



WHITE BEAR TOWNSHIP

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RAMSEY COUNTY
MINNESOTA

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

AGENDA EXECUTIVE MEETING AUGUST 23, 2019

1. **11:00 a.m.** Call Meeting to Order at Administrative Office Conference Room, 1281 Hammond Road.
2. Approval of Agenda (Additions/Deletions).
3. Approval of July 26, 2019 Minutes (Additions/Deletions).
4. Pavement Management Program – Update.
5. Manganese – Update.
6. I & I – Update.
7. Water Tower Painting – Update.
8. Water Meter – Update.
9. Utility Rate Changes – Review.

1:00 Auditor Presentation

10. 2020 – 2029 CIP.
11. Proposed 2020 Budget.
12. Preliminary 2020 Tax Levy.
13. Public Works Director Report.
14. Code Enforcement Officer / Building Inspector Report.
 - a. 5281 East County Line – Grading Concerns.
 - b. 2105 Stillwater Street – Update.
 - c. 5456 Township Drive.
 - d. 5405 Township Drive.
15. Clerk-Treasurer Report:
 - a. DNR Groundwater Management – Update.
 - b. Cell Tower Lease Buyout.

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.



- c. Water Gremlin – Update.
- d. December Executive Meeting Date – Consider Changing Date.

- 16. Open Time.
- 17. Added Agenda Items.
- 18. Receipt of Agenda Materials/Supplements.
- 19. Adjournment.

White Bear Township's

Mission:

To provide White Bear Township residents, businesses and visitors with reliable, high quality municipal services while serving as open and responsible stewards of the public trust.



**Town Board Executive Meeting
August 23, 2019**

Agenda Number:

1 – 2 - 3

Subject:

Approval of August 23, 2019 Agenda
Approval of July 26, 2019 Minutes

Documentation:

August 23, 2019 Agenda
July 26, 2019 Minutes

Action / Motion for Consideration:

Call meeting to order:

Approval of Agenda:

Approval of Minutes:

August 23, 2019 (additions/deletions)

July 26, 2019 (additions/deletions)

**MINUTES
TOWN BOARD EXECUTIVE MEETING
JULY 26, 2019**

The meeting was called to order at 11:00 a.m.

Present: Supervisors: Prudhon, Ruzek, McCune; Clerk: Christopherson; Attorney: Lemmons; Public Works Director: Reed; Planner: Riedesel; Engineers: Nessler, Poppler, and Studenski; Finance Officer: Kelly; Guest: Kermes.

Absent: Attorney: Kelly; with notice.

APPROVAL OF AGENDA (Additions/Deletions): McCune moved approval of the agenda as submitted with the added agenda items: 14D) Water Gremlin – Update; 16A) Labor Day – Reschedule; 16B) Town Hall Signs – Update; 16C) Met Council – Discussion; 16D) Benson Bay Public Access – Discussion; 16E) October Town Board Executive Meeting – Reschedule. Ruzek seconded. Ayes all.

APPROVAL OF MINUTES OF JUNE 21, 2019: Ruzek moved approval of the June 21, 2019 meeting minutes, with noting a few corrections to Lori Christensen, explained more thoroughly in “Open Time”. McCune seconded. Ayes all.

11:05 AMY WAZLAWIK: Wazlawik was present to answer some questions and discuss the work that has been accomplished this legislative session. It was noted that even with the breakdown of parties, the Minnesota legislature has passed bills and got things done. She explained some recent items that have come to fruition, like the **hands free cell phone bill** on August 1, **licensing assisted living associations**, obtaining **additional funding for schools**.

There was some discussion of **Water Gremlin**. Wazlawik summarized the history of the legislative session determining whether or not to ban TCE, but in the end decided to get more research accomplished. There was discussion of the fines Water Gremlin paid, and she stated that instead of the funds being used for affected communities in the NE Metro area, the funds were placed into the state-wide environmental fund. The Town Attorney noted that the Town can only control or authorize zoning and variances regarding Water Gremlin, they cannot remove them or zone them out of the Township.

The main reason why the Board wanted Wazlawik present was to learn how best to navigate requirements of **LGA (Local Government Aid)** and how to fix the disparities at the state level. Cities all receive funding from the state based on data plugged into a formula in a spreadsheet. Staff wants the state to look at the formula because there is no funding for “urban townships” as White Bear Township is the only one in the state. Out of 1,800 townships in the state, White Bear Township has the largest population, even bigger than many of the surrounding “cities”. White Bear Lake, for example, receives \$1.7 Million in LGA, while the Township receives \$15.

