHITE BEAR TOWNSHIP
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

101-GENERAL FUND

41.67% OF YEAR COMP.

POLICE & ANIMAL CONTROL

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONAL SERVICES</u>					
101-4210-121 PERA CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00
<u>SUPPLIES</u>					
101-4210-201 OFFICE SUPPLIES	1,300.00	0.00	(1,142.45)	87.88-	2,442.45
101-4210-250 SALES TAX	0.00	0.00	0.00	0.00	0.00
TOTAL SUPPLIES	1,300.00	0.00	(1,142.45)	87.88-	2,442.45
<u>OTHER SERVICES & CHARGES</u>					
101-4210-308 PROFESSIONAL SERVICES	2,000.00	175.00	350.00	17.50	1,650.00
101-4210-309 CONTRACTUAL SERVICES	1,064,053.00	91,967.24	358,337.44	33.68	705,715.56
101-4210-315 ANIMAL SERVICE - PATROL	10,140.00	0.00	0.00	0.00	10,140.00
101-4210-316 ANIMAL SERVICE - OTHER	1,000.00	0.00	640.00	64.00	360.00
TOTAL OTHER SERVICES & CHARGES	1,077,193.00	92,142.24	359,327.44	33.36	717,865.56
TOTAL POLICE & ANIMAL CONTROL	1,078,493.00	92,142.24	358,184.99	33.21	720,308.01

WHITE BEAR TOWNSHIP
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

101-GENERAL FUND

41.67% OF YEAR COMP.

FIRE PROTECTION

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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<u>OTHER SERVICES & CHARGES</u>					
101-4220-309 CONTRACTUAL SERVICES	299,000.00	74,533.02	124,221.70	41.55	174,778.30
TOTAL OTHER SERVICES & CHARGES	299,000.00	74,533.02	124,221.70	41.55	174,778.30
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TOTAL FIRE PROTECTION	299,000.00	74,533.02	124,221.70	41.55	174,778.30

WHITE BEAR TOWNSHIP
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2019

101-GENERAL FUND

41.67% OF YEAR COMP.

CODE ENFORCEMENT

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONAL SERVICES</u>					
101-4230-101 FULL TIME EMPLOYEES	140,175.00	16,819.80	53,874.19	38.43	86,300.81
101-4230-102 FULL TIME EMPLOYEES - OVERTIME	0.00	0.00	103.44	0.00 (103.44)
101-4230-103 PART TIME EMPLOYEES / PER DIEM	0.00	0.00	0.00	0.00	0.00
101-4230-104 TEMPORARY EMPLOYEES	3,500.00	0.00	0.00	0.00	3,500.00
101-4230-121 PERA CONTRIBUTIONS	10,513.00	1,261.49	4,055.58	38.58	6,457.42
101-4230-122 FICA CONTRIBUTIONS	10,991.00	1,201.33	3,829.55	34.84	7,161.45
101-4230-131 HEALTH INSURANCE	19,500.00	2,132.61	10,425.91	53.47	9,074.09
101-4230-132 DISABILITY INSURANCE	1,140.00	239.90	606.11	53.17	533.89
101-4230-135 HEALTH INSURANCE CASH CREDIT	0.00	0.00	0.00	0.00	0.00
101-4230-142 UNEMPLOYMENT BENEFITS	0.00	0.00	0.00	0.00	0.00
101-4230-151 WORKERS COMPENSATION	1,250.00	1,250.00	1,250.00	100.00	0.00
TOTAL PERSONAL SERVICES	187,069.00	22,905.13	74,144.78	39.63	112,924.22
<u>SUPPLIES</u>					
101-4230-201 OFFICE SUPPLIES	500.00	500.00	500.00	100.00	0.00
101-4230-212 MOTOR FUELS	1,400.00	1,400.00	1,400.00	100.00	0.00
101-4230-250 SALES TAX	0.00	0.00	0.00	0.00	0.00
TOTAL SUPPLIES	1,900.00	1,900.00	1,900.00	100.00	0.00
<u>OTHER SERVICES & CHARGES</u>					
101-4230-309 CONTRACTED SERVICES	0.00	790.74	1,366.26	0.00 (1,366.26)
101-4230-331 TRAVEL EXPENSE	75.00	0.00	40.96	54.61	34.04
101-4230-333 REGISTRATION & CONFERENCE FEES	1,500.00	0.00	0.00	0.00	1,500.00
TOTAL OTHER SERVICES & CHARGES	1,575.00	790.74	1,407.22	89.35	167.78
<u>REPAIR & MAINTENANCE</u>					
101-4230-415 EQUIPMENT RENTAL	6,500.00	6,500.00	6,500.00	100.00	0.00
101-4230-420 DEPR CONTROL	0.00	0.00	0.00	0.00	0.00
101-4230-434 BOOKS & SUBSCRIPTIONS	250.00	0.00	0.00	0.00	250.00
101-4230-455 PRIVATE PROPERTY CLEAN UP	0.00	0.00	0.00	0.00	0.00
TOTAL REPAIR & MAINTENANCE	6,750.00	6,500.00	6,500.00	96.30	250.00
TOTAL CODE ENFORCEMENT	197,294.00	32,095.87	83,952.00	42.55	113,342.00

AS OF: MAY 31ST, 2019

101-GENERAL FUND

41.67% OF YEAR COMP.

ROAD & BRIDGE

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONAL SERVICES</u>					
101-4310-101 FULL TIME EMPLOYEES	195,575.00	20,273.68	70,551.38	36.07	125,023.62
101-4310-102 FULL TIME EMPLOYEES - OVERTIME	4,000.00	0.00	0.00	0.00	4,000.00
101-4310-103 PART TIME EMPLOYEES / PER DIEM	0.00	0.00	0.00	0.00	0.00
101-4310-104 TEMPORARY EMPLOYEES	4,680.00	375.36	375.36	8.02	4,304.64
101-4310-121 PERA CONTRIBUTIONS	14,968.00	1,520.53	5,301.87	35.42	9,666.13
101-4310-122 FICA CONTRIBUTIONS	15,626.00	1,505.01	5,152.19	32.97	10,473.81
101-4310-131 HEALTH INSURANCE	34,450.00	2,625.83	13,111.59	38.06	21,338.41
101-4310-132 DISABILITY INSURANCE	1,575.00	270.30	681.11	43.25	893.89
101-4310-135 HEALTH INSURANCE CASH CREDIT	0.00	0.00	0.00	0.00	0.00
101-4310-142 UNEMPLOYMENT BENEFITS	500.00	0.00	0.00	0.00	500.00
101-4310-151 WORKERS COMPENSATION	19,780.00	19,780.00	19,780.00	100.00	0.00
TOTAL PERSONAL SERVICES	291,154.00	46,350.71	114,953.50	39.48	176,200.50
<u>SUPPLIES</u>					
101-4310-201 OFFICE SUPPLIES	100.00	100.00	100.00	100.00	0.00
101-4310-215 SHOP MATERIALS	0.00	0.00	0.00	0.00	0.00
101-4310-216 CHEMICALS	45,000.00	0.00	28,806.05	64.01	16,193.95
101-4310-220 OPERATING SUPPLIES - OTHER	3,800.00	265.27	509.49	13.41	3,290.51
101-4310-224 STREET MAINTENANCE MATERIALS	23,000.00	5,684.31	7,533.92	32.76	15,466.08
101-4310-225 LANDSCAPING MATERIALS	1,000.00	0.00	0.00	0.00	1,000.00
101-4310-226 SIGNS, SIGN REPAIR MATERIALS	28,500.00	361.33	466.24	1.64	28,033.76
101-4310-228 UNIFORM ALLOWANCE	980.00	131.54	495.49	50.56	484.51
101-4310-229 UNIFORM MAINTENANCE	900.00	54.85	283.01	31.45	616.99
101-4310-240 SMALL TOOLS & MINOR EQUIPMENT	250.00	0.00	0.00	0.00	250.00
101-4310-250 SALES TAX	0.00	0.00	0.00	0.00	0.00
TOTAL SUPPLIES	103,530.00	6,597.30	38,194.20	36.89	65,335.80
<u>OTHER SERVICES & CHARGES</u>					
101-4310-303 ENGINEERING SERVICES	17,000.00	20,843.38	60,866.77	358.04 (43,866.77)
101-4310-308 PROFESSIONAL SERVICES	800.00	0.00	0.00	0.00	800.00
101-4310-309 CONTRACTUAL SERVICES	32,500.00	0.00	0.00	0.00	32,500.00
101-4310-313 SEALCOATING	0.00	0.00	0.00	0.00	0.00
101-4310-321 TELEPHONE	0.00	0.00	0.00	0.00	0.00
101-4310-331 TRAVEL EXPENSE	450.00	0.00	0.00	0.00	450.00
101-4310-333 REGISTRATION & CONFERENCE FEES	1,800.00	0.00	134.85	7.49	1,665.15
101-4310-351 LEGAL NOTICES	0.00	0.00	0.00	0.00	0.00
101-4310-385 ELECTRICITY - STREET LIGHTS	55,000.00	20,493.82	29,464.84	53.57	25,535.16
TOTAL OTHER SERVICES & CHARGES	107,550.00	41,337.20	90,466.46	84.12	17,083.54
<u>REPAIR & MAINTENANCE</u>					
101-4310-405 REPAIR/MAINTENANCE - OTHER	5,000.00	0.00	0.00	0.00	5,000.00
101-4310-415 EQUIPMENT RENTAL	45,000.00	45,000.00	45,000.00	100.00	0.00
101-4310-420 DEPR CONTROL	0.00	0.00	0.00	0.00	0.00
101-4310-434 BOOKS & SUBSCRIPTIONS	0.00	0.00	0.00	0.00	0.00
TOTAL REPAIR & MAINTENANCE	50,000.00	45,000.00	45,000.00	90.00	5,000.00

WHITE BEAR TOWNSHIP
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

101-GENERAL FUND

41.67% OF YEAR COMP.

ROAD & BRIDGE

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>CAPITAL OUTLAY</u>					
101-4310-540 HEVY MACHINERY/EQUIPMENT	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
<u>OTHER FINANCING USES</u>					
101-4310-720 OPERATING TRANSFERS OUT	<u>81,500.00</u>	<u>81,500.00</u>	<u>81,500.00</u>	<u>100.00</u>	<u>0.00</u>
TOTAL OTHER FINANCING USES	81,500.00	81,500.00	81,500.00	100.00	0.00
TOTAL ROAD & BRIDGE	633,734.00	220,785.21	370,114.16	58.40	263,619.84

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2019

101-GENERAL FUND

41.67% OF YEAR COMP.

PUBLIC WORKS

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONAL SERVICES</u>					
101-4320-101 FULL TIME EMPLOYEES	73,695.00	7,288.37	25,386.05	34.45	48,308.95
101-4320-102 FULL TIME EMPLOYEES - OVERTIME	0.00	0.00	0.00	0.00	0.00
101-4320-104 TEMPORARY EMPLOYEES	0.00	0.00	0.00	0.00	0.00
101-4320-121 PERA CONTRIBUTIONS	5,527.00	546.62	1,907.49	34.51	3,619.51
101-4320-122 FICA CONTRIBUTIONS	5,638.00	528.59	1,836.16	32.57	3,801.84
101-4320-131 HEALTH INSURANCE	12,910.00	1,075.74	5,378.70	41.66	7,531.30
101-4320-132 DISABILITY INSURANCE	590.00	110.70	278.91	47.27	311.09
101-4320-135 HEALTH INSURANCE CASH CREDIT	0.00	0.00	0.00	0.00	0.00
101-4320-151 WORKERS COMPENSATION	3,790.00	3,790.00	3,790.00	100.00	0.00
TOTAL PERSONAL SERVICES	102,150.00	13,340.02	38,577.31	37.77	63,572.69
<u>SUPPLIES</u>					
101-4320-211 CLEANING SUPPLIES	0.00	0.00	0.00	0.00	0.00
101-4320-212 MOTOR FUELS	22,000.00	(13,808.38)	1,662.70	7.56	20,337.30
101-4320-213 LUBRICANTS	2,500.00	102.67	65.88	2.64	2,434.12
101-4320-215 SHOP MATERIALS	4,500.00	43.94	76.94	1.71	4,423.06
101-4320-216 CHEMICALS	500.00	425.62	1,761.81	352.36	(1,261.81)
101-4320-220 OPERATING SUPPLIES - OTHER	9,000.00	2,255.00	4,224.69	46.94	4,775.31
101-4320-221 EQUIPMENT PARTS	30,000.00	3,347.59	6,440.40	21.47	23,559.60
101-4320-228 UNIFORM ALLOWANCE	343.00	54.81	206.47	60.20	136.53
101-4320-229 UNIFORM MAINTENANCE	300.00	22.86	117.93	39.31	182.07
101-4320-240 SMALL TOOLS & MINOR EQUIPMENT	4,000.00	618.10	997.20	24.93	3,002.80
101-4320-250 SALES TAX	0.00	0.00	20.00	0.00	(20.00)
TOTAL SUPPLIES	73,143.00	(6,937.79)	15,574.02	21.29	57,568.98
<u>OTHER SERVICES & CHARGES</u>					
101-4320-308 PROFESSIONAL SERVICES	4,000.00	2,393.50	3,114.40	77.86	885.60
101-4320-309 CONTRACTUAL SERVICES	2,000.00	0.00	0.00	0.00	2,000.00
101-4320-331 TRAVEL EXPENSE	300.00	674.98	898.58	299.53	(598.58)
101-4320-333 REGISTRATION & CONFERENCE FEE	6,000.00	1,064.00	3,987.18	66.45	2,012.82
101-4320-363 AUTOMOTIVE INSURANCE	13,000.00	13,000.00	13,000.00	100.00	0.00
TOTAL OTHER SERVICES & CHARGES	25,300.00	17,132.48	21,000.16	83.00	4,299.84
<u>REPAIR & MAINTENANCE</u>					
101-4320-404 REPAIR/MAINTENANCE - EQUIPMENT	19,600.00	3,526.63	7,888.10	40.25	11,711.90
101-4320-405 REPAIR/MAINTENANCE - OTHER	2,000.00	0.00	121.82	6.09	1,878.18
101-4320-415 EQUIPMENT RENTAL	45,000.00	45,000.00	45,000.00	100.00	0.00
101-4320-420 DEPR CONTROL	0.00	0.00	0.00	0.00	0.00
101-4320-434 BOOKS & SUBSCRIPTIONS	500.00	250.00	106.04	21.21	393.96
TOTAL REPAIR & MAINTENANCE	67,100.00	48,776.63	53,115.96	79.16	13,984.04
<u>OTHER FINANCING USES</u>					
101-4320-720 OPERATING TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER FINANCING USES	0.00	0.00	0.00	0.00	0.00
TOTAL PUBLIC WORKS	267,693.00	72,311.34	128,267.45	47.92	139,425.55

WHITE BEAR TOWNSHIP
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2019

101-GENERAL FUND

41.67% OF YEAR COMP.