Retired Town Board Chair Bob Kermes was present to discuss this agenda item with Wazlawik, as he knows the most about the subject. It was noted that 35-40% of the \$500 million LGA funds go to 5 cities in Minnesota, while \$10 Million is spread out among 1,800 townships. North St. Paul is considered a city but is run like the Township and gets about \$1.7 Million in LGA.

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JULY 26, 2019

It was the consensus that Wazlawik would be in contact with staff and look into the ways the state could lessen the Town's financial burden for its residents in the form of LGA by starting with the formula. In the case that she is unable to change the formula, she asked what other options are on the table. The options noted were: the Town could convert to a city, but that would be expensive, the Town doesn't have the staff for upkeep, and there would be other harmful repercussions; since the Town cannot dissolve the term "urban township", the only other option is to pass the financial need off to the residents in taxes. It was noted that that is what the Town will have to end up doing because the Met Council has these mandates for infrastructure that the Township cannot otherwise afford without higher taxes for residents or LGA.

Kermes noted that the Township is justified to request a review of starting the process in determining the correct LGA formula. With the approval of the Town Board, Kermes will work with Wazlawik. It was the consensus that Kermes should work with Wazlawik, as he has the most knowledge on the subject.

There was discussion on past legislative sessions stating that they will look into it but they never fixed this problem the Township faces. The Township also does not get municipal state aid for gas, among other state subsidized aid distributions.

PAVEMENT MANAGEMENT PROGRAM – ASSESSMENT DISCUSSION – FUTURE YEAR

PROJECT IMPACTS: Assessment Discussion: The Town Engineer summarized that the 2019 bids were accepted at the July 15th Town Board Meeting. He reported on the data then input into a spreadsheet to see how it affects funding sources. Next he explained how he broke down the funds throughout the utility funds. He noted that the Township's bonding price went down \$40,000 due to an over counting error. The next step is construction.

Coming up there is an assessment hearing in October. There was discussion on assessing by neighborhood to lighten the load more on some neighborhoods that have just mill and overlays, verses those that have mill and overlay, curbing and gutter work.

There was discussion on any residents trying to find legal gain over the work being done.

The Town Attorney stated as long as the Township can justify the assessment, it is safe. It was noted that these street improvements will also increase home value.

Future Year Project Impacts: The Town Engineer went over the table laid out on page 11 of the packet. The highlighted area shows 2020 projects. The Town Engineer stated that he wants to get all the projects lined up to notify residents which year their work will be done and not to do certain work themselves that may be jeopardized in the event of the road repairs. Poppler noted that he will walk through Gilfillan Court concerns with the contractor to ensure the best possible outcome. There will be no warranties.

MANGANESE DISCUSSION: TKDA Engineer Dan Nessler was present to address the new health based guidelines the Minnesota Department of Health is implementing. The new guideline regarding manganese is 100 micrograms per liter. Most Township wells have 97 to 147 micrograms per liter. The Township was the first community to be tested, and since first being tested, has regularly mixed water in well 5 to ensure consistently low manganese levels. As of June 20th, all wells are under 100 micrograms per liter, however, mixing the water regularly costs

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JULY 26, 2019**

Public Works staff time and money they could be using elsewhere. It has been costing about a fifth of the work week, plus the well may soon be overrun and break down, Public Works has been going through much more chlorine and cylinders to keep well 5 pumping at this rate. It is a lot of work to maintain, but is not sustainable, meeting a goal but it's coming at a cost.

There were discussions on surrounding neighbors, but since the Township was the first to be spontaneously tested. There was discussion on what short and long term options are available. Putting in a bigger pump and a bigger motor in well 5 over the winter when less water is being used seemed to be the most effective. Nessler also stated that updating the SCADA system can help take a load off of staff. The cost of the pump and motor, plus the upgrading of the electrical system, the Township is looking at between \$60,000 and \$75,000 worth of project. The Water Fund would meet this need.

It was the consensus that the Town Engineers will lay out a list of things to do and get numbers by next month on this discussion.

I & I – UPDATE: The Town Engineer reported that The Public Works Director is working on the flow reading and progress is moving forward. Reed will discuss more in the Public Works Director's Report. It was noted that there will be discussion about adding the City of Birchwood to the Township's I & I project. The Town Attorney stated that before adding Birchwood, before any flow enters the Township's system, Birchwood will first have to certifiably seal their system and Birchwood's pipes may also need to be televised depending. There was discussion on commercial verses residential piping and how typically the Township doesn't need to televise residential pipes. With Birchwood's 13 units, less than 3% of the Township's units, the Town Attorney also wants to makes sure the Township will not be charged by the Met Council for the addition of units. The Town Attorney wants staff to monitor and weigh the cost of adding Birchwood: cost of flow meter, installation, maintaining, and supervision all adds up in hours for Public Works. It was the consensus that the Town Attorney will look at the language of this and any future I & I additions.

WATER TOWER PAINTING – UPDATE: The Town Engineer explained that the contractor was scheduled to start work Monday, July 8th, but they haven't started yet because they are behind schedule. The team will be staying in a hotel and is scheduled to now work 7 days per week. The team has moved stuff in and should be able to start in 2 weeks or so. There was discussion on possible benefits to the Township: getting to use the tower longer in the summer, possibility of having to pay less with penalty fees. There was discussion on the time frame and it was the consensus that the tower should be painted by fall still. The late fee is \$350 per day the Township could save, but there was discussion on the possibility of a team leaving a project they won't profit on if they are too far behind schedule, which would put the Township in a difficult position. There will be negotiations on any discounts the Town will receive regarding the late completion of this project.

WATER METER – UPDATE: The Public Works Director reported that the letter to residents regarding the water meter replacements and installations have been drafted, submitted, and mailed out. Two weeks in and only 300 meters have been installed so far, while usually this company installs 300 meters per week. The loss is due to residents not scheduling. There was

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TOWN BOARD EXECUTIVE MEETING
JULY 26, 2019

discussion on notices being more strict, as the majority of those 300 meters were installed just by knocking on doors, not by the resident making the appointments. If it continues this way it will not get done. It was the consensus that staff will publish news of the imminent need to get this project done in every platform and media the Township has access to, including *News and Views*, the Town's website, Facebook, etc. The three precautions the Township is taking are: notices going out to residents soon, publishing information about the fine on the website, and printing something in the utility bill next month. There will be more to discuss on the progression of this project at the August Town Board Executive Meeting.

11:45 – CHRIS HNIKER: Chris Hiniker was present to discuss trails along heavily travelled roads and to revisit the one-way discussion. He gave a brief history of the consideration and how to potentially avoid controversy with this topic. He discussed H2 to Bald Eagle being done this year. With the road improvement it could accommodate two 8-10 foot lanes, plus 8 more feet of shoulder. There was discussion over the boulevards once the County repairs the roads, whether the Township should make the boulevard a one-way or leave it as a two-way. Hiniker's point was to have the Town Board think about how to compromise in order to accomplish safety collectively.

Hiniker discussed a survey that was done by volunteers door-knocking. The forms were given to staff in a packet that is not in the agenda packet. It was noted that the Board could just keep it a two-way so that future generations could change the Boulevard. Hiniker brought up a traffic study for schools and that study will be taken into consideration. There was discussion of the concerns of space around Bald Eagle Boulevard, not so much speed.

STABLE PROPERTY – PROPERTY DELINEATION: The Town Planner reported that the appraisal has been sent to Rice Creek Watershed District and that they will put together a report on wetland delineation as it needs to be updated. The addition of this review and report is an additional \$1,700, but it was noted that it needs to be done. It was the consensus that it will be on the docket for the next Town Board Meeting for Town Board approval.

PUBLIC WORKS DIRECTOR REPORT: The Public Works Director reviewed the Public Works Department Activity Report for the month of July. Public Works and TKDA are working with the contractor, Lametti and Sons, to resolve an issue with Pump #1 of **Lift Station #10**. **Lift Station #9** work is starting in August, but can't start until permits are set with Ramsey County. The TKDA intern will be locating **stormwater assets** with the new GPS unit in August. **Storm Water Program:** There was continuing discussion on this due to the amount of work that needs to be completed over the next 5 to 10 years. Public Works Staff will end up coming up with a type of Water System Improvement Plan also due to the pumps and water in the aquifers, planning a long-term solution not just a short-term fix.