TOWN BUILDINGS

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONAL SERVICES</u>					
101-4330-101 FULL TIME EMPLOYEES	30,695.00	1,650.17	5,744.61	18.72	24,950.39
101-4330-102 FULL TIME EMPLOYEES - OVERTIME	75.00	0.00	20.69	27.59	54.31
101-4330-104 TEMPORARY EMPLOYEES	0.00	32.64	32.64	0.00	(32.64)
101-4330-121 PERA CONTRIBUTIONS	2,308.00	123.76	433.21	18.77	1,874.79
101-4330-122 FICA CONTRIBUTIONS	2,354.00	122.79	421.82	17.92	1,932.18
101-4330-131 HEALTH INSURANCE	5,265.00	215.15	1,075.75	20.43	4,189.25
101-4330-132 DISABILITY INSURANCE	245.00	22.14	55.78	22.77	189.22
101-4330-135 HEALTH INSURANCE CASH CREDIT	0.00	0.00	0.00	0.00	0.00
101-4330-142 UNEMPLOYMENT BENEFITS	0.00	0.00	0.00	0.00	0.00
101-4330-151 WORKERS COMPENSATION	1,000.00	1,000.00	1,000.00	100.00	0.00
TOTAL PERSONAL SERVICES	41,942.00	3,166.65	8,784.50	20.94	33,157.50

SUPPLIES

101-4330-211 CLEANING SUPPLIES	0.00	0.00	0.00	0.00	0.00
101-4330-215 SHOP MATERIALS	0.00	0.00	0.00	0.00	0.00
101-4330-216 CHEMICALS	300.00	0.00	0.00	0.00	300.00
101-4330-220 OPERATING SUPPLIES - OTHER	4,250.00	649.34	1,163.52	27.38	3,086.48
101-4330-223 BUILDING MATERIALS	800.00	0.00	0.00	0.00	800.00
101-4330-228 UNIFORM ALLOWANCE	137.00	10.97	41.30	30.15	95.70
101-4330-229 UNIFORM MAINTENANCE	75.00	4.57	23.59	31.45	51.41
101-4330-250 SALES TAX	0.00	0.00	0.00	0.00	0.00
TOTAL SUPPLIES	5,562.00	664.88	1,228.41	22.09	4,333.59

OTHER SERVICES & CHARGES

101-4330-308 PROFESSIONAL SERVICES	2,000.00	0.00	1,346.30	67.32	653.70
101-4330-309 CONTRACTED SERVICES	20,500.00	2,049.45	5,229.95	25.51	15,270.05
101-4330-317 BUILDING INSPECTIONS	0.00	0.00	0.00	0.00	0.00
101-4330-318 SECURITY MONITORING FEES	2,050.00	0.00	333.60	16.27	1,716.40
101-4330-320 TELEPHONE	12,500.00	1,357.18	6,130.02	49.04	6,369.98
101-4330-321 TELEPHONE	0.00	0.00	0.00	0.00	0.00
101-4330-331 TRAVEL EXPENSE	0.00	0.00	0.00	0.00	0.00
101-4330-333 REGISTRATION & CONFERENCE FEE	100.00	0.00	0.00	0.00	100.00
101-4330-381 ELECTRICITY	18,500.00	2,556.85	7,012.07	37.90	11,487.93
101-4330-382 GAS	9,500.00	1,405.87	8,878.21	93.45	621.79
101-4330-384 HERITAGE HALL	4,500.00	3,265.88	3,377.56	75.06	1,122.44
101-4330-386 WATER/SEWER UTILITIES	3,500.00	281.04	874.57	24.99	2,625.43
TOTAL OTHER SERVICES & CHARGES	73,150.00	10,916.27	33,182.28	45.36	39,967.72

REPAIR & MAINTENANCE

101-4330-401 REPAIR/MAINTENANCE - BUILDINGS	11,000.00	60.00	420.00	3.82	10,580.00
101-4330-404 REPAIR/MAINTENANCE - EQUIPMENT	6,000.00	3,726.54	4,086.54	68.11	1,913.46
101-4330-405 REPAIR/MAINTENANCE - OTHER	4,000.00	0.00	0.00	0.00	4,000.00
101-4330-411 FACILITY RENTAL	26,500.00	26,500.00	26,500.00	100.00	0.00
101-4330-415 EQUIPMENT RENTAL	10,500.00	10,500.00	10,500.00	100.00	0.00
101-4330-420 DEPR CONTROL	0.00	0.00	0.00	0.00	0.00
TOTAL REPAIR & MAINTENANCE	58,000.00	40,786.54	41,506.54	71.56	16,493.46

WHITE BEAR TOWNSHIP
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101-GENERAL FUND

41.67% OF YEAR COMP.

TOWN BUILDINGS

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>CAPITAL OUTLAY</u>					
101-4330-520 CAPITAL OUTLAY - BUILDINGS	0.00	0.00	2,996.89	0.00 (2,996.89)
101-4330-530 OTHER EQUIPMENT/IMPROVEMENTS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL CAPITAL OUTLAY	0.00	0.00	2,996.89	0.00 (2,996.89)
<u>OTHER FINANCING USES</u>					
101-4330-720 OPERATING TRANSFERS OUT	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL OTHER FINANCING USES	0.00	0.00	0.00	0.00	0.00
 TOTAL TOWN BUILDINGS	 178,654.00	 55,534.34	 87,698.62	 49.09	 90,955.38

WHITE BEAR TOWNSHIP
REVENUE & EXPENSE REPORT (UNAUDITED)
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101-GENERAL FUND

41.67% OF YEAR COMP.

PARK MAINTENANCE

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONAL SERVICES</u>					
101-4410-101 FULL TIME EMPLOYEES	115,720.00	16,147.97	56,292.77	48.65	59,427.23
101-4410-102 FULL TIME EMPLOYEES - OVERTIME	0.00	0.00	0.00	0.00	0.00
101-4410-103 PART TIME EMPLOYEES / PER DIEM	0.00	0.00	0.00	0.00	0.00
101-4410-104 TEMPORARY EMPLOYEES	28,800.00	979.20	979.20	3.40	27,820.80
101-4410-121 PERA CONTRIBUTIONS	8,679.00	1,211.10	4,230.14	48.74	4,448.86
101-4410-122 FICA CONTRIBUTIONS	11,056.00	1,247.96	4,153.12	37.56	6,902.88
101-4410-131 HEALTH INSURANCE	20,350.00	2,195.53	10,960.09	53.86	9,389.91
101-4410-132 DISABILITY INSURANCE	940.00	226.02	569.54	60.59	370.46
101-4410-135 HEALTH INSURANCE CASH CREDIT	0.00	0.00	0.00	0.00	0.00
101-4410-142 UNEMPLOYMENT BENEFITS	500.00	0.00	0.00	0.00	500.00
101-4410-151 WORKERS COMPENSATION	8,655.00	8,655.00	8,655.00	100.00	0.00
101-4410-152 UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONAL SERVICES	194,700.00	30,662.78	85,839.86	44.09	108,860.14

SUPPLIES

101-4410-211 CLEANING SUPPLIES	0.00	0.00	0.00	0.00	0.00
101-4410-212 MOTOR FUELS	900.00	900.00	900.00	100.00	0.00
101-4410-216 CHEMICALS	9,000.00	0.00	322.46	3.58	8,677.54
101-4410-220 OPERATING SUPPLIES - OTHER	3,500.00	368.09	1,989.61	56.85	1,510.39
101-4410-221 EQUIPMENT PARTS	12,000.00	486.78	486.78	4.06	11,513.22
101-4410-225 LANDSCAPING MATERIALS	25,000.00	0.00	0.00	0.00	25,000.00
101-4410-226 SIGNS, SIGN REPAIR MATERIALS	4,500.00	0.00	46.81	1.04	4,453.19
101-4410-228 UNIFORM ALLOWANCE	535.00	109.62	412.92	77.18	122.08
101-4410-229 UNIFORM MAINTENANCE	600.00	45.71	235.84	39.31	364.16
101-4410-240 TOOLS	0.00	0.00	0.00	0.00	0.00
101-4410-250 SALES TAX	0.00	0.00	0.00	0.00	0.00
TOTAL SUPPLIES	56,035.00	1,910.20	4,394.42	7.84	51,640.58

OTHER SERVICES & CHARGES

101-4410-308 PROFESSIONAL SERVICES	7,000.00	175.00	11,150.00	159.29	4,150.00
101-4410-309 CONTRACTUAL SERVICES	30,000.00	11,350.28	14,425.66	48.09	15,574.34
101-4410-311 BELLAIRE BEACH OPERATIONS	22,000.00	0.00	0.00	0.00	22,000.00
101-4410-321 TELEPHONE	0.00	0.00	0.00	0.00	0.00
101-4410-331 TRAVEL EXPENSE	150.00	0.00	20.00	13.33	130.00
101-4410-333 REGISTRATION & CONFERENCE FEES	2,000.00	0.00	515.00	25.75	1,485.00
101-4410-381 ELECTRICITY	9,500.00	402.11	1,645.91	17.33	7,854.09
101-4410-386 WATER/SEWER UTILITIES	16,500.00	334.73	4,639.37	28.12	11,860.63
TOTAL OTHER SERVICES & CHARGES	87,150.00	12,262.12	32,395.94	37.17	54,754.06

REPAIR & MAINTENANCE

101-4410-404 REPAIR/MAINTENANCE - EQUIPMENT	5,000.00	37.92	37.92	0.76	4,962.08
101-4410-405 REPAIR/MAINTENANCE - OTHER	25,500.00	0.00	0.00	0.00	25,500.00
101-4410-415 EQUIPMENT RENTAL	10,000.00	10,270.17	10,270.17	102.70	270.17
101-4410-420 DEPR CONTROL	0.00	0.00	0.00	0.00	0.00
101-4410-434 BOOKS & SUBSCRIPTIONS	100.00	0.00	10.00	10.00	90.00
TOTAL REPAIR & MAINTENANCE	40,600.00	10,308.09	10,318.09	25.41	30,281.91

WHITE BEAR TOWNSHIP
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

101-GENERAL FUND

PARK MAINTENANCE

41.67% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>CAPITAL OUTLAY</u>					
101-4410-530 OTHER EQUIPMENT/IMPROVEMENTS	0.00	0.00	15,511.39	0.00 (15,511.39)
101-4410-540 HEAVY MACHINERY/EQUIPMENT	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL CAPITAL OUTLAY	0.00	0.00	15,511.39	0.00 (15,511.39)
<u>OTHER FINANCING USES</u>					
101-4410-720 OPERATING TRANSFERS OUT	<u>200,000.00</u>	<u>200,000.00</u>	<u>200,000.00</u>	<u>100.00</u>	<u>0.00</u>
TOTAL OTHER FINANCING USES	200,000.00	200,000.00	200,000.00	100.00	0.00
<hr/>					
TOTAL PARK MAINTENANCE	578,485.00	255,143.19	348,459.70	60.24	230,025.30

WHITE BEAR TOWNSHIP
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

101-GENERAL FUND

TOWNSHIP DAY

41.67% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>SUPPLIES</u>					
101-4411-220 OPERATING SUPPLIES - OTHER	500.00	0.00	0.00	0.00	500.00
TOTAL SUPPLIES	500.00	0.00	0.00	0.00	500.00
<u>OTHER SERVICES & CHARGES</u>					
101-4411-308 PROFESSIONAL SERVICES	27,000.00	2,225.00	7,225.00	26.76	19,775.00
101-4411-314 MOVIES IN THE PARK	5,750.00	0.00	0.00	0.00	5,750.00
101-4411-355 ADVERTISING	2,500.00	0.00	0.00	0.00	2,500.00
TOTAL OTHER SERVICES & CHARGES	35,250.00	2,225.00	7,225.00	20.50	28,025.00
<u>REPAIR & MAINTENANCE</u>					
101-4411-449 MISCELLANEOUS	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL REPAIR & MAINTENANCE	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL TOWNSHIP DAY	36,750.00	2,225.00	7,225.00	19.66	29,525.00
TOTAL EXPENDITURES	4,231,356.00	950,718.88	1,936,214.02	45.76	2,295,141.98
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(839,796.07)	(1,573,351.06)		1,573,351.06

*** END OF REPORT ***



**Town Board Meeting
June 17, 2019**

Agenda Number: 5J – Consent Agenda

Subject: Construction Activity Report – Receive

Documentation: Report

Action / Motion for Consideration:

Receive Report / Discuss

White Bear Township Construction Activity Report

<u>BUILDING PERMIT</u>	MAY 2019		2019 YEAR TO DATE		2018 YEAR TO DATE	
<u>HOUSING</u>	<u>PERMITS</u>	<u>VALUATION</u>	<u>PERMITS</u>	<u>VALUATION</u>	<u>PERMITS</u>	<u>VALUATION</u>
SINGLE FAMILY	-	-	4	1,333,915	7	1,908,000
TOWN HOME	-	-	-	-	-	-
TOTALS	-	\$ -	4	\$ 1,333,915	7	\$ 1,908,000
<u>MISCELL. RESIDENTIAL</u>	<u>PERMITS</u>	<u>VALUATION</u>	<u>PERMITS</u>	<u>VALUATION</u>	<u>PERMITS</u>	<u>VALUATION</u>
REMODEL & ADDITIONS	1	4,000	14	330,727	23	987,063
SIDING, ROOF. & WIND.	61	670,794	125	1,457,538	124	1,292,749
DECKS	10	54,950	14	84,300	13	77,900
SWIMMING POOLS	-	-	-	-	-	-
ACCESSORY BLDG	1	80,000	2	99,100	-	-
OTHER	6	97,500	10	120,835	17	85,727
TOTALS	79	\$ 907,244	165	\$ 2,092,500	177	\$ 2,443,440
<u>COMMERCIAL</u>	<u>PERMITS</u>	<u>VALUATION</u>	<u>PERMITS</u>	<u>VALUATION</u>	<u>PERMITS</u>	<u>VALUATION</u>
PUBLIC BUILDINGS	-	-	1	28,000	2	87,000
INDUSTRIAL	-	-	-	-	1	610,000
BUSINESS	-	-	-	-	-	-
REMODEL & ADDITIONS	2	65,000	7	2,090,000	4	2,561,550
OTHER	-	-	-	-	6	213,392
TOTALS	2	\$ 65,000	8	\$ 2,118,000	13	\$ 3,471,942
<u>MISCELLANEOUS</u>	<u>PERMITS</u>	<u>VALUATION</u>	<u>PERMITS</u>	<u>VALUATION</u>	<u>PERMITS</u>	<u>VALUATION</u>
DEMOLITION	2	-	3	-	2	-
TOTALS	83	\$ 972,244	180	\$ 5,544,415	199	\$ 7,823,382
PERMIT REVENUE	\$ 9,919		\$ 40,932		\$ 57,819	



**Town Board Meeting
June 17, 2019**

Agenda Number: 6A – Old Business

Subject: None

Documentation:

Action / Motion for Consideration:

Report at Meeting / Discuss



**Town Board Meeting
June 17, 2019**

Agenda Number: 7A – Public Hearing

Subject: None

Documentation:

Action / Motion for Consideration:



**Town Board Meeting
June 17, 2019**

Agenda Number: 8A – New Business

Public Works Director Item:

Subject: GIS Implementation Step 3 – Authorize Purchase of Equipment & Software License

Documentation: Public Works Director Memo w/ attachments

Action / Motion for Consideration:

Report at Meeting / Discuss

Based on Staff Review & Recommendation Approve Step 3 of the GIS Implementation Program of the Quote From Frontier Precision for the Purchase of GPS Equipment & the ESRI ArcGIS Desktop Single Use License in the Amount of \$9,581.85 With Funding From the Capital Equipment Fund

MEMORANDUM

Date: June 10, 2019

To: Town Board

From: Dale Reed, Public Works Director

Re: Purchase of GPS Unit with Accessories, associated Training, and ESRI ArcGIS Desktop License

The Town has begun the development of a Geographic Information System (GIS). The process has 6 steps to work towards full integration of GIS. Step 1 started with converting existing Autocad utility mapping to ArcGIS. Step 2 is transferring existing data from engineering drawings to the data field for each specified asset. Step 3 is the purchase of a GPS receiver with accessories and ArcGIS software. Step 4 is the field data gathering and data management. Step 5 is the selection of asset management software. Step 6 is information management and general use of software.

This purchase is related to step 3 as identified above. Three White Bear Public Works staff, Pete Tholen, Corey Triemert, and Dale Reed along with TKDA staff members Larry Poppler, Ian Schultz, and their GIS Intern met at Frontier Precision to review GPS equipment options. Based on the visit the equipment was narrowed down to a handheld Trimble TDC150 that provides subfoot accuracy. A demonstration was set up, at the Public Works Building, for all the Public Works staff to attend on June 5, 2019. It was a consensus amongst staff that the equipment was easy to use.

The Town will need to also purchase the ESRI ArcGIS desktop software to view the GIS information that is currently being built by TKDA for the Town. Frontier representative, Katy Rudolph, suggested that the Town start with one single use license then review our needs after the initial GIS map(s) are completed by TKDA to see if more user license(s) are necessary.

The cost for the GPS equipment and the ESRI ArcGIS desktop single use license is \$9,581.85 (see attached quote) from Frontier Precision. All the items on the quote are under State Contract #87135 with the exception of the ArcGIS license. Staff is recommending the purchase of both the GPS equipment and the ArcGIS single use license. The annual maintenance cost for the ArcGIS software is estimated at \$400.00 per year.

The funding for the purchase would be derived from the Capital Equipment Fund.

Town Board action is to approve the quote from Frontier Precision for \$9,581.85.