Emergency Generator for Administration & Public Works Buildings: There was discussion of the need for a backup generator for the Administration and Public Works Building for emergency situations. It was noted that the Township may be eligible for FEMA aid. The Public Works Director wants to check prices and perform a preliminary study before any quotes are brought to the Town Board. There was discussion on the advantages and disadvantages of having the backup generators on the inside or the outside of the building. It was noted that if

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Ramsey County Sheriff's Department had an outpost there, it would be a good idea to have a backup generator. It was the Board's consensus to move into 2020 with a plan in action regarding the backup generator. More updates to follow at the August Town Board Executive Meeting.

Southwest Area Watermain Interconnect: An interconnect for area south of TH 96 with the City of White Bear Lake's water system is going to be proposed to the Town Board in 2019. The Town Engineer and Public Works Director will need to visit the possible interconnect locations to determine which is the most feasible. The Town Engineer and the Public Works Director narrowed down the area by the townhomes near Topline.

CODE ENFORCEMENT OFFICER – BUILDING INSPECTOR ITEMS: 5456 / 5405 Township Drive: The Town Building Inspector reported a brief history of these properties and the progress that has been made. Both instances from the June Executive Meeting were discussed as there haven't been any complaints since, but the Town wants to be proactive in completely solving the issues and that takes compliance of the owner or renters. The abatement order that is included in the packet was discussed. The property owner complied.

5211 Division: The Town Building Inspector discussed the history of this property and the progress that has been made. There was discussion of the vehicles that were outside the property, as well as the owners cleaning up the exterior as several loads of debris had been disposed of. There is no ordinance on the number of vehicles that a resident can have. The Township will be reviewing ordinances this fall.

There was also discussion of a property on Stillwater Street that has a unique situation, and the property is in need of condemnation and deconstruction. It was the consensus that this case should be presented at a Town Board Meeting to have a Public Hearing. The Town Attorney will send an outline of procedure to Mike Johnson.

CLERK-TREASURER REPORT: DNR Groundwater Management – Update: The Town Attorney reported that the State, Town, and City have filed a response for appeal to the Supreme Court. The Supreme Court has agreed to hear the response and so now there is a schedule for file briefing. There won't be any formal notice by the Court until early 2020. There was discussion on the possibilities based on the decision from the MN Supreme Court. It was noticed that any review of the permits will be tabled until then.

Consent Agenda: The Town Clerk reported that not all communities read aloud the Consent Agendas at Town Board meetings, and that it is perfectly justified and legal to just pass it. He wanted to know the Board's opinion, as this could be a time saver. Sometimes there are only a few items on the Consent Agenda, while sometimes the list is a page long. It was noted that if there was something the Town Board did want to discuss, they could just pull it out and discuss, while passing everything else. It was the consensus that the Town Board will implement passing the Consent Agenda this way, only discussing pulled items at length if need be.

Clean-Up Day – Discussion: The Town Clerk reported that the numbers are in, though the Republic didn't get the exact numbers to him. The Township doesn't have specific data on the

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gross tonnage for Clean-Up Day 2016, 2017, or 2018, but in 2015 the Town collected 45 tons, while this year the Town collected 74 tons. This seems like a large increase. There was discussion on how best to proceed for the 2020 Clean-Up Day. There was discussion on limiting trips, collecting utility bills to ensure Township residents. It was the consensus that the Board will have the Utility Commission look at the numbers, discuss, and bring a recommendation back to the Board. There was also discussion of logistics, whether or not there should be multiple locations on the same day to cut down on traffic and wait time. It was noted that information regarding the Ramsey County Recycling Center should be publicized more, perhaps that would help cut down on the financial burden of Clean-Up Day to the Township.

Heritage Hall Back-Drop: The Town Clerk went over some ideas for replacing the setup for the Heritage Hall Back-Drop for Town Board meetings. He will have photos at the next Town Board meeting, he just wanted to give the Board notice ahead of time. There will be staff recommendations and discussion of the table cloths too.

Water Gremlin – Update: There was some discussion of Water Gremlin. Earlier in the meeting, Wazlawik summarized the history of the legislative session determining whether or not to ban TCE, but in the end decided to get more research accomplished. There was discussion of the fines Water Gremlin paid, and she stated that instead of the funds being used for affected communities in the NE Metro area, the funds were placed into the state-wide environmental fund. The Town Attorney noted that the Town can only control or authorize zoning and variances regarding Water Gremlin, they cannot remove them or zone them out of the Township.

OPEN TIME: Lori Christensen was present to dispute the Town Board Executive Meeting Minutes from June and the letter that the Town Attorney had sent her. She had found a couple discrepancies in both documents. However, the Town can only respond to the information given. The correction and addition to the July's Meeting Minutes include removing "restraining order" and implementing "mutual arbitration" in all three locations. There was more discussion regarding the topics Christensen brought up at the June Executive Meeting. It was noted that the Town's Building Inspector had talked with the neighbors. The Town Attorney talked with the Town's Building Inspector and the fence does conform to the Town's Ordinance. There was discussion of next steps. The Building Inspector will talk with the neighbors again about the grass. It was also the consensus that the Town Attorney will write a letter to Christensen's neighbors and copy her on it.

LABOR DAY – RESCHEDULE: The first Town Board Meeting of September falls on the 2nd, which is Labor Day. Because of this it was the Board's decision to move the meeting to Wednesday of that week, September 4th, 2019.

TOWN HALL SIGNS – UPDATE: The Town Planner recapped the July 18th Park Board Meeting where Sarah from the WBL Historical Society proposed two signs for their consideration. The Park Board approved option B, so it will be added to the Town Board Meeting Agenda Packet on Monday, August 5th. The goal is to finish these signs before Township Day.

METROPOLITAN COUNCIL WATER REBATE PROGRAM – CONSIDER APPLYING FOR GRANT FUNDS: There was discussion of the annual water rebate program that the Met Council

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JULY 26, 2019

provides every year. It was noted that it is beneficial for the residents. This agenda item will be placed on the August 5th Town Board Meeting under Consent Agenda.

BENSON BAY PUBLIC ACCESS: The Town Attorney gave a brief summary of the petition from the neighbors to restrict public cases at Benson Bay. It was noted that this is not something the Town Board needs to take action on right away, especially since not all the information is available. Rather, it is something to just be informed of. There was discussion and consensus of having the Park Board look at this agenda item. It was noted that just because an easement is public access doesn't mean the Town needs to maintain it. The Town planner will get input from other communities.

OCTOBER TOWN BOARD EXECUTIVE MEETING – RESCHEDULE: The rescheduling of the October Executive Meeting was discussed due to a conflict of one of the Board Members. It was the consensus that the meeting will be held the previous Friday, October 18th, 2019, instead of Friday, October 25th, 2019.

RECEIPT OF AGENDA MATERIALS / SUPPLEMENTS: McCune moved to receive all of the agenda materials and supplements for today's meeting. Ruzek seconded. Ayes all. Ruzek moved to adjourn the meeting at 3:23 p.m. McCune seconded. Ayes all.

Respectfully Submitted,

Megan R. Cavanaugh
Recording Secretary



Town Board Executive Meeting August 23, 2019

Agenda Number: 4

Subject: Pavement Management Program - Update

Documentation: None

Action / Motion for Consideration:

Report at Meeting / Discuss

Minutes
Town Board Meeting
July 26, 2019

PAVEMENT MANAGEMENT PROGRAM – ASSESSMENT DISCUSSION – FUTURE YEAR

PROJECT IMPACTS: Assessment Discussion: The Town Engineer summarized that the 2019 bids were accepted at the July 15th Town Board Meeting. He reported on the data then input into a spreadsheet to see how it affects funding sources. Next he explained how he broke down the funds throughout the utility funds. He noted that the Township's bonding price went down \$40,000 due to an over counting error. The next step is construction.

Coming up there is an assessment hearing in October. There was discussion on assessing by neighborhood to lighten the load more on some neighborhoods that have just mill and overlays, verses those that have mill and overlay, curbing and gutter work.

There was discussion on any residents trying to find legal gain over the work being done.

The Town Attorney stated as long as the Township can justify the assessment, it is safe. It was noted that these street improvements will also increase home value.

Future Year Project Impacts: The Town Engineer went over the table laid out on page 11 of the packet. The highlighted area shows 2020 projects. The Town Engineer stated that he wants to get all the projects lined up to notify residents which year their work will be done and not to do certain work themselves that may be jeopardized in the event of the road repairs. Poppler noted that he will walk through Gilfillan Court concerns with the contractor to ensure the best possible outcome. There will be no warranties.