Frontier Precision, Inc.
 10900 73rd Avenue North
 Maple Grove, MN 55369
 763.496.1366
 www.frontierprecision.com

Quote

Date: 06/05/2019 01:40 PM
 Quote Number: 31709
 Valid Until: 07/05/2019
 Quotation by: Katy Rudolph
 For questions, contact katyr@frontierprecision.com

BILL TO:

White Bear Township
 Dale Reed
 1281 Hammond Rd
 White Bear Township, MN 55110
 dale.reed@ci.white-bear-township.mn.us

SHIP TO:

White Bear Township
 Dale Reed
 1281 Hammond Rd
 White Bear Township, MN 55110
 dale.reed@ci.white-bear-township.mn.us

Product Details	Qty	Price	Total
1. 115929-02 TDC150 dm (7/2)	1	\$5,935.50	\$5,935.50
TDC150 dm (7/2) SUB-FOOT/DECIMETER Includes: TDC150 Handheld (1 Meter version) with 6400mAh battery Quick Start Guide TDC150 soft carry pouch USB charging/data transfer cable AC power adapter Hand strap Monopole adapter Screen protectors (x2)			
2. 88142-01 Trimble Carbon Fiber Monopole 1.3m (Shock Absorbing Tip)	1	\$207.00	\$207.00
Trimble Carbon Fiber Monopole 1.3m (Shock Absorbing Tip)			
3. 106661-40 BPack,Li-Ion,INDUS,1S4P,3.7V,6400mAHr,63x54.5x18.5mm,Trotter	1	\$76.50	\$76.50
Extra Battery			
4. 5111-00 SECO QUICK DISCONNECT ASSY	1	\$61.95	\$61.95
QUICK DISCONNECT ASSY Pole Mount Quick Release			
5. 5187-00 SECO ADAPTER,5/8-11,FEMALE/QR	1	\$27.95	\$27.95
ADAPTER,5/8-11,FEMALE/QR *Adapter needed for quick release			
6. 5217-04-YEL BIPOD, THUMB RELEASE	1	\$172.95	\$172.95
BIPOD,TRB,1/2-13SS,UNIVERSAL Range Pole Stand			
7. ESRARCGIS ARCGIS FOR DESKTOP BASIC 10.X SINGLE USE LICENSE	1	\$1,500.00	\$1,500.00
ARCGIS FOR DESKTOP BASIC 10.X SINGLE USE LICENSE Includes (1) perpetual license of ArcGIS Desktop - Basic, (1) named user account for ArcGIS Online, ArcGIS Pro -Basic (logged in using named user account)			
8. FPI-TRAINING-MAPPING 1-day Training (Onsite)	1	\$1,350.00	\$1,350.00
1-day Training (Onsite). 12 Student maximum unless pre-approved. Part number does not include travel expenses. *\$1350 w/Support Now Subscription			
9. SUP-NOW Support Now (Subscription 1-user)	1	\$250.00	\$250.00
Support Now (1-user) – 12 month subscription. This includes direct access to our authorized Mapping & GIS Support Specialists via phone and email. Unlimited support cases. Please provide the Support Now call-in contact (name, phone, email).			

Sub Total: **\$9,581.85**
 Tax: \$0.00
 Shipping: \$0.00
Grand Total: \$9,581.85

Special Notes:

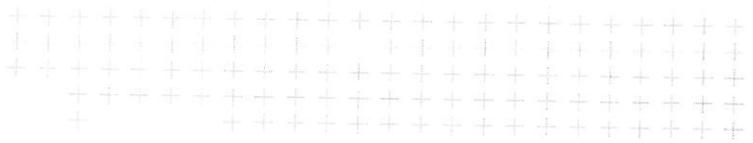
Shipping, handling, and applicable sales tax will be added to invoice.

Terms and Conditions

All invoices are in U.S. Dollars.

Payment terms are net 30 days upon approved credit. We also accept VISA, MasterCard and American Express. Returns- A standard restocking fee of 20% will be charged for any returned equipment.

Shipping and handling charges are prepaid and added to invoice. Shipment will be made by UPS Ground unless otherwise specified, FOB Shipping Point.



Trimble TDC150

HANDHELD

KEY FEATURES

- ▶ Integrated high-accuracy GNSS receiver
- ▶ Scalable positioning accuracy from meter to centimeters
- ▶ Android™ 6.0 operating system
- ▶ 5.3-inch sunlight readable multi-touch capacitive screen
- ▶ Google Mobile™ services certified to run Google core applications and services
- ▶ Compatible with Trimble or third-party software applications
- ▶ High speed 4G LTE cellular data connectivity
- ▶ Ultra-rugged design with MIL-STD-810 certification and rated IP67
- ▶ Removable, all day battery
- ▶ Fast Qualcomm™ processor with 2 GB RAM and 16 GB internal storage
- ▶ Ergonomic form factor
- ▶ Front- and rear-facing cameras

Learn more:
geospatial.trimble.com/tdc150



Trimble TDC150 HANDHELD

GNSS CHARACTERISTICS

- 240 GNSS channels
 - GPS L1C/A, L1P(Y), L2P(Y), L2C
 - GLONASS L1C/A, L2C/A
 - BeiDou B1 (phase 2), B2
 - Galileo E1, E5b
 - QZSS L1C/A, L2C, L1SAIF
 - SBAS L1C/A
 - L-band
- Scalable accuracy from meter to centimeter (meter, sub meter (30/30), decimeter (7/2), centimeter)
- Patented Z-Blade technology for optimal GNSS performance
 - Full utilization of signals from all 6 GNSS systems (GPS, GLONASS, BeiDou, Galileo, QZSS and SBAS)
 - Enhanced GNSS-centric algorithm: fully-independent GNSS signal tracking and optimal data processing, including GPS-only, GLONASS-only or BeiDou-only solution (autonomous to full RTK)
 - Fast Search engine for quick acquisition and re-acquisition of GNSS signals
- Patented SBAS ranging for using SBAS code & carrier observations and orbits in RTK Processing
- Patented Strobe™ Correlator for reduced GNSS multi-path
- Supported data formats: ATOM, CMR, CMR+, RTCM 2.1, 2.3, 3.0, 3.1 and 3.2 (including MSM), CMRx and sCMRx

REAL-TIME ACCURACY (RMS)^{1, 2}

SBAS (WAAS/EGNOS/MSAS/GAGAN)

Horizontal < 50 cm

Vertical < 85 cm

Real-Time DGPS position

Horizontal 25 cm + 1 ppm

Vertical 50 cm + 1 ppm

Real-Time Kinematic Position (RTK)³

Horizontal 10 mm + 1 ppm

Vertical 15 mm + 1 ppm

REAL-TIME PERFORMANCE

Instant-RTK⁴ Initialization Typically 2 sec for baselines < 20 km
Up to 99.9% reliability

RTK initialization range over 40 km

DATA LOGGING CHARACTERISTICS

Recording interval 1-999 seconds

PROCESSOR

- Qualcomm Snapdragon™ 410

- Quad-core

- Clock frequency: 1.2 GHz

OPERATING SYSTEM

- Android 6.0 (Google certified)
- Languages available: Afrikaans, German, English, Spanish, French, Italian, Portuguese (Portugal and Brazil), Japanese, Korean, Simplified Chinese, Greek, Russian, Azerbaijani, Czech, Danish, Lithuanian, Hungarian, Dutch, Norwegian (Bokmal), Romanian, Finnish, Swedish, Turkish, Bulgarian, Serbian (Cyrillic), Hindi, Polish

- Software package includes: Google Mobile Services

MEMORY

- 2 GB SDRAM
- Storage: 16 GB (non volatile).
- microSDHC™ memory card (up to 64 GB, SanDisk®, Kingston® recommended)

INTERFACE

- USB 2.0 (micro)
- External antenna connector (TNC)
- Audio jack 2.5 plug (CTIA/AHJ standards)

COMMUNICATIONS

- Cellular: GSM (850,900,1800,1900), GPRS, EDGE, UMTS, WCDMA (B1, B2, B5, B8), HSPA, TDSCDMA (B34, B39), LTE-FDD(B1, B3, B4, B5, B7, B8, B20), LTE-TDD (B38/B39/B40/B41)
- Wi-Fi (IEEE) 802.11 b/g/n
- Bluetooth® 4.0 dual mode
- USB (micro B USB connector)
- NFC

ENVIRONMENTAL CHARACTERISTICS

Operating temperature -20 °C to +60 °C (-4 °F to 140 °F)

Storage temperature -30 °C to +70 °C without battery (-22 °F to 158 °F)⁵

Humidity 95% non condensing

Water & dust proof IP67

Free drop 1.2 m on concrete

Shocks MIL-STD 810 (fig 516.5-10) (01/2000)

Vibration MIL-STD-810F (fig 514.5C-17) (01/2000)

POWER CHARACTERISTICS

Battery Li-Ion, 6400mAh

Battery life > 8 hrs @ 20 °C with GNSS on

Charging time 4 hours

Removable battery

PHYSICAL CHARACTERISTICS

Size 29.5 x 12 x 4.5 cm (11.6 x 4.7 x 1.8 in)

Weight 850 g (1.87 lb)

User interface 2 volume keys, on/off/reset key, 2 programmable keys, standard Android touch panel buttons

On screen keyboard display

Size 5.3" capacitive multi touch

Resolution 1280x720 pixels

Brightness 450 Cd/m²

Gorilla Glass damage-resistant

Auto rotate between Portrait and Landscape

MULTIMEDIA & SENSORS

- Rear camera 13 MP pixels with flash light
- Front camera 2 MP pixels
- E-Compass
- G-sensor
- Speaker
- Microphone
- Light sensor

STANDARD ACCESSORIES

- Handstrap
- Screen protectors (x2)
- A/C charger
- USB cable
- Pouch
- Battery door opener
- Monopole adaptor

OPTIONAL ACCESSORIES

- External GNSS antenna
- Pole bracket
- Monopole

OPERATING MODES

- RTK rover: Direct IP, NTRIP (VRS, FKP, MAC networks)
- Post-processing (if supported by the field application)

FIELD SOFTWARE

- Trimble TerraFlex™
- Trimble Penmap® for Android
- Third-party Android applications

1 Accuracy and TTFF specifications may be affected by atmospheric conditions, signal multipath, satellite geometry and corrections availability and quality.

2 Performance values assume minimum of five satellites, following the procedures recommended in the product manual. High multipath areas, high PDOP values and periods of severe atmospheric conditions may degrade performance. Real time accuracies depend on TDC150 accuracy option.

3 TDC150 centimeter used with Monopole accessory.

4 Long baselines, long occupations, precise ephemeris used

5 Batteries can be stored up to +70 °C.

6 Receiver convergence time varies based on GNSS constellation health, level of multipath, and proximity to obstructions such as large trees and buildings. Convergence can be improved in RAM enabled regions.

Specifications are subject to change without notice.

Contact your local Trimble Authorized Distribution Partner for more information

NORTH AMERICA
Trimble Inc.
10368 Westmoor Dr
Westminster CO 80021
USA

EUROPE
Trimble Germany GmbH
Am Prime Parc 11
65479 Raunheim
GERMANY

ASIA-PACIFIC
Trimble Navigation
Singapore PTE Limited
3 HarbourFront Place
#13-02 HarbourFront Tower Two
Singapore 099254
SINGAPORE



**Town Board Meeting
June 17, 2019**

Agenda Number: 8B – New Business

Town Engineer Items:

Subject: Lift Station #9 Rehabilitation:
1. Receive Quotes
2. Award Project

Documentation: Town Engineer Memo w/ attachments

Action / Motion for Consideration:

Town Engineer Report at Meeting / Discuss

Based on Town Engineer Review & Recommendation:

- 1) Receive Quotes
- 2) Award Project to the Lowest Responsible Bidder, Penn Contracting, Inc., for the Base Bid of \$404,090

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

LIFT STATION #9 REHABILITATION – APPROVE PLANS & SPECIFICATIONS – AUTHORIZE ADVERTISEMENT FOR BIDS: The Town Engineer explained that this is the last of 10 lift stations to be upgraded to current standards. The upgrades include: control panel, pumps, rails, valves, communication equipment, force main, and driveway access.

Lift Station #9 is near a wetland, but there is no disturbance to wetlands. The Town Engineer will bring back the bids at the June 17th Town Board Meeting.

Ruzek moved based on Town Engineer review & recommendation approve the plans & specifications. McCune seconded. Ayes all.

Ruzek moved based on Town Engineer review & recommendation authorize advertisement for bids. McCune seconded. Ayes all.



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

June 13, 2019

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

Re: Lift Station No. 9 Rehabilitation Project
TKDA Project No.17127.005
Summary of Bids

Dear Honorable Chairman and Town Board:

On June 13, 2019, three bids for the referenced project were received. The lowest bid was submitted by Penn Contracting, Inc. Listed below is a summary of bids received, and a complete Tabulation of Bids is enclosed for your information.

<u>Contractor</u>	<u>Base Bid</u>
Penn Contracting, Inc.	\$404,090.00
PCiRoads, LLC	\$410,985.00
Meyer Contracting, Inc.	\$490,299.87
Engineer's Estimate	\$508,304.00

Recommendation

We recommend that you receive all bids submitted and award the Contract to the lowest responsible bidder, Penn Contracting, Inc. for the Base Bid of \$404,090.

Please contact me with any questions or comments.