Town Board Executive Meeting August 23, 2019

Agenda Number: 5

Subject: Manganese - Update

Documentation: None

Action / Motion for Consideration:

Report at Meeting / Discuss

Minutes
Executive meeting
July 26, 2019

MANGANESE DISCUSSION: TKDA Engineer Dan Nessler was present to address the new health based guidelines the Minnesota Department of Health is implementing. The new guideline regarding manganese is 100 micrograms per liter. Most Township wells have 97 to 147 micrograms per liter. The Township was the first community to be tested, and since first being tested, has regularly mixed water in well 5 to ensure consistently low manganese levels. As of June 20th, all wells are under 100 micrograms per liter, however, mixing the water regularly costs Public Works staff time and money they could be using elsewhere. It has been costing about a fifth of the work week, plus the well may soon be overrun and break down, Public Works has been going through much more chlorine and cylinders to keep well 5 pumping at this rate. It is a lot of work to maintain, but is not sustainable, meeting a goal but it's coming at a cost.

There were discussions on surrounding neighbors, but since the Township was the first to be spontaneously tested. There was discussion on what short and long term options are available. Putting in a bigger pump and a bigger motor in well 5 over the winter when less water is being used seemed to be the most effective. Nessler also stated that updating the SCADA system can help take a load off of staff. The cost of the pump and motor, plus the upgrading of the electrical system, the Township is looking at between \$60,000 and \$75,000 worth of project. The Water Fund would meet this need.

It was the consensus that the Town Engineers will lay out a list of things to do and get numbers by next month on this discussion.



Town Board Executive Meeting August 23, 2019

Agenda Number: 6

Subject: I & I - Update

Documentation: None

Action / Motion for Consideration:

Report at Meeting / Discuss

Minutes
Executive Meeting
July 26, 2019

I & I – UPDATE: The Town Engineer reported that The Public Works Director is working on the flow reading and progress is moving forward. Reed will discuss more in the Public Works Director's Report. It was noted that there will be discussion about adding the City of Birchwood to the Township's I & I project. The Town Attorney stated that before adding Birchwood, before any flow enters the Township's system, Birchwood will first have to certifiably seal their system and Birchwood's pipes may also need to be televised depending. There was discussion on commercial verses residential piping and how typically the Township doesn't need to televise residential pipes. With Birchwood's 13 units, less than 3% of the Township's units, the Town Attorney also wants to makes sure the Township will not be charged by the Met Council for the addition of units. The Town Attorney wants staff to monitor and weigh the cost of adding Birchwood: cost of flow meter, installation, maintaining, and supervision all adds up in hours for Public Works. It was the consensus that the Town Attorney will look at the language of this and any future I & I additions.



Town Board Executive Meeting August 23, 2019

Agenda Number: 7

Subject: Water Tower Painting - Update

Documentation: None

Action / Motion for Consideration:

Town Engineer Report at Meeting / Discuss

Minutes
Executive Meeting
July 26, 2019

WATER TOWER PAINTING – UPDATE: The Town Engineer explained that the contractor was scheduled to start work Monday, July 8th, but they haven't started yet because they are behind schedule. The team will be staying in a hotel and is scheduled to now work 7 days per week. The team has moved stuff in and should be able to start in 2 weeks or so. There was discussion on possible benefits to the Township: getting to use the tower longer in the summer, possibility of having to pay less with penalty fees. There was discussion on the time frame and it was the consensus that the tower should be painted by fall still. The late fee is \$350 per day the Township could save, but there was discussion on the possibility of a team leaving a project they won't profit on if they are too far behind schedule, which would put the Township in a difficult position. There will be negotiations on any discounts the Town will receive regarding the late completion of this project.



Town Board Executive Meeting August 23, 2019

Agenda Number: 8

Subject: Water Meter - Update

Documentation: None

Action / Motion for Consideration:

Report at Meeting / Discuss

Minutes
Executive Meeting
July 26, 2019

WATER METER – UPDATE: The Public Works Director reported that the letter to residents regarding the water meter replacements and installations have been drafted, submitted, and mailed out. Two weeks in and only 300 meters have been installed so far, while usually this company installs 300 meters per week. The loss is due to residents not scheduling. There was discussion on notices being more strict, as the majority of those 300 meters were installed just by knocking on doors, not by the resident making the appointments. If it continues this way it will not get done. It was the consensus that staff will publish news of the imminent need to get this project done in every platform and media the Township has access to, including *News and Views*, the Town's website, Facebook, etc. The three precautions the Township is taking are: notices going out to residents soon, publishing information about the fine on the website, and printing something in the utility bill next month. There will be more to discuss on the progression of this project at the August Town Board Executive Meeting.



Town Board Executive Meeting August 23, 2019

Agenda Number: 9

Subject: Utility Rate Changes

Documentation: Finance Officer Memo w/attachments

Action / Motion for Consideration:

Report at Meeting / Discuss

Minutes
Utility Commission
July 17, 2019

UTILITY RATE CHANGES – DISCUSSION: The Town Finance Officer and Finance Analyst were present to discuss the projected utility rate changes. Kelly explained that every year he puts together the utility rate changes projecting future goals and expenses that come up. The Town Board wants the projected budget to cover 100% of the expenses and 75% of depreciation. With the implementation of the new meters, Kelly reduced water usage by 8%.

The sewer rates are based on water usage and separated by interior and exterior usage. Personnel and benefits, include staff wages and benefits, etc. increased those items by 7% as the union contract has a 2% cost of living increase on January 1st and 1 ½ on July 1st. It was noted that the budget projects health insurance increases by 7 to 15% each year. He used the Capital Improvement Plan to show the most recent funds available, explaining that the Town will use bonding for the next 10 years to pay for improvements listed in the pavement management plan. This is shown under "Estimated New Debt".

There was discussion on the Sewer Fund and how the spreadsheet shows a little bit of a negative balance. Kelly explained that if there is a negative balance it will be balanced by 2020. As money goes out for repair and people pay their assessments for the sewer lining project in the next year or two for those repairs, the money will be replenished.

On page 28 the boxed areas are the proposed rates going forward. There was discussion on the reduced rate of 8%. There was discussion of the new water meters and whether or not the Town is confident that these meters will read the water rates more efficiently. It was the consensus that with the newer technology, these meters will read more efficiently, and therefore the 8% reduction is accurate, though the Town has enough cash to absorb any potential change in the new meter reading

rates. A question was brought up of the stormwater fund spending \$360,000 annually including salaries of those working with stormwater. The Finance Officer explained that the Public Works department fills out the timesheets with which area they worked in and the funds for the salaries are pulled from those areas. It was noted that Public Works spends about 10% of its time on stormwater and it has increased in the last couple years.

There was discussion on the “no irrigation ban” because of last year’s lawsuit.

Page 39 shows what residents will see on bills and there was some discussion on why high users’ costs are going down while low users’ costs are going up. It was the consensus that that should be reevaluated. Other than this item, it was the consensus that the proposed utility rate changes look good.

Fredericks recommended the Town Board to accept the Finance Officer’s proposed utility rate plans. Bernstein seconded. Ayes all.

6B. Consideration of Utility Rate Increase. (TK)

Annually, the Utility Commission reviews the Town’s utility rates. The goal of the Town’s utility rates is to cover 100% of operation costs and 75% of depreciation. Cash balances of each fund may increase or decrease from one year to the next based on improvement projects funded by each fund. Attached are rate projections for the next ten years.

The following assumption were made in projecting the rates and funds cash flows:

- March 2018 through March 2019, water usage less 8% was used to estimate water consumption for the next year.
 - An 8% decrease in water usage was estimated for the water meter replacements, which should provide readings that are more accurate.
 - Current meters are reading high.
- Sewer rates based on January to March 2019, water usage less 8%.
- Personnel services, which includes wages and benefits, was increased 7%.
- Supplies and Other Services & Charges increased 3%.
- Improvements listed in the cash flow were provided from the Town’s 2019 to 2028 Capital Improvement Plan (most current plan).
- Estimated new debt is the funds share of improvements estimated in the Town’s 10-year pavement management plan and anticipates the Town issuing debt for these projects.
 - Debt payment is estimated using an estimated 2019 debt issue amount and adjusting amount based on project costs each year.
 - Changes in project costs and interest rates in future years will affect these projections.