Sincerely,

James E. Studenski, PE
Town Engineer

JES:ksb
Enclosure

TABULATION OF BIDS

LIFT STATION NO. 9 REHABILITATION
 WHITE BEAR TOWNSHIP, MINNESOTA
 TKDA PROJECT NO. 17127.005



ITEM NO.	DESCRIPTION	UNIT	QTY	ENGINEER'S ESTIMATE		PENN CONTRACTING, INC.		PCIROADS, LLC		MEYER CONTRACTING, INC.	
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
1	MOBILIZATION	LS	1	\$24,534	24,534.00	\$ 18,500.00	18,500.00	\$ 25,000.00	25,000.00	\$ 24,024.69	24,024.69
2	TRAFFIC CONTROL	LS	1	\$6,750	6,750.00	\$ 4,750.00	4,750.00	\$ 4,500.00	4,500.00	\$ 19,326.18	19,326.18
3	SILT FENCE	LF	340	\$6	1,870.00	\$ 8.00	2,720.00	\$ 6.00	2,040.00	\$ 4.40	1,496.00
4	BASE BID LIFT STATION NO. 9 IMPROVEMENTS	LS	1	\$46,250	46,250.00	\$ 57,833.00	57,833.00	\$ 33,000.00	33,000.00	\$ 21,919.00	21,919.00
5	TEMPORARY CONVEYANCE	LS	1	\$50,000	50,000.00	\$ 41,360.00	41,360.00	\$ 40,000.00	40,000.00	\$ 74,423.00	74,423.00
6	REMOVE & DISP. BIT. DRIVEWAY INCL. SAWCUT	SY	100	\$15	1,500.00	\$ 10.00	1,000.00	\$ 29.00	2,900.00	\$ 5.90	590.00
7	8-INCH CONCRETE DRIVEWAY	SY	100	\$113	11,250.00	\$ 135.00	13,500.00	\$ 200.00	20,000.00	\$ 115.00	11,500.00
8	REMOVE & REPLACE TOP SLAB LIFT STATION	EA	1	\$11,750	11,750.00	\$ 11,117.00	11,117.00	\$ 5,000.00	5,000.00	\$ 4,587.00	4,587.00
9	REMOVE & REPLACE VALVE VAULT TOP SLAB	EA	1	\$11,750	11,750.00	\$ 7,971.00	7,971.00	\$ 5,000.00	5,000.00	\$ 4,493.00	4,493.00
10	REMOVE & REPLACE MH CASTING	EA	1	\$1,500	1,500.00	\$ 1,650.00	1,650.00	\$ 600.00	600.00	\$ 1,619.00	1,619.00
11	REMOVE AND REPLACE FORCEMAIN BENDS	EA	1	\$12,000	12,000.00	\$ 2,003.00	2,003.00	\$ 3,100.00	3,100.00	\$ 1,118.00	1,118.00
12	REMOVE AND REPLACE GRAVITY SEWER AND FORCEMAIN IN CASING PIPE	LF	100	\$119	11,875.00	\$ 169.00	16,900.00	\$ 250.00	25,000.00	\$ 521.50	52,150.00
13	CLEAN 2-INCH PVC	LF	10	\$118	1,175.00	\$ 75.00	750.00	\$ 50.00	500.00	\$ 58.00	580.00
14	CLEAN WET WELL AND VALVE VAULT, DISPOSE OF DEBRIS	LS	1	\$5,750	5,750.00	\$ 1,750.00	1,750.00	\$ 6,000.00	6,000.00	\$ 1,775.00	1,775.00
15	4-INCH HDPE FORCEMAIN - DIRECTIONAL DRILL	LF	710	\$55	39,050.00	\$ 39.00	27,690.00	\$ 35.00	24,850.00	\$ 58.50	41,535.00
16	CAST IN PLACE CONCRETE	CF	50	\$115	5,750.00	\$ 100.00	5,000.00	\$ 175.00	8,750.00	\$ 21.25	1,062.50
17	EPOXY LINER	SF	1070	\$35	37,450.00	\$ 22.00	23,540.00	\$ 19.50	20,865.00	\$ 20.75	22,202.50
18	HATCH	EA	2	\$5,000	10,000.00	\$ 3,386.00	6,772.00	\$ 6,000.00	12,000.00	\$ 100.00	200.00
19	ANTENNA POLE	EA	1	\$2,875	2,875.00	\$ 4,565.00	4,565.00	\$ 5,000.00	5,000.00	\$ 6,219.00	6,219.00
20	SITE RESTORATION	LS	1	\$7,750	7,750.00	\$ 6,750.00	6,750.00	\$ 11,000.00	11,000.00	\$ 8,984.00	8,984.00
21	KSB VORTEX STYLE SUBMERSIBLE PUMP	EA	2	\$31,750	63,500.00	\$ 17,015.00	34,030.00	\$ 20,100.00	40,200.00	\$ 25,582.00	51,164.00
22	4-INCH STAINLESS STEEL VENT PIPE	EA	1	\$3,625	3,625.00	\$ 592.00	592.00	\$ 600.00	600.00	\$ 886.00	886.00
23	4-INCH PLUG VALVE	EA	2	\$1,363	2,725.00	\$ 498.00	996.00	\$ 500.00	1,000.00	\$ 1,678.00	3,356.00
24	4-INCH CHECK VALVE	EA	2	\$1,938	3,875.00	\$ 680.00	1,360.00	\$ 690.00	1,380.00	\$ 1,951.00	3,902.00
25	4-INCH DUCTILE PIPE	LF	60	\$50	3,000.00	\$ 118.00	7,080.00	\$ 65.00	3,900.00	\$ 162.50	9,750.00
26	CONTROL PANEL WITH ETHERNET RADIO, YAGI ANTENNA AND RADAR LEVEL TRANSMITTER ELECTRICAL AND INSTRUMENTATION	EA	1	\$86,250	86,250.00	\$ 62,411.00	62,411.00	\$ 63,000.00	63,000.00	\$ 85,297.00	85,297.00
27	INSTALLATION	EA	1	\$19,500	19,500.00	\$ 16,500.00	16,500.00	\$ 19,800.00	19,800.00	\$ 11,141.00	11,141.00
28	ENGINEER DIRECTED WORK ALLOWANCE	LS	1	\$25,000	25,000.00	\$ 25,000.00	25,000.00	\$ 25,000.00	25,000.00	\$ 25,000.00	25,000.00
TOTAL BID				\$	508,304.00	\$	404,090.00	\$	410,985.00	\$	490,299.87

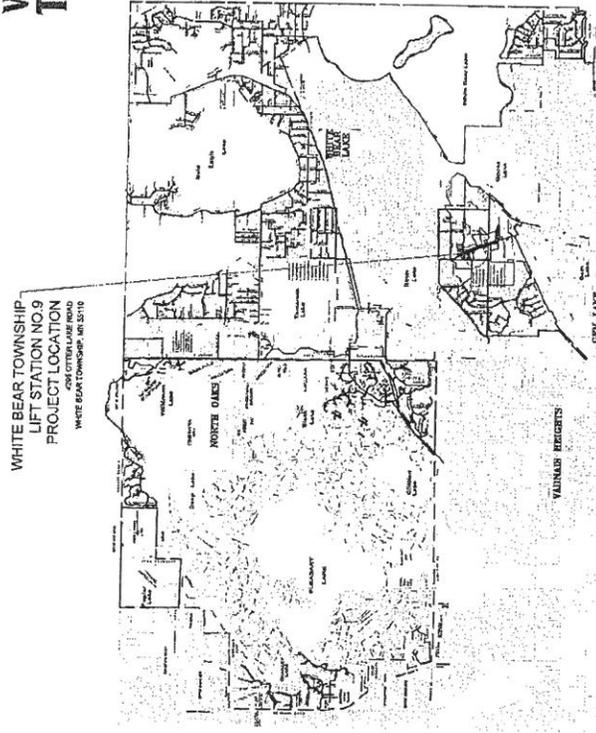
LIFT STATION NO. 9 REHABILITATION

WHITE BEAR TOWNSHIP, MINNESOTA
TOWN PROJECT NUMBER 2019-4



**WHITE BEAR
TOWNSHIP**
1858
RAMSEY COUNTY
MINNESOTA

SITE LOCATION MAP



SHEET INDEX

SHEET NO.	TITLE SHEET	DESCRIPTION
G001	TITLE SHEET	GENERAL
C001	LEGEND AND ESTIMATED QUANTITIES	CIVIL
C040	EXISTING SITE PLANS	
C0100	REMOVALS PLAN	
C0101	EXISTING LIFT STATION CONDITIONS & REMOVALS PLAN	
C0102	EXISTING VALVE VAULT CONDITIONS & REMOVALS PLAN	
C100	PROPOSED IMPROVEMENTS	
C400	FORCEMAIN REPLACEMENT & TEMPORARY BYPASS PUMPING PLAN	
C401	CASING AND CULVERT PLAN & PROFILES	
C700	DETAILS	
C800	EROSION CONTROL PLAN	
E001	PLAN AND DETAILS	ELECTRICAL
E020	LIGHT POLE AND ANTENNA DETAILS	
E101	CONTROL PANEL - SHEET 1	
E102	CONTROL PANEL - SHEET 2	
E103	CONTROL PANEL - SHEET 3	
E104	CONTROL PANEL - SHEET 4	
E105	CONTROL PANEL - SHEET 5	
E108	CONTROL PANEL - SHEET 8	
EDY01	WELL NO. 5 MODIFICATION	
EDY02	WELL NO. 5 MODIFICATION	
EDY03	WELL NO. 5 MODIFICATION	

PROJECT PERSONNEL

JIM STUBERSKI
TOWN ENGINEER
PHONE: 651-262-4000
EMAIL: JIM.STUBERSKI@TKDA.COM

DAN NEELER
WATER/WASTEWATER ENGINEER
PHONE: 651-726-7977
EMAIL: DAN.NEELER@TKDA.COM

ROS CHDALS
ELECTRICAL ENGINEER
PHONE: 651-262-4422
EMAIL: ROBERT.CHDALS@TKDA.COM

GENERAL PROJECT NOTES

- THE CONTRACTOR SHALL VERIFY ALL EXISTING UNDERGROUND UTILITY LOCATIONS AND ELEVATIONS PRIOR TO CONSTRUCTION. ALL IN PLACE UTILITIES MAY NOT BE SHOWN ON THE EXISTING PLANS. ALL UTILITIES NOT SHOWN IN THE EXISTING PLANS SHALL BE SHOWN IN THE EXISTING PLANS.
- THE SUBSURFACE UTILITY INFORMATION IN THIS PLANSET IS UTILITY QUALITY LEVEL 1. AS SHOWN ON THE EXISTING AND GUIDELINE FOR THE DETECTION OF EXISTING SUBSURFACE UTILITY DATA.
- GOPHER STATE ONE CALL: 1-800-283-1166.

DESIGNED	DATE	BY
DRAWN	DATE	BY
CHECKED	DATE	BY
NO. 1	DATE	BY

444 Cedar Street, Suite 1500
Stank, PA, MN 55111
651.262.4400
tkda.com

LIFT STATION NO. 9 REHABILITATION

PROJ. NO. 2019-4
DRAWING NO. G001

DATE



**Town Board Meeting
June 17, 2019**

Agenda Number: 8C – New Business

Town Engineer Items:

Subject: Improvement 2019-3 Street Project:
1. Approve Plans & Specifications.
2. Authorize Advertisement for Bids

Documentation: Town Engineer Memo w/ attachments / Resolutions

Action / Motion for Consideration:

Town Engineer Report at Meeting / Discuss

Based on Town Engineer Review & Recommendation:

- 1) Adopt **Resolution Approving Plans & Specifications for Improvement 2019-3**

Ruzek – Moves

McCune – Seconds

- 2) Adopt **Resolution Ordering Advertisement for Bids for Improvement 2019-3** - Noting the Bid Opening Date of Wednesday, July 10, 2019 @ 9:00 a.m. at the Township Administrative Offices

Ruzek – Moves

McCune – Seconds

Noting Funding from the Improvement Fund 505

TOWN ENGINEER ITEMS – IMPROVEMENT 2019-3: At the Town Board Executive Meeting of April 26, 2019, the Board authorized continuing the project but there was no quote at that time. The neighborhood meeting will be held on Tuesday, May 28, 2019 at 6:30 p.m. at Otter Lake Elementary. There is also a Public Hearing at the Town Board Meeting of June 4, 2019.

The goal, Poppler stated, is to keep the ball rolling with this project and be all ready to go when it is completely and totally improved. There may be future points to address because the neighborhood meeting and the public hearing haven't happened yet.

A question was brought up about similar processes for all five years under the Street Improvement Plan. Poppler explained that the process may be similar, but there will be fewer steps to complete each year as time goes on.

The Town Board has already passed a resolution approving plans and specifications.

Ruzek made the motion based on the Town Engineer review & recommendation to authorize TKDA to work with staff and residents to prepare the plans and specifications for an amount not to exceed \$59,500.00. The plans and specifications do not obligate the Board to determine project assessments or funding. The funding for this portion of the proposed projects will be through the Improvement Fund 505. McCune seconded. Ayes all.



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

June 13, 2019

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

Re: 2019 Street Improvements
White Bear Township, Minnesota
TKDA Project 17127.003

Dear Board Members:

The neighborhood meeting and the Public Hearing for the 2019 Street Improvements were held and the Town Board Ordered the Improvements. The plans and specifications have been prepared using the resident questionnaires including resident site interactions and with the assistance of the Town staff. A full set of plans will be available at the Town Board meeting.

The following improvement in 2019:

- The Hobe Area – Edge Mill and Overlay
- Parkview Drive – Mill and Overlay
- Fenway Court – Mill and Overlay
- Weston Woods Way – Mill and Overlay
- Moon Lake Court – Mill and Overlay
- White Bear Parkway (Oakmede Ln to Otter Lake Rd) – Mill and Overlay
- Gilfillan Court – Full Depth Pavement Replacement

Recommendations:

We recommend approving the plans and specifications and authorizing the bidding of the project. We will open bids in July and bring the results to the July 15th Town Board meeting.

The funding for this portion of the proposed projects will be thought the Improvement Fund 505.

Please contact me with any questions.

Sincerely,

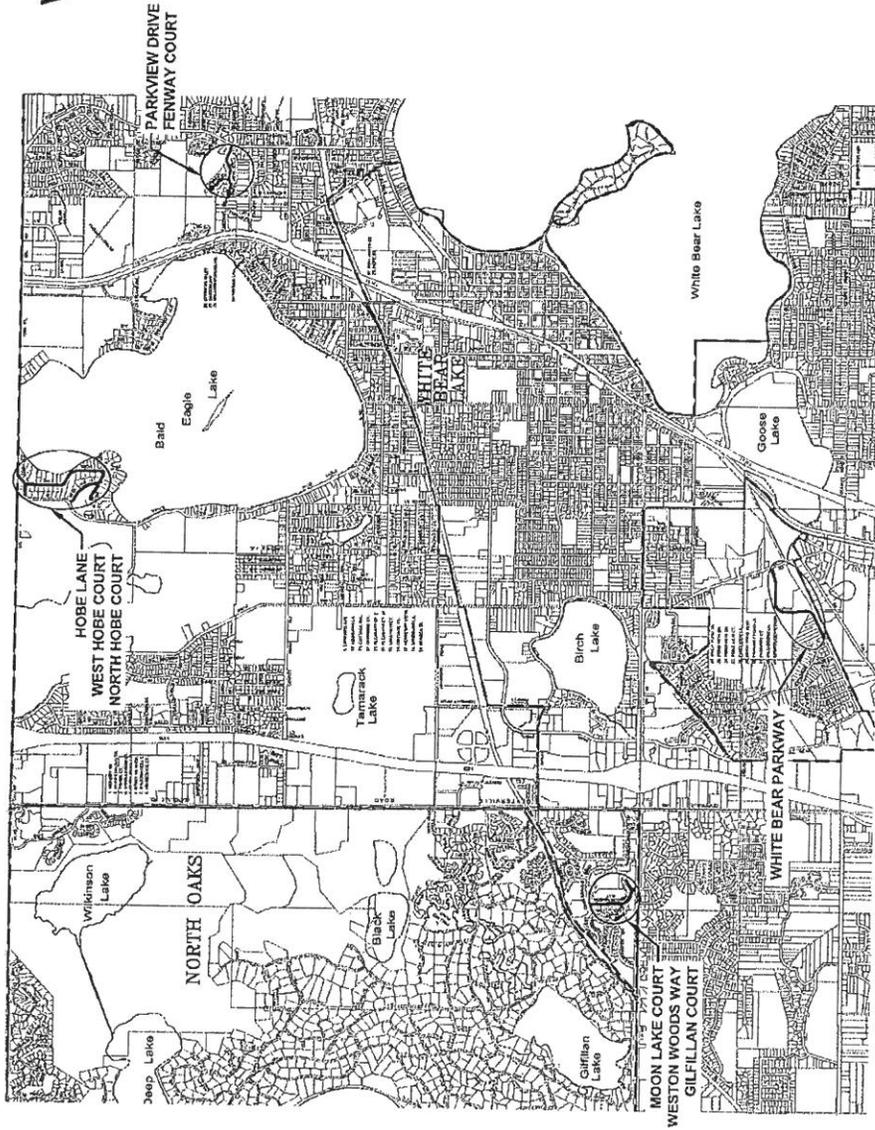
A handwritten signature in black ink that reads "James E. Studenski".

James E. Studenski, PE
Town Engineer

WHITE BEAR TOWNSHIP 2019 STREET IMPROVEMENTS



TOWN PROJECT NO. 2019-3
TKDA PROJECT NO. 17127.003



EXISTING UTILITY LOCATIONS

THE EXISTING UTILITY LOCATIONS SHOWN ON THIS PLAN ARE BASED ON THE DATA PROVIDED BY THE UTILITY COMPANIES. THE PLANNING ENGINEER HAS CONDUCTED VISUAL VERIFICATION AND THAT ALL UTILITIES SHOWN ON THIS PLAN ARE AS SHOWN. THE PLANNING ENGINEER HAS CONDUCTED VISUAL VERIFICATION AND THAT ALL UTILITIES SHOWN ON THIS PLAN ARE AS SHOWN. THE PLANNING ENGINEER HAS CONDUCTED VISUAL VERIFICATION AND THAT ALL UTILITIES SHOWN ON THIS PLAN ARE AS SHOWN.

COMPILED STATE ONE CALL: 1-800-253-1186

DRAWING INDEX

SHEET	DESCRIPTION
1	TITLE SHEET
2	LEGEND AND ESTIMATED QUANTITIES
3-7	TYPICAL SECTIONS
8	DETAILS
9-14	PEDESTRIAN CURB RAMP DETAILS
15-18	DRIVEWAY AND SIDEWALK DETAILS
19-21	WHITE BEAR PARKWAY
22	WESTON WOODS WAY AND MOON LAKE COURT
23	GILFILLAN COURT
24	PARKVIEW DRIVE & FENWAY COURT
25-27	HOBE LANE, W HOBE COURT, AND N HOBE COURT
28-30	STRIPING PLAN WHITE BEAR PARKWAY
31-32	PEDESTRIAN RAMP IMPROVEMENTS

DRAFT

NO.	DATE	BY	DESCRIPTION OF REVISIONS

DESIGNED	
DRAWN	
CHECKED	
DATE	
SIGNATURE	
NAME	
DATE	
DC. NO.	

1440 Cedar Street, Suite 1500 Stuy Park, MN 55111 651.292.4400 ttda.com	2019 STREET IMPROVEMENTS	TITLE SHEET	PROJECT NO. 17127.003 DRAWING NO. 1
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EXTRACT OF MINUTES OF A MEETING OF THE TOWN
BOARD OF THE TOWN OF WHITE BEAR, MINNESOTA,
HELD ON JUNE 17, 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 June 17, 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 APPROVING PLANS
AND SPECIFICATIONS FOR
IMPROVEMENT 2019-3**

WHEREAS, pursuant to a Resolution of the Town Board adopted May 6, 2019, plans and specifications have been prepared by TKDA for Improvement 2019-3, and were received by the Town Board on June 17, 2019,

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

That the plans and specifications prepared by the consulting engineer for Improvement 2019-3 are hereby approved.

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

Whereupon said Resolution was declared duly passed and adopted.

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

I, the undersigned, being the duly qualified and acting Clerk of the Town of White Bear, Minnesota, DO HEREBY CERTIFY, that I have carefully compared the attached and foregoing Extract of Minutes of a Special meeting of the Town Board of the Town held on the 17th day of June, 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 Improvement 2019-3.

WITNESS my hand as such Clerk and the Town Clerk Seal this 17th day of June, 2019.

TOWN CLERK, TOWN OF WHITE BEAR, MINN.

EXTRACT OF MINUTES OF A MEETING OF THE TOWN
BOARD OF THE TOWN OF WHITE BEAR, MINNESOTA,
HELD ON JUNE 17, 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 June 17, 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 ORDERING ADVERTISEMENT
FOR BIDS FOR IMPROVEMENT 2019-3**

WHEREAS, pursuant to a Resolution of the Town Board of adopted June 17, 2019, plans and specifications have been prepared and approved,

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

1. The Town Clerk and the Town Engineer shall meet at the Town Administrative Offices, 1281 Hammond Road, in said Town on Wednesday, July 10, 2019 at 9:00 a.m., for the purpose of publicly opening bids.

2. The Town Engineer be and he hereby is authorized and directed to tabulate and analyze said bids and report back to this Board with respect thereto at the next regular or special meeting of the Town Board.

3. At the first regular or special meeting of the Town Board, the Board shall meet at Heritage Hall in the Town for the purpose of considering bids, and awarding a contract for the construction of said improvement.

The motion for the adoption of the foregoing Resolution was duly 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 17th day of June, 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 Improvement 2019-3.

WITNESS my hand as such Clerk and the Town Clerk Seal this 17th day of June, 2019.

TOWN CLERK, TOWN OF WHITE BEAR, MINN.



Town Board Meeting June 17, 2019

Agenda Number: 8D – General Business

Subject: Kyle Axtell, RCWD - Bald Eagle Lake Iron-Enhanced Sand Filter Project – Approve Agreement

Documentation: Emails / Agreement with w/attachments

Action / Motion for Consideration:

Kyle Axtell Report at Meeting / Discuss

Based on Park Board, Town Attorney & Staff Review & Recommendation Approve the Project Agreement Between White Bear Township and the Rice Creek Watershed District for the Construction, Operation and Maintenance of the Bald Eagle Lake Iron-Enhanced Sand Filter Project

Minutes
Park Board Meeting
April 18, 2019

FOUR SEASON PARK – RCWD PROJECT: At the March Town Board Executive Meeting, Kyle Axtell, Manager at the Rice Creek Watershed District discussed a project for Bald Eagle Lake. RCWD works hard at constantly improving water quality of Bald Eagle Lake, for example the Alum 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 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 review the property records regarding acquisition and use of this Town 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.

There was discussion of safety, Axtell ensured safety, as the ponds are shallow. Public Works Director stated that RCWD is responsible for maintenance for 25 years, and only then will the Township be required to maintain and upkeep the pond. It is also paid for by RCWD.

Lee motioned to approve the next step and show support for this project for Bald Eagle Lake. Reeves seconded. Ayes all.

Minutes
Executive Meeting
March 29, 2019

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.

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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.

Patti Walstad

From: Kyle Axtell <KAxtell@ricecreek.org>
Sent: Thursday, June 13, 2019 9:03 AM
To: Tom Riedesel
Cc: Patti Walstad
Subject: RE: REVISED IESF Project Agreement

Caution: This email originated outside our organization; please use caution.

Tom,

We are required by the State to operate and maintain the project for 25 years and it will not be abandoned within that timeframe. Doing so would require the RCWD to repay the State up to 125% of the grant amount (+/- \$500,000). Ideally, we'd like to go longer than 25 years, subject to Township approval, which would need to be negotiated as the 25 year anniversary approaches. How about this for a language change:

The District shall be responsible for the cost of maintenance and operation of the Project for a period of 25 years. If ~~after 25 years~~ the Project is abandoned **by the District**, the District shall be responsible for remediation of all or a portion of the facility, if deemed necessary by the Township.

Please confirm that the Town Attorney is comfortable with this change.

Kyle Axtell
Project Manager
Rice Creek Watershed District
P: (763) 398-3072
E: kaxtell@ricecreek.org

From: Tom Riedesel <Tom.Riedesel@whitebeartownship.org>
Sent: Thursday, June 13, 2019 8:38 AM
To: Kyle Axtell <KAxtell@ricecreek.org>
Cc: Patti Walstad <Patti.Walstad@whitebeartownship.org>
Subject: FW: REVISED IESF Project Agreement

Hi Kyle,
I forwarded the agreement you sent to our Town Attorney. He has one comment which is below. Could you review and make the change accordingly? If not, let's discuss.
Thanks,
Tom

From: Chad Lemmons [<mailto:chadlemmons@kellyandlemmons.com>]
Sent: Wednesday, June 12, 2019 4:40 PM
To: Tom Riedesel <Tom.Riedesel@whitebeartownship.org>; Patti Walstad <Patti.Walstad@whitebeartownship.org>
Cc: Pat Christopherson <Pat.Christopherson@whitebeartownship.org>
Subject: RE: REVISED IESF Project Agreement

Caution: This email originated outside our organization; please use caution.

Patti Walstad

From: Tom Riedesel
Sent: Wednesday, June 12, 2019 12:20 PM
To: Patti Walstad; 'Chad Lemmons'
Cc: Pat Christopherson
Subject: FW: REVISED IESF Project Agreement
Attachments: RCD11 IESF Project Agreement FINAL redline.docx; RCD11 IESF Project Agreement FINAL.docx

Importance: High

FYI: Any concerns?

From: Kyle Axtell [mailto:KAxtell@ricecreek.org]
Sent: Wednesday, June 12, 2019 12:14 PM
To: Pat Christopherson <Pat.Christopherson@whitebeartownship.org>; Tom Riedesel <Tom.Riedesel@whitebeartownship.org>
Subject: REVISED IESF Project Agreement
Importance: High

Caution: This email originated outside our organization; please use caution.

Pat & Tom,

As luck would have it, The RCWD Board made changes to one paragraph in the Project Agreement during its meeting today, and then approved the revised agreement. Please see attached (clean and redline versions). The changes are in Paragraph 14. The agreement earlier discusses the RCWD's right of access for 25 years, and then went on to discuss RCWD's responsibility to operate and maintain AFTER 25 years... the changes relegate the agreement to only discussing the 25 years in question and no longer reference AFTER 25 years. Presumably, the RCWD's right to access the property beyond 25 years would need to be agreed upon by a future Town Board and RCWD Board. In practice, this should simplify the terms of the agreement and it does not add any burden to the Township.

Please let me know if the Township has any issue with the revised Paragraph 14. I look forward to the Town Board meeting on Monday.

Kyle Axtell
Project Manager
Rice Creek Watershed District
4325 Pheasant Ridge Dr. NE #611
Blaine, MN 55449-4539
P: (763) 398-3072
F: (763) 398-3088
E: kaxtell@ricecreek.org



Please consider following the RCWD on Facebook

**PROJECT AGREEMENT BETWEEN
WHITE BEAR TOWNSHIP AND THE RICE CREEK WATERSHED DISTRICT
FOR THE CONSTRUCTION, OPERATION AND MAINTENANCE OF
THE BALD EAGLE LAKE IRON-ENHANCED SAND FILTER PROJECT**

THIS AGREEMENT is made and entered into this 12th day of June, 2019, by and between White Bear Township, Minnesota, a municipal corporation (hereinafter "Township") and the Rice Creek Watershed District, a special purpose unit of local government under Minnesota Statutes Chapters 103B and 103D (hereinafter "District").

WHEREAS, in January 2010, the District adopted its Watershed Management Plan (most recently amended in November 2016) which includes implementation of nutrient-reduction projects, such as iron-enhanced sand filters, in the Bald Eagle Lake subwatershed;

WHEREAS, in August 2018, the District prepared a Feasibility Report detailing the Bald Eagle Lake Iron-Enhanced Sand Filter Project (hereinafter "Project");

WHEREAS, the District submitted a Clean Water Fund Grant (hereinafter "Grant") application to the Board of Water and Soil Resources (hereinafter "BWSR") for the Project, was successful in its proposal, and BWSR awarded a Grant to be used to pay a portion of the cost of the Project;

WHEREAS, the District and Township have worked cooperatively to develop goals and objectives for the Project, a concept construction design for the Project, a cost allocation between the Township and District for construction of the Project, and a plan for maintenance of the Project, once constructed;

WHEREAS, the District, by its Project Engineer, has provided the Township with a concept construction layout designating the required areas for access, construction, staging and materials storage, along with a construction timeline indicating the period for which the areas are required, to include the time necessary for restoration;

WHEREAS, all access, construction, staging and materials storage, as well as future maintenance activity is anticipated to occur on property owned by the Township;

WHEREAS, prior to expending funds under the Grant, the Grant Agreement requires that the District provide BWSR with assurances regarding operation and maintenance of the Project by the District for a period of 25 years as well as a 25-year access agreement on Township property for the purpose of inspecting or correcting damage to the Project and maintenance of the Project;

WHEREAS, Minnesota Statutes Chapter 471.59 provides that two or more governmental units, by agreement entered into through action of their governing bodies, may cooperate to provide for the division of costs and other material elements of improvement projects; and,

NOW, THEREFORE, based on the foregoing recitals which are incorporated fully into this Agreement, the District, duly authorized by its governing body and upon resolution of the Board of Managers, and the Township, duly authorized by its governing body and upon resolution of the Township Board, agree as follows:

SECTION A: Access Agreement

1. The District, its employees and contractors may have access to the Township's property as indicated on **Exhibit A**, incorporated herein and hereinafter referred to as the "Project Area". Access is granted for construction of the Project, including land disturbance, excavation, filling, recontouring of adjacent Township-owned land, dewatering, structural and bioengineered features, seeding and planting, staging, stockpiling, installations to protect work-in-progress and public safety, and all other operations convenient or necessary for construction of the Project within the Project Area.
2. The right of entry and occupation described in paragraph 1 commences immediately for design purposes and on January 1, 2020 for construction purposes. The right ceases on December 31, 2021, or earlier upon completion of the Project. The District shall give the Township at least one week notice before initial entry for construction. Subject to adjustments in the District's discretion, the intent of the District is to perform construction of the Project according to the work schedule incorporated herein as **Exhibit B**.
3. The Township agrees to work in good faith with the District to accommodate reasonable adjustments to the construction schedule requiring extensions of time to this access agreement.
4. The Township will, in a timely manner, give the District any information in its possession regarding subsurface structures, utilities or other physical features within the Project Area relevant to construction of the Project. The Township will cooperate with the District in securing permits and approvals in its status as landowner and will timely process any permit or approval that it requires. Pursuant to Minnesota Statutes Section 103D.335, subd. 24, the Township will not charge a fee for any such permit or approval.
5. The District may periodically enter and occupy portions of the Project Area for a period of 25 years from the date of substantial completion of the Project, in order to inspect and maintain the Project. On the District's request, the Township will provide reasonably convenient access and work area for inspection and maintenance of the Project. The District shall provide at least one-week written notice to the Township before using any motorized equipment for inspection or maintenance of the Project. The District will be responsible for any impact or disturbance of land as a result of maintenance during the 25-year maintenance period. The District will repair all impacts or disturbed areas to preexisting conditions, except where the Township waives such requirement in writing.

Section B: Construction of the Project

6. Construction of the Project will conform to the following:
 - a. The District is responsible for letting all contracts related to the construction of the Project in accordance with all applicable laws. The District shall also be responsible for administering the contracts and for overseeing the work.
 - b. The District will repair all disturbances and improvements within the Project Area, except those to be permanently altered by the Project, to their preexisting condition, except where the Township waives such requirement in writing. In the event disturbed areas cannot be restored to pre-existing conditions, the District shall submit proposed restoration changes to the Township for approval.
 - c. The District shall require its contractor to meet all local requirements for traffic control and public safety, to provide for public safety, and to keep the Project site free of trash, debris and nuisance conditions.
 - d. The District shall require its contractor to name the Township as an additional insured with primary coverage on a noncontributory basis under its commercial general liability policy, with a coverage limit of at least \$1.5 million per claim and aggregate. Coverage limits may be met by excess or umbrella policies. The Township will be named as a holder and will receive a certificate of insurance before contractor entry for construction.
7. The Township will not be responsible for any part of the cost of Project design, construction or required permits except for its own costs to meet its responsibilities under this Agreement.
8. The District will defend and indemnify the Township, its officials and its employees; and hold the Township, its officials and its employees harmless; from any and all actions, costs, damages and liabilities of any nature to the degree they are the result of any action or omission of the District in the design, construction or maintenance of the Project that is the basis for the District's liability in law or equity.

Section C: Ownership and Maintenance Responsibilities

9. The Project, once completed, will consist of an Iron-Enhanced Sand Filter & Pump System and Pond similar to that shown on **Exhibit C**. The final project layout may vary from the concept shown but will remain within the Project Area.
10. The Township and District shall cooperate in the development of operations and maintenance plans and agreements for the infrastructure.
11. Upon completion of the Project, the District shall retain ownership and assume all operation and maintenance obligations for the Iron-Enhanced Sand Filter & Pump

System and Wet Pond in accordance with the approved operations and maintenance plans.

Section D: Financial Obligations

12. The District shall be responsible for all Project-related design and construction costs.
13. The Township shall pay for any Township-requested changes or amenities made a part of the Project (i.e. enhanced or decorative lighting, signage, paving, park benches or other improvements).
14. The District shall be responsible for the cost of maintenance and operation of the Project for a period of ~~at least 25 years and will continue operation and maintenance thereafter until such time as the facility is abandoned as an improvement of the District.~~ If after 25 years the Project is abandoned, the District shall be responsible for remediation of all or a portion of the facility, if deemed necessary by the Township.

Section E: Miscellaneous Provisions

15. The District and Township shall collaborate to erect and maintain public information and educational signage in a mutually-agreed location, in conformance with reasonable size and location conditions.
16. District staff shall be responsible for completing all Grant reporting activities.
17. The project bidding process must adhere to MN Statutes 471.345, et seq. (Uniform Municipal Contracting Law).
18. The Project specifications must include Non-discrimination and Prevailing Wage provisions as required by the Grant.
19. The Grant agreement between the District and BWSR is incorporated into this Agreement and attached as **Exhibit D**.
20. The parties agree to comply with all laws, ordinances and regulations of Minnesota applicable to this Agreement and the construction of the Project. This Agreement shall be construed and enforced according to the laws of Minnesota.
21. Except as specified above, each party will be responsible for claims and damages resulting from the acts, errors and omissions of its officers, employees and agents and will defend and indemnify the other party for any such claims; provided, however, that nothing in this Agreement shall constitute a waiver or limitation of any immunity or limitation on liability to which either party is entitled under Minnesota Statutes, Chapter 466, or otherwise.
22. Any notices or correspondence required to be given under this Agreement or any statute or ordinance shall be in writing and shall be deemed to be given if delivered personally or mailed postage-prepaid by certified mail, return receipt requested:

31. For the convenience of the parties, any number of counterparts hereof may be executed, and each such executed counterpart shall be deemed an original, but all such counterparts together shall constitute one in the same Agreement.
32. Data provided to either party or received from either party under this Agreement shall be administered in accordance with the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13.

[The remainder of this page is intentionally blank.]

[Signature pages follow.]

IN TESTIMONY WHEREOF, the Rice Creek Watershed District has caused this Agreement to be executed effective the day and year first above written.

RICE CREEK WATERSHED DISTRICT

By: _____
Patricia Preiner, President, Board of Managers

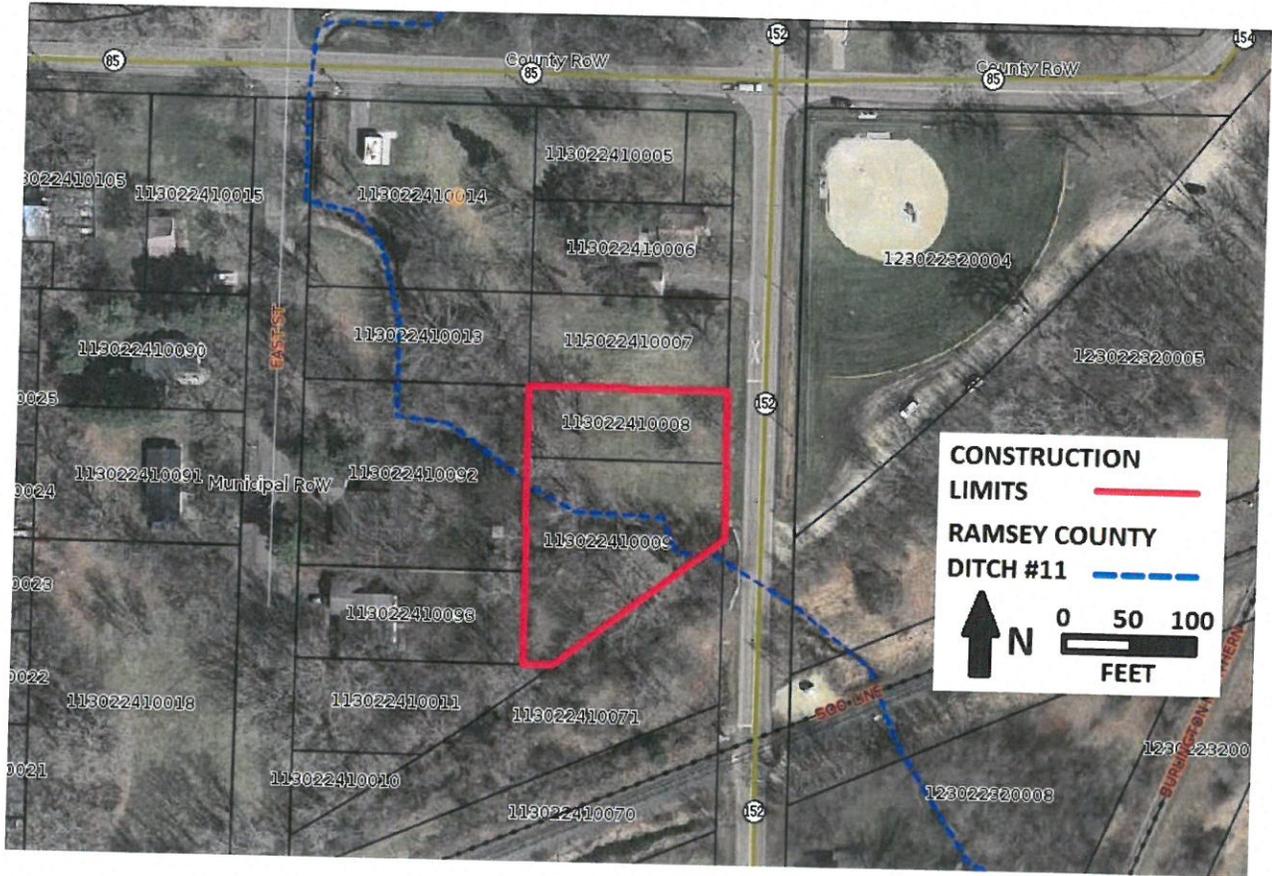
IN TESTIMONY WHEREOF, White Bear Township has caused this Agreement to be executed effective the day and year first above written.

WHITE BEAR TOWNSHIP

By: _____
Ed Prudhon, Township Board Chairperson

By: _____
Patrick Christopherson, Township Clerk/Treasurer

EXHIBIT A: PROJECT AREA

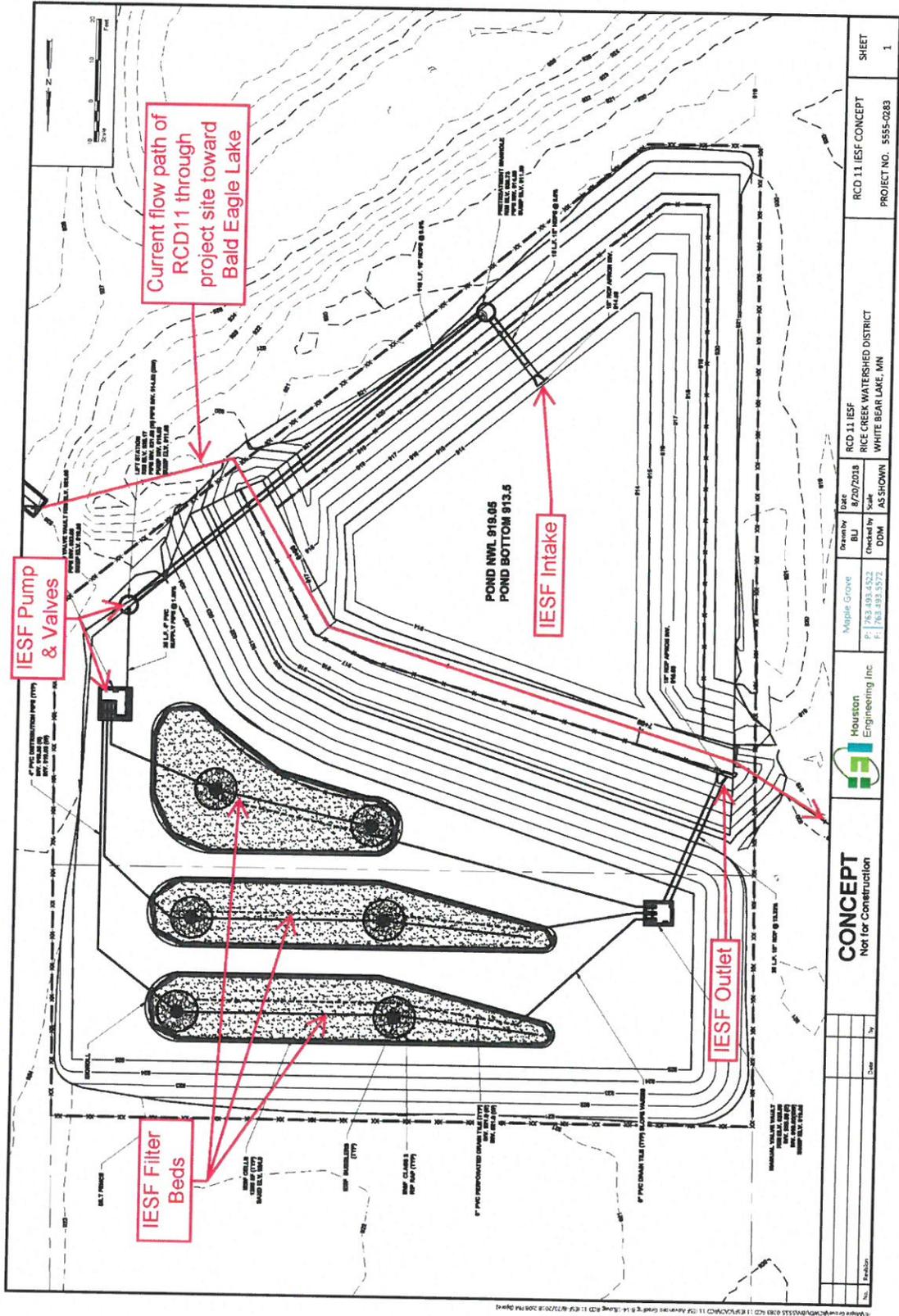


As shown in the figure above, the full extent of two adjacent parcels are included in the Project Area (Property ID: 11-30-22-41-0008, 11-30-22-41-0009).

EXHIBIT B: ESTIMATED APPROXIMATE WORK SCHEDULE

April 1, 2020	Earliest possible construction start date
August 31, 2020	Substantial Completion of Construction
September 1, 2020	Stabilization & Revegetation Activities Begin
October 31, 2020	Final Stabilization & Project Construction Complete

EXHIBIT C: PROJECT COMPONENTS IDENTIFICATION



CONCEPT Not for Construction			Maple Grove P: 763.493.4522 F: 763.493.5572	Project No. 5555-0288 RCD 11 IESF CONCEPT SHEET 1
Date: _____ Revision: _____ By: _____ Check: _____	Project: RCD 11 IESF Location: RICE CREEK WATERSHED DISTRICT WHITE BEAR LAKE, MN	Drawn by: BU Checked by: DDM Date: 8/20/2018 Scale: AS SHOWN	Project No. 5555-0288 RCD 11 IESF CONCEPT SHEET 1	Project No. 5555-0288 RCD 11 IESF CONCEPT SHEET 1

EXHIBIT D: BWSR GRANT AGREEMENT AND WORK PLAN

FY 2019 STATE OF MINNESOTA
 BOARD OF WATER and SOIL RESOURCES
 CLEAN WATER FUND COMPETITIVE GRANTS PROGRAM
 GRANT AGREEMENT

Vendor:	0000195928	W#: 5J 19535
PO#: 3000010210		Date Paid: 4/9/19

This Grant Agreement is between the State of Minnesota, acting through its Board of Water and Soil Resources (Board) and Rice Creek WD, 4325 Pheasant Ridge Dr NE #611 Blaine Minnesota 55449 (Grantee).

This grant is for the following Grant Programs:		
C19-1980	Bald Eagle Lake Iron-Enhanced Sand Filter	\$392,000
C19-1484	Lower Rice Creek Stabilization Project	\$568,104

Total Grant Awarded: \$960,104

Recitals

1. The Minnesota Laws of 2017, Chapter 91, Article 2, Section 7, appropriated Clean Water Funds (CWF) to the Board for the FY 2019 Clean Water Fund Competitive Grants Program.
2. The Board adopted the FY19 Clean Water Fund Implementation Program Policy and authorized the policy through Board Order #18-33.
3. The Board adopted Board Order #18-72 to allocate funds for the FY 2019 Clean Water Fund Competitive Grants Program.
4. The Grantee has submitted a BWSR approved work plan for this Program which is incorporated into this agreement by reference.
5. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant agreement to the satisfaction of the State.
6. As a condition of the grant, Grantee agrees to minimize administration costs.

Authorized Representative

The State's Authorized Representative is Marcey Westrick, Clean Water Coordinator, BWSR, 520 Lafayette Road North, Saint Paul, MN 55155, (651) 284-4153, or his/her successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services and performance provided under this Grant Agreement.

The Grantee's Authorized Representative is: **Phil Belfiori, Administrator**
 4325 Pheasant Ridge Drive NE #611
 Blaine, MN 55449-4539
 (763) 398-3070

If the Grantee's Authorized Representative changes at any time during this Grant Agreement, the Grantees must immediately notify the Board.

Grant Agreement

1. **Terms of the Grant Agreement.**
 - 1.1. **Effective date:** The date the Board obtains all required signatures under Minn. Stat. § 16B.98, Subd. 5. The State will notify the Grantee when this grant agreement has been executed. The Grantee must not begin work under this grant agreement until it is executed.
 - 1.2. **Expiration date:** December 31, 2021, or until all obligations have been satisfactorily fulfilled, whichever comes first.
 - 1.3. **Survival of Terms:** The following clauses survive the expiration date or cancellation of this Agreement: 7. Liability; 8. State Audits; 9. Government Data Practices; 11. Publicity and Endorsement; 12. Governing Law, Jurisdiction, and Venue; 14. Data Disclosure; and 19. Intellectual Property Rights.

2. **Grantee's Duties.**

The Grantee will comply with required grants management policies and procedures set forth through Minn. Stat § 16B.97, Subd. 4(a)(1). The Grantee is responsible for the specific duties for the Program as follows:

- 2.1. **Implementation:** The Grantee will implement their work plan, which is incorporated into this Agreement by reference.
- 2.2. **Reporting:** All data and information provided in a Grantee's report shall be considered public.
 - 2.2.1. The Grantee will submit an annual progress report to the Board by February 1 of each year on the status of program implementation by the Grantee. Information provided must conform to the requirements and formats set by the Board. All individual grants over \$500,000 will also require a reporting expenditure by June 30 of each year.
 - 2.2.2. The Grantee will prominently display on its website the Clean Water Legacy Logo and a link the Legislative Coordinating Commission website.
 - 2.2.3. Final Progress Report: The Grantee will submit a final progress report to the Board by February 1, 2022 or within 30 days of completion of the project, whichever occurs sooner. Information provided must conform to the requirements and formats set by the Board.
- 2.3. **Match:** The Grantee will ensure any local match requirement will be provided as stated in Grantee's approved work plan.

3. **Time.**

The Grantee must comply with all the time requirements described in this Grant Agreement. In the performance of this Grant Agreement, time is of the essence.

4. **Terms of Payment.**

- 4.1. Grant funds will be distributed in three installments: 1) The first payment of 50% will be distributed after the execution of the Grant Agreement. 2) The second payment of 40% will be distributed after the first payment of 50% has been expended and reporting requirements have been met. An eLINK Interim Financial Report that summarizes expenditures of the first 50% must be signed by the Grantee and approved by BWSR. Selected grantees may be required at this point to submit documentation of the expenditures reported on the Interim Financial Report for verification. 3) The third payment of 10% will be distributed after the grant has been fully expended and reporting requirements are met. The final, 10% payment must be requested within 30 days of the expiration date of the Grant Agreement. An eLINK Final Financial Report that summarizes final expenditures for the grant must be signed by the grantee and approved by BWSR.
- 4.2. All costs must be incurred within the grant period.
- 4.3. All incurred costs must be paid before the amount of unspent funds is determined. Unspent grant funds must be returned within 30 days of the expiration date of the Grant Agreement.
- 4.4. The obligation of the State under this Grant Agreement will not exceed the amount listed above.
- 4.5. This grant includes an advance payment of 50 percent of the grant's total amount. Advance payments allow the grantee to have adequate operating capital for start-up costs, ensure their financial commitment to landowners and contractors, and to better schedule work into the future.

5. **Conditions of Payment.**

- 5.1. All services provided by the Grantee under this Grant Agreement must be performed to the State's satisfaction, as set forth in this Agreement and in the BWSR approved work plan for this program. Compliance will be determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, State, and local laws, policies, ordinances, rules, *FY19 Clean Water Fund Implementation Program Policy*, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state or local law.
- 5.2. Minnesota Statutes §103C.401 (2018) establishes BWSR's obligation to assure program compliance. If the noncompliance is severe, or if work under the grant agreement is found by BWSR to be unsatisfactory or performed in violation of federal, state, or local law, BWSR has the authority to require the repayment of grant funds or withhold payment on grants from other programs.

6. **Assignment, Amendments, and Waiver**

- 6.1. **Assignment.** The Grantee may neither assign nor transfer any rights or obligations under this Grant Agreement without the prior consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this Grant Agreement, or their successors in office.
- 6.2. **Amendments.** Any amendments to this Grant Agreement must be in writing and will not be effective until it has been approved and executed by the same parties who approved and executed the original Grant Agreement, or their successors in office. Amendments must be executed prior to the expiration of the original agreement or any amendments thereto.
- 6.3. **Waiver.** If the State fails to enforce any provision of this Grant Agreement, that failure does not waive the provision or its right to enforce it.

7. **Liability.**

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this Grant Agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this Grant Agreement.
8. **State Audits.**

Under Minn. Stat. § 16B.98, Subd. 8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this Grant Agreement or transaction are subject to examination by the Board and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Grant Agreement, receipt and approval of all final reports, or the required period of time to satisfy all State and program retention requirements, whichever is later.

 - 8.1. The books, records, documents, accounting procedures and practices of the Grantee and its designated local units of government and contractors relevant to this grant, may be examined at any time by the Board or Board's designee and are subject to verification. The Grantee or delegated local unit of government will maintain records relating to the receipt and expenditure of grant funds.
9. **Government Data Practices.**

The Grantee and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this Grant Agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the State.
10. **Workers' Compensation.**

The Grantee certifies that it is in compliance with Minn. Stat. § 176.181, Subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.
11. **Publicity and Endorsement.**
 - 11.1. **Publicity.** Any publicity regarding the subject matter of this Grant Agreement must identify the Board as the sponsoring agency. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Grant Agreement.
 - 11.2. **Endorsement.** The Grantee must not claim that the State endorses its products or services
12. **Governing Law, Jurisdiction, and Venue.**

Minnesota law, without regard to its choice-of-law provisions, governs this Grant Agreement. Venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate State of federal court with competent jurisdiction in Ramsey County, Minnesota.
13. **Termination.**
 - 13.1. The State may cancel this Grant Agreement at any time, with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.
 - 13.2. In the event of a lawsuit, an appropriation from a Clean Water Fund is canceled to the extent that a court determines that the appropriation unconstitutionally substitutes for a traditional source of funding.
 - 13.3. The State may immediately terminate this grant contract in the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.
14. **Data Disclosure.**

Under Minn. Stat. § 270C.65, Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and State tax agencies and State personnel involved in the payment of State obligations. These identification numbers

may be used in the enforcement of federal and State tax laws which could result in action requiring the Grantee to file State tax returns and pay delinquent State tax liabilities, if any.

15. Prevailing Wage.

It is the responsibility of the Grantee or contractor to pay prevailing wage for projects that include construction work of \$25,000 or more, prevailing wage rules apply per Minn. Stat. §§177.41 through 177.44. All laborers and mechanics employed by grant recipients and subcontractors funded in whole or in part with these State funds shall be paid wages at a rate not less than those prevailing on projects of a character similar in the locality. Bid requests must state the project is subject to prevailing wage.

16. Municipal Contracting Law.

Per Minn. Stat. §471.345, grantees that are municipalities as defined in Subd. 1 of this statute must follow the Uniform Municipal Contracting Law. Supporting documentation of the bidding process utilized to contract services must be included in the Grantee's financial records, including support documentation justifying a single/sole source bid, if applicable.

17. Constitutional Compliance.

It is the responsibility of the Grantee to comply with requirements of the Minnesota Constitution regarding the use of Clean Water Funds to supplement traditional sources of funding.

18. Signage.

It is the responsibility of the Grantee to comply with requirements for project signage as provided in Minnesota Laws 2010, Chapter 361, Article 3, Section 5(b) for Clean Water Fund projects.

19. Intellectual Property Rights.

The State owns all rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents *created and paid for under this grant*. Works means all inventions, improvements, discoveries, (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Grantee, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this grant. Work includes "Documents." Documents are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Grantee, its employees, agents or subcontractors, in the performance of this grant. The Documents will be the exclusive property of the State and all such Documents must be immediately returned to the State by the Grantee upon completion or cancellation of this grant at the State's request. To the extent possible, those Works eligible for copyright protection under the United State Copyright Act will be deemed to be "works made for hire." The Grantee assigns all right, title, and interest it may have in the Works and the Documents to the State. The Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

IN WITNESS WHEREOF, the parties have caused this Grant Agreement to be duly executed intending to be bound thereby.

Approved:

Rice Creek WD

Board of Water and Soil Resources

By: Phil Belfiori
(print)
P. Belfiori
(signature)

By: [Signature]

Title: Administrator

Title: Assist. Sec. Mgr.

Date: 7/1/19

Date: 4-4-19



Grant Workplan Projects and Practices 2019

Grant Title - Bald Eagle Lake Iron-Enhanced Sand Filter
 Grant ID - C19-1980
 Organization - Rice Creek WD

Original Awarded Amount	\$392,000.00	Grant Execution Date	12/31/2021
Required Match Amount	\$98,000.00	Original Grant End Date	
Required Match %	25%	Grant Day To Day Contact	Kyle Axtell
Current Awarded Amount	\$392,000.00	Current End Date	12/31/2021

Budget Summary

	Budgeted	Spent	Balance Remaining
Total Grant Amount	\$392,000.00	\$0.00	\$392,000.00
Total Match Amount	\$98,000.00	\$0.00	\$98,000.00
Total Other Funds	\$0.00	\$0.00	\$0.00
Total	\$490,000.00	\$0.00	\$490,000.00

**Grant balance remaining is the difference between the Awarded Amount and the Spent Amount. Other values compare budgeted and spent amounts.*

Budget Details

Activity Name	Activity Category	Source Type	Source Description	Budgeted	Spent	Last Transaction Date	Matching Fund
IESF Construction	Urban Stormwater Management Practices	Current State Grant	CWF Grant	\$320,000.00			N

Activity Name	Activity Category	Source Type	Source Description	Budgeted	Spent	Last Transaction Date	Matching Fund
IESF Construction	Urban Stormwater Management Practices	Local Fund	RCWD	\$60,000.00			Y
IESF Design & Engineering	Technical/Engineering Assistance	Current State Grant	CWF Grant	\$72,000.00			N
IESF Design & Engineering	Technical/Engineering Assistance	Local Fund	RCWD	\$13,000.00			Y
IESF Education & Outreach	Education/Information	Local Fund	RCWD	\$5,000.00			Y
IESF Project Development	Project Development	Local Fund	RCWD	\$20,000.00			Y

Activity Details Summary

Activity Details	Total Action Count	Total Activity Mapped	Proposed Size / Unit	Actual Size / Unit
712M - Bioretention Basin	1	0	1 COUNT	0 COUNT

Proposed Activity Indicators

Activity Name	Indicator Name	Value & Units	Waterbody	Calculation Pool	Comments
IESF Construction	PHOSPHORUS (EST. REDUCTION)	43 LBS/YR	Bald Eagle Lake	Literature Value	RCWD Engineer calculated TP removal
IESF Construction	SEDIMENT (TSS)	1.4 TONS/YR	Bald Eagle Lake	Literature Value	RCWD Engineer calculated TSS removal

Grant Activity

Grant Activity - IESF Construction

Description	<p>This activity includes the construction of all project components proposed for the Bald Eagle Lake IESF, including the filter system, operational controls and wet pond. This project is expected to produce annual average pollutant reductions of 43 pounds of total phosphorus (TP) and 1.4 tons of total suspended sediments (TSS).</p> <p>The RCWD intends to retain the services of Houston Engineering, Inc. (HEI) as the engineer for this project. HEI serves as the District's regular consulting engineer and has experience with the design of similar systems. RCWD will serve as "Owner" for the construction contract. White Bear Township will serve in an advisory capacity as a project partner during construction. Access to the project site, and project construction itself, will all take place on property owned by White Bear Township.</p>
Category	URBAN STORMWATER MANAGEMENT PRACTICES
Has Rates and Hours?	No

Activity Action - Bald Eagle Lake IESF

Practice	712M - Bioretention Basin	Count of Activities	1
Description	Iron-Enhanced Sand Filter on RCD11; removes dissolved phosphorus from runoff flowing through Ramsey County Ditch 11 to Bald Eagle Lake.		
Proposed Size / Units	1 COUNT	Lifespan	25 Years

Grant Activity - IESF Design & Engineering	
Description	<p>This activity involves working with the District Engineer to expand upon the concept work completed by staff and in the RCD11 IESF Feasibility Recommendations Memo (August 2018). All plan development, permitting, bidding, contract management and construction oversight activities are included here. These activities will all be undertaken by the District Engineer, Houston Engineering, Inc. (HEI) under the direction of RCWD staff.</p> <p>HEI employs licensed Professional Engineers, has experience with the design of similar systems, and has successfully filled this role many times for the RCWD over the last 8+ years.</p> <p>It is known that construction of this project will exceed \$175,000 in cost. Contractor selection will be completed via a sealed, competitive bid process, consistent with MN Statute 471.345.</p>
Category	TECHNICAL/ENGINEERING ASSISTANCE
Has Rates and Hours?	No

Grant Activity - IESF Education & Outreach	
Description	<p>This activity covers the development and implementation of all public education, outreach and communication initiatives for this project including, but not limited to, neighborhood meetings, publications and installation of interpretive signage at the site.</p> <p>Activities will be carried out primarily by RCWD staff, including the Project Manager and Outreach Coordinator with assistance as needed from other project partners, including White Bear Township and the Bald Eagle Area Association.</p>
Category	EDUCATION/INFORMATION
Has Rates and Hours?	Yes

Grant Activity - IESF Project Development

Description

This activity includes all RCWD staff time devoted to the project, including grant administration and other project development activities. Consulting expenses with the District Engineer and Attorney associated with developing the project are also included here.

The RCWD will work immediately to execute an agreement with White Bear Township providing proper assurances of access for construction, operation and maintenance for this project, which will be submitted to BWSR for review prior to execution. The assurances will be executed prior to the expense of any grant funds on the project.

Kyle Axtell, RCWD Project Manager, will serve as the lead project manager for this grant.

Category

PROJECT DEVELOPMENT

Has Rates and Hours?

Yes

Grant Attachments

Document Name	Document Type	Description
2019 Competitive Grant Application	Grant Agreement	2019 Competitive Grant - Rice Creek WD
Concept Information Image	Workflow Generated	Workflow Generated - Application - 08/30/2018
RCDD11 IESF Project Agreement DRAFT	Grant	Bald Eagle Lake Iron-Enhanced Sand Filter
Work Plan	Grant	Bald Eagle Lake Iron-Enhanced Sand Filter
grantmap_22134_2018-08-24_04-14-17-PM.jpg	Workflow Generated	Workflow Generated - Work Plan - 12/19/2018
	Grant	Bald Eagle Lake Iron-Enhanced Sand Filter

Patti Walstad

From: Chad Lemmons <chadlemmons@kellyandlemmons.com>
Sent: Monday, June 3, 2019 3:07 PM
To: Patti Walstad
Subject: Rice Creek Watershed District

Patti -

SEE NEXT page

① First, the property in question consists of two parcels. One of which the Town acquired through a tax forfeiture public use deed. Before this agreement is executed you need to review that deed to make sure that the use set forth in the agreement is permitted.

② The second parcel was acquired by the EDA using redevelopment funds. According to the April 3rd email sent by Bill Short information regarding allowed use would appear in the 4 Seasons park file. That file needs to be reviewed and make sure that this is a permitted use as well. Because TIF money was used we may have to contact bond counsel to make sure that is allowable. However before we take that step lets review the 4 Seasons Park file.

Next is a question of exactly what rights is the town granting the district under this agreement. It appears that the town is either granting an easement or a license. If this is an easement it appears to be a blanket easement across both tracts. In addition, it also appears to be an exclusive easement. As an exclusive blanket easement the Town is giving up all right to use the properties for any use other than that set forth in this agreement. If the Town intends to retain any rights to use these two parcels for other purposes that needs to be included in this agreement.

Para. 4 requires the Town to cooperate with the district in obtaining all permits. You should know exactly what cooperation is required. Is it simply a case of you executing the permits or applications. Those documents should be reviewed to make sure the Town is not exposing itself to any liability.

Para. 11 the district retains all ownership and assumes all operation of maintenance obligations for the system and wet ponds.

Para. 10 states the Town and district shall cooperate in the development of operations and maintenance plans and agreements for the system in pond.

You should clarify what role the Town is to play in the maintenance of the system. If the Town does have a role then that should be set forth in the agreement.

After you have had a chance to review this please contact me.

****Please note our office has moved****

Chad D. Lemmons
Attorney at Law

MEMORANDUM



TO: FILE
FROM: PATTI WALSTAD
DATE: JUNE 12, 2019

SUBJECT: TAX FORFEIT PARCEL # 11.30.22.41.0008

The Township acquired the above parcel via a use deed in 1980. The parcel was acquired to be used for open space, park & drainage purposes; therefore the Rice Creek Watershed project is an acceptable use for this parcel.

PSW/s

MEMORANDUM

TO: FILE
FROM: PATTI
DATE: JUNE 5, 2019

2

SUBJECT: 5231 EAGLE STREET

The above parcel was purchased by the EDA in 2004 using Redevelopment Funds from TIF District 1-2 – Thermoform, which has since been decertified.

I spoke with Jenny Boulton, TIF Counsel, regarding the matter and she stated that it is permissible to use the parcel for drainage/ponding purposes as long as no park amenities are located on the parcel.

Just a side note, Jenny stated that even though the district has been decertified, the “TIF” stigma still applies.

PSW/s



**Town Board Meeting
June 17, 2019**

Agenda Number: 8E – General Business

Subject: **Temporary Liquor License** – Approve Issuance of a Temporary On-Sale Liquor License for the Senior Citizens' Night at the Ball Park at Polar Lakes Park to be Held on Wednesday, June 19, 2019, 7:00-9:00

Documentation: Staff Memo w/ attachments

Action / Motion for Consideration:

Report at Meeting / Discuss

Approve Issuance of a Temporary On-Sale Liquor License for the Senior Citizens' Night at the Ball Park at Polar Lakes Park to be Held on Wednesday, June 19, 2018, 7:00-9:00 & Waving the \$250.00 Fee **Subject to Receipt of the Liquor Liability Insurance**

Minutes
Town Board Meeting
June 4, 2018

TEMPORARY LIQUOR LICENSE – APPROVE ISSUANCE OF A TEMPORARY ON-SALE LIQUOR LICENSE FOR THE SENIOR CITIZENS' NIGHT AT THE BALL PARK AT POLAR LAKES PARK TO BE HELD ON JUNE 20, 2018, 7:00 P.M. – 9:00 P.M.: The Clerk reported that the Mount Moriah Ministries are requesting a temporary on-sale liquor license for Senior Citizens' Night at the Ball Park which is a Manitou Days event. The event is scheduled for Wednesday, June 20, 2018 and a baseball game between White Bear Township and St. Paul Highland Park will be played on Field #1 at Polar Lakes Park. The license is to be issued to Greater Mount Moriah Ministries, a religious organization that has been existence since 2011. The team has a General Liability Insurance Policy in the amount of \$2,000,000 and a liquor liability insurance policy will be obtained for the event. The applicant is requesting that the \$250.00 fee also be waived as has been the case in previous years.

Ruzek moved to approve issuance of a Temporary On-Sale Liquor License for the Senior Citizen's Night at the Ball Park at Polar Lakes Park to be held on June 20, 2018 from 7:00 p.m. – 9:00 p.m., subject to receipt of certificate of insurance. Prudhon seconded. Ayes all.

MEMORANDUM

TO: TOWN BOARD
FROM: PATTI WALSTAD
DATE: JUNE 13, 2019

SUBJECT: TEMPORARY LIQUOR LICENSE REQUEST

Dick Sand called today to state that he will be requesting approval of a temporary liquor license so that free beer may be provided to the senior citizens at the 5th Annual "Senior Citizen's Night at the Ball Park" event to be held at Polar Lakes Park. The event is part of the Manitou Days events.

Section 2-7 of Ordinance No. 32 (Liquor) states as follows:

Temporary "on-sale" licenses may be issued to a club or charitable organization, religious, or non-profit organization in existence for at least three (3) years in connection with social events within the Town, for up to three (3) days in accordance with Minnesota Statutes, Section 340A.404, Subd. 10.

The applicant is requesting that the \$250.00 fee also be waived as has been the case in previous years.

Requested Action:

- 1) Approve issuance of a temporary on-sale liquor license to Greater Mount Moriah Ministries for the June 19th event at Polar Lakes Park waiving the \$250.00 fee.
- 2) Approval subject to receipt of the liquor liability insurance listing White Bear Township as the certificate holder.

PSW/s
cc:admin/add.file
b:moriahministries19

Township Baseball

a Minnesota Non-Profit Corporation

June 3, 2019

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

Re: Senior Citizens' Night at the Ball Park

Dear Town Board:

Township Baseball and Greater Mount Moriah Ministries respectfully request that a Temporary "On-Sale" License be issued for Senior Citizens' Night at the Ball Park, a Manitou Days Event, for Wednesday, June 19, 2019. A baseball game between White Bear Township and St. Paul Highland Park will be played on Field #1 at Polar Lakes Park.

Enclosed please find a flyer describing the event. Admission is free to the public. Beer, other beverages, and food will be provided free to senior citizens in attendance. No beer, other beverages, or food will be sold at the game. As such, we are requesting that the Township waive the \$250 license fee.

The license is to be issued to Greater Mount Moriah Ministries, a religious organization that has been in existence since 2011. This request complies with the requirements of Town Ordinance No. 32, Section 2-7 and Minnesota Statutes § 340A.404, subd. 10.

The team has a General Liability Insurance Policy in the amount of \$2,000,000 and a liquor liability insurance policy will be obtained for the event.

Greater Mount Moriah Ministries, located at 1415 Girard Avenue North, Minneapolis, Minnesota, is an event participant and will be the benefactor a free-will offering by those in attendance as well as from other financial sponsors of the game. The donations will help fund its youth outreach program as well as its planned participation in the RBI (Reviving Baseball in the Inner Cities) Program.

Thank you for your consideration.

Very truly yours,

Dick Sand, General Manager
Township Baseball

Vincent Cotten, Pastor
Greater Mount Moriah Ministries

SENIOR CITIZENS' NIGHT AT THE BALLPARK

“Town Ball”

White Bear Township vs. St. Paul Highland Park
(current & former college baseball players)

When: Wednesday, June 19th at 7:00 pm

Where: Township Fields at Polar Lakes Park
1281 Hammond Road
White Bear Township

Features: *Free to all Seniors:*
Free Admission
Free Beer & Beverages
Free Food

A Manitou Days Event



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/24/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER SADLER & COMPANY, INC. P.O. BOX 5866 COLUMBIA, SOUTH CAROLINA 29250-5866		CONTACT NAME: Sports Dept PHONE (A/C, No. Ext): 800-622-7370 FAX (A/C, No): 803-256-4017 E-MAIL ADDRESS: soda@sadlersports.com PRODUCER CUSTOMER ID#:	
INSURED D/ B/ A SPORTSPLEX OPERATORS AND DEVELOPERS ASSOCIATION White Bear Township 2626 Sandterra Circle White Bear Township, MN 55110 Club #: 55351		INSURER(S) AFFORDING COVERAGE	
		INSURER A: NATIONAL CASUALTY COMPANY INSURER B: NATIONWIDE LIFE INSURANCE COMPANY INSURER C: INSURER D:	
		NAIC #	

COVERAGES **CERTIFICATE NUMBER** **REVISION NUMBER**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSD LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> <input type="checkbox"/> GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER	X		KRO0000007734200	12:01AM ET 05/22/2019	12:01AM ET 05/22/2020	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MEDICAL EXPENSES (other than participants) \$5,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE NONE PRODUCTS- COMP/ OP AGG \$2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON- OWNED AUTOS			n/a	n/a	n/a	COMBINED SINGLE LIMIT (Ea Accident) \$1,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
A	<input type="checkbox"/> SEXUAL ABUSE / MOLESTATION			n/a	n/a	n/a	EACH OCCURRENCE \$1,000,000 AGGREGATE \$2,000,000
C	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS- MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION			n/a	n/a	n/a	EACH OCCURRENCE n/a AGGREGATE
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER / MEMBER EXCLUDED? <input type="checkbox"/> (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			N/A			<input type="checkbox"/> PER STATUE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT E.L. DISEASE - EA EOMLOYEE E.L. DISEASE - POLICY LIMIT
B	PARTICIPANT ACCIDENT			BAX0000030329900-A	12:01AM ET 05/22/2019	12:01AM ET 05/22/2020	EXCESS MEDICAL \$100,000 AD&D \$5,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The General Liability policy, if included above, is part of the ERS Risk Purchasing Group Association, Inc.

RE: COVERED Team(s) - Adult - Accident & General Liability

Baseball - 1 Team(s) - [Maximum 20 players per team]

Team Names: White Bear Township

(Adult Team Accident As Part of Package: \$100,000 Excess Medical; \$5,000 Accidental Death or Dismemberment; \$500 per claim deductible; Physical Therapy & Chiropractic Visits - 5 Visits Maximum @ \$50 Per Visit; Hospitalization - Inpatient & Outpatient - \$1,000 Maximum; Surgeon's Benefits - \$2,500 Maximum; Anesthesia And Assistant Surgeon - Maximum of 25% Surgeon's Benefits; Emergency Room - \$500 Maximum; Physician Visits - \$50 Maximum Per Visit)

(Adult Team General Liability as Part of Package: \$2,000,000 Each Occurrence; \$2,000,000 Legal Liability to Participants; Waiver/ Release Recommended)

NOTE: The Participant Accident policy, if included above, is not a part of the ERS Risk Purchasing Group Association, Inc.

The certificate holder is added as an additional insured, but only with respect to the liability arising out of the operations of the insured above.

CERTIFICATE HOLDER

RELATIONSHIP:
Property Owner/ Lessor

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

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE (company A)

Scott Furbush

AUTHORIZED REPRESENTATIVE (company B)

John Sadler

Coverage is only extended to U.S. events and activities

** NOTICE TO TEXAS INSURED: The Insurer for the purchasing group may not be subject to all the insurance laws and regulations of the State of Texas.

ACORD 25 (2014/01)

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ATTACHED TO AND FORMING A PART OF POLICY NUMBER	ENDORSEMENT EFFECTIVE DATE (12:01 A.M. STANDARD TIME)	NAMED INSURED	AGENT NO.
KRO0000007734200	05/21/2019	White Bear Township	

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED OWNERS AND/ OR LESSORS OF PREMISES, SPONSORS OR CO- PROMOTERS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

The policy is amended to include as an additional Insured any person or organization of the types indicated by an "X" in any boxes shown below, but only with respect to liability arising out of your operations:

- Owners and/ or lessors of the premises leased, rented, or loaned to you, subject to the following additional exduisions:
 - a. This insurance applies only to an "occurrence" which takes place while you are a tenant in the premises;
 - b. This insurance does not apply to "bodily injury" or "property damage" resulting from structural alterations, new construction or demolition operations performed by or on behalf of the owner and/ or lessor of the premises;
 - c. This insurance does not apply to liability of the owners and/ or lessors for "bodily injury" or "property damage" arising out of any design defect or structural maintenance of the premises or loss caused by a premises defect.

With respect to any additional insured included under this policy, this insurance does not apply to any negligence of such additional insured.

- Sponsors
- Co- Promoters
- Any individual person(s) or organization(s) listed below
COACHES, OFFICIALS AND VOLUNTEERS
WHILE ACTING WITHIN THE SCOPE OF THEIR DUTIES
FOR THE INSURED.

KR- GL-56 (4-07)



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
 445 Minnesota Street, Suite 222, St. Paul, MN 55101
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555
APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE

Name of organization Greater Mount Moriah Ministries		Date organized August 9, 2011	Tax exempt number 61-1657527
Address 1415 Girard Avenue North		City Minneapolis	State MN
		Zip Code 55411	
Name of person making application Vincent Cotten, Pastor		Business phone (612) 408-3339	Home phone (612) 302-9662
Date(s) of event June 19, 2019	Type of organization <input type="checkbox"/> Microdistillery <input type="checkbox"/> Small Brewer <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input checked="" type="checkbox"/> Religious <input type="checkbox"/> Other non-profit		
Organization officer's name Vincent Cotten, Pastor	City Minneapolis	State MN	Zip Code 55411
Organization officer's name	City	State MN	Zip Code
Organization officer's name	City	State MN	Zip Code
Organization officer's name	City	State MN	Zip Code

Location where permit will be used. If an outdoor area, describe.
 Field #1, Polar Lakes Park
 1270 Hammond Road
 White Bear Township, MN 55110

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County E-mail Address
	City or County Phone Number

Signature City Clerk or County Official _____ Approved Director Alcohol and Gambling Enforcement _____

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.
PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US



CERTIFICATION OF COMPLIANCE MINNESOTA WORKER'S COMPENSATION LAW

Minnesota Statutes, Section 176.182 requires every state or local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in an activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minnesota Statutes, Section 176.181, Subd. 2, by providing the name of the insurance company, the policy number, and dates of coverage, or a permit to self-insure. **This information will be collected by the licensing agency and retained in their files.**

This information is required by law, and licenses and permits to operate a business will not be issued or renewed if it is not provided and is falsely stated and shall result in a \$2,000 penalty assessed against the employer by the Commissioner of the Department of Labor and Industry for failure to comply.

Insurance Company Name: _____
(NOT the insurance agent)

Policy #: _____

Dates of Coverage: _____ to _____

I am not required to have Workers' Compensation liability coverage because:

- I have no employees
- I am self insured (include permit to self-insure)
- I have no employees who are covered by the Workers' Compensation law
(These include spouse, parents, children and certain farm employees)

I certify that the information provided above is accurate and complete and that a valid Workers' Compensation policy will be kept in effect at all times as required by law.

Name: Cotten Vincent _____
(Last) (First) (Middle)

Doing Business As: Greater Mount Mariah Ministries (612) 408-3339
(Business name if different than your name) Phone

Business Address: 1415 Girard Avenue North

Minneapolis, MN 55411
Signature: [Signature] for Vincent Cotten Date: June 13, 2019

\$ Exempt

State of Minnesota



License No. 2019-12

County of Ramsey

1 - 4 Day Temporary "On - Sale" Liquor License

PURSUANT TO APPLICATION MADE THEREFORE, payment of a fee as established by the Town Board of the Town of White Bear and as amended from time to time, approval by resolution adopted by the Town Board at a meeting thereof, and upon investigation and satisfactory evidence of the qualification of the licensee(s) herein named to receive the same and that the place of sale hereinafter described is a proper and legal place therefore,

LICENSE IS HEREBY GRANTED TO

**Greater Mount Moriah Ministries
1415 Girard Avenue North
Minneapolis, Minnesota 55411**

for **June 19, 2019**, TO SELL INTOXICATING LIQUORS as defined by law AT RETAIL ONLY FOR CONSUMPTION AT THE TOWNSHIP DAY EVENT located at Polar Lakes Park, 1283 Hammond Road and IN THE MUNICIPALITY OF White Bear Township, Ramsey County, Minnesota; subject, however, to the laws of the United States, the laws of the State of Minnesota, the regulations and ordinances of the Town of White Bear, and the rules and regulations of the LIQUOR CONTROL COMMISSIONER, relating to the sale and distribution of intoxicating liquors, hereby made part hereof, and subject to revocation according to law for violation thereof.

This license is non-transferable except by authority of the Town Board of the Town of White Bear, Ramsey County, Minnesota.

WITNESS THE GOVERNING BODY OF THE TOWN OF WHITE BEAR and the official seal thereof on this **17th** day of **June, 2019**.

ATTEST: *PATRICK CHRISTOPHERSON, Town Clerk-Treasurer*

SIGNATURE:



**Town Board Meeting
June 17, 2019**

Agenda Number: **8F – General Business**

Subject: **Solicitor License Request - Topline Construction Firm, Inc.**

Documentation: Staff Memo w/attachments

Action / Motion for Consideration:

Report at Meeting / Discuss

Authorize Issuance of a Solicitor's License to Window Concepts of Minnesota, Inc. 291 Eva Street, Minnesota, subject to the following:

1. Only the following individuals are granted permission to solicit under this License:

Hilario Peinado Kristen Lippert

2. Hours of solicitation shall only be:

Monday-Saturday 9:00 a.m. - 8:00 p.m. (most allowed by Ordinance)
No Sundays

3. No solicitation shall be allowed on property displaying a sign stating "No Peddlers, Solicitors or Transit Merchants" or a comparable statement.

MEMORANDUM

TO: TOWN BOARD
FROM: PATTI WALSTAD
DATE: JUNE 12, 2019

SUBJECT: SOLICITOR LICENSE REQUEST

Topline Construction Firm Inc., 3426 Owasso Street, Shoreview, Minnesota, has submitted a request for a 30-day solicitor's license in White Bear Township. (The applicants reside in White Bear Township.)

Ordinance No. 37 sets forth the procedures that need to be followed for issuance of a solicitor/peddler license. It states:

Determine type of license needed:

Topline Construction Firm Inc. falls under the definition of "solicitor" as stated in the Ordinance:

"SOLICITOR. A person who goes from house-to-house, door-to-door, business-to-business, street-to-street, or any other type of place-to-place, for the purpose of obtaining or attempting to obtain orders for goods, ware, products, merchandise, other personal property or services of which he or she may be carrying or transporting samples, or that may be described in a catalog or by other means, and for which delivery or performance shall occur at a later time. The absence of samples or catalogs shall not remove a person from the scope of this provision if the actual purpose of the person's activity is to obtain or attempt to obtain orders as discussed above."

License application form and completed Releases from all prospective solicitors must be received.

The applicant has completed the License Application and submitted it to the Town along with signed Releases from each individual who will be soliciting.

Applicant shall show proof of County license if applicable (transient merchant only).

N/A

Payment of Fee.

The applicant has paid the \$35.00 license fee as set forth in Ordinance No. 54 (Fees & Charges).

Background Check.

I expect to receive the background checks prior to the meeting.

Other Community Soliciting.

I contacted the City of White Bear Lake where they have a solicitor permit to see if any complaints were received and there were none received.

Requested Action:

Authorize issuance of a Solicitor's License to Topline Construction Firm Inc., 3426 Owasso Street, Shoreview, Minnesota, subject to the following:

1. Only the following individuals are granted permission to solicit under this License:

Hilario Peinado Kristen Lippert
2. Hours of solicitation shall only be:

9:00 a.m. – 8:00 p.m. (most allowed by ordinance)
Monday-Saturday (No Sundays)
3. No solicitation shall be allowed on property displaying a sign stating "No Peddlers, Solicitors or Transit Merchants" or a comparable statement.

PSW/s
cc:admin.file
b:2019topline



LICENSE APPLICATION

Application for: _____ Peddler License
_____ X Solicitor License
_____ Transient Merchant License

X Initial Application OR _____ Renewal Application

Dates you intend to conduct in the Town of White Bear: ongoing (I live here & would like to gear most of my work up to being closer to home).
Number of days you will conduct business in the Town: ongoing (in down time)

APPLICANT
Kristen Lippert
Full Legal Name

Any other names/aliases under which you conduct business or officially answer

Driver's License or MN I.D. Number _____

Physical Description:

HEI Eye Color blond Hair Color 5'5" Height 135' Weight

2360 Hoxie Ave. WBL township MN 55110
Permanent Residence Address Residence Telephone Number

Circle one:

I have/have not been convicted within the last five years of a felony, gross misdemeanor, or misdemeanor for violation of any state or federal statute or any local ordinance (other than misdemeanor traffic offenses).

VEHICLE INFORMATION (Please include information for all vehicles to be used in conjunction with the license)

Hyundai Santa Fe 2018
Make Model Year
Silver BFC-320 _____
Color License Plate Number/State Vehicle Identification Number

APPLICANT'S BUSINESS INFORMATION

Topline Construction Firm 3426 Owasso St. Shoreview SS126
Business Name Address Telephone Number
N/A }
Minnesota Sales Tax I.D. Number

A Minnesota Sales Tax ID Number can be obtained through the Minnesota Department of Revenue at 651- 282-5225.

Full legal name of any and all business organizations owned, managed or operated by you or for which you are an employee or agent: Topline Construction Firm

Any and all address(es) and telephone numbers where you can be reached while conducting business in the Town, including a location if you are a transient merchant and intend to set up business: 612-990-8778

Home address or business address

Type of business to be conducted and/or items to be sold (attach an additional sheet if necessary): Roofing / Gutters

Description of how and where the business is to be conducted: primarily fliers in newspaper boxes or doorhangers.

Proposed hours/days of operation: mon - Fri

List all other individuals to be covered by the license or all individuals accompanying you while conducting the business place-to-place: _____

(Jose) Hilario Peinado

~~Pamela~~ (maybe)

~~John Eppert~~ (maybe)

Please list the three most recent townships and/or cities where you have conducted business as a peddler, solicitor or transient merchant: White Bear Lake &

Fridley

If you are applying for a transient merchant license, please attach written permission from the property owner or the property owner's agent for any property to be used by your business to this Application.

Additional Vehicles:

* 2014 Chevy Silverado white

143-LSJ
1GCRCPFH8E2296359

* 2015 Chevy Silverado white

1GCRCPFH2FZ267554

264-TUZ



**Town Board Meeting
June 17, 2019**

Agenda Number: 9 – 10- 11 - 12

Subject: Added Agenda Items
Open Time

Receipt of Agenda Materials & Supplements
Adjournment

Action / Motion for Consideration:

Added Agenda Items
Open Time

Receive All Agenda Materials & Supplements for Tonight's Meeting
Adjourn Meeting