Based on these assumptions, staff recommends the following rate changes on the following page:

A. REFERENCE AND BACKGROUND:

- A1. Budget Impact:** These utility rates will be used to estimate revenues in the utility funds for 2020.
- A2. Staff Workload Impact:** There is little staff time to input the new rates into the billing system and provide residents notice of the new rates.

CURRENT AND NEW (2020) UTILITY RATES						
WATER RATES						Proposed
		2016	2017	2018	2019	2020
	Gallons	Rate	Rate	Rate	Rate	Rate
Base Rate		\$ 17.75	\$ 19.20	\$ 20.50	\$ 21.25	\$ 21.75
Volume Rate:						
Tier 1	0 - 20,000	\$ 1.95	\$ 2.01	\$ 2.25	\$ 2.35	\$ 2.35
Tier 2	20,001 - 32,000	\$ 2.15	\$ 2.21	\$ 2.45	\$ 2.60	\$ 2.60
Tier 3	32,001 - 44,000	\$ 2.57	\$ 2.76	\$ 3.10	\$ 3.38	\$ 3.40
Tier 4	44,001 +	\$ 3.86	\$ 4.14	\$ 4.60	\$ 5.75	\$ 6.00
Irrigation:						
Residential		\$ 2.57	\$ 2.76	\$ 3.10	\$ 3.38	\$ 3.40
Commercial		\$ 2.57	\$ 2.76	\$ 3.85	\$ 4.20	\$ 4.25
SEWER RATES						
	Gallons	Rate	Current	Current	Proposed	Proposed
Base Rate:						
Residential *		\$ 46.00	\$ 48.38	\$ 50.80	\$ 51.00	\$ 52.00
Commercial		\$ 40.60	\$ 42.82	\$ 45.00	\$ 45.15	\$ 46.00
Volume Rate:						
Residential *		\$ 1.08	\$ 2.00	\$ 3.00	\$ 4.00	\$ 5.00
Commercial		\$ 2.50	\$ 5.00	\$ 7.50	\$ 10.00	\$ 12.50
* Residential base rate includes up to 5,000 gallons of usage. Any usage over 5,000 gallons will be billed \$4.00 per 1,000 gallons plus the base rate.						
STORM WATER RATES						
	Gallons	Rate	Current	Current	Proposed	Proposed
Per Quarter		\$ 17.00	\$ 20.00	\$ 20.00	\$ 21.00	\$ 22.50

B. ALTERNATIVE ACTIONS:

1. Discuss fund projections and new rates and recommend the 2020 utility rates as proposed to the Town Board.
2. Discuss fund projections and new rates and recommend the 2020 utility rates and based on discussion ask staff to make changes to rates or projections and bring back to next Utility Commission Meeting.

D. SUPPORTING DATA:

Water, Sanitary Sewer, and Storm Water Utility Fund projections using the proposed rates, and estimated bill comparison.

WATER USAGE																
Residential																
8%																
Gallons Used	12/2017 - 2/2018		3/2018 - 5/2018		6/2018 - 8/2018		9/2018 - 12/2018		1/2019 - 3/2019		Average		Per		Total	
	# of Customers	Total Consumption	# of Customers	Total Consumption	# of Customers	Total Consumption	# of Customers	Total Consumption	# of Customers	Total Consumption	# of Customers	Total Consumption	Customer	% of Customers	# of Customers	Total Consumption
0 - 20,000	4,173	36,874,813	3,660	35,104,656	3,148	29,929,555	3,426	35,010,134	4,033	38,005,039	3,567	34,512,346	9,676	72.5%	14,267	138,049,385
20,001 - 32,000	418	9,184,907	752	17,022,801	666	15,250,232	904	20,442,355	586	12,987,057	727	16,425,611	22,594	14.8%	2,908	65,702,445
32,001 - 44,000	69	2,322,585	198	6,664,531	318	10,955,943	268	9,204,186	81	2,738,987	216	7,390,912	34,178	4.4%	865	29,563,647
over 44,001	33	1,990,532	110	6,529,471	608	46,821,129	152	9,837,710	42	2,477,456	228	16,416,442	72,002	4.6%	912	65,665,766
Totals	4,693	50,372,837	4,720	65,321,459	4,740	102,956,860	4,750	74,494,385	4,742	56,208,539	4,738	74,745,311	15,776	96.3%	18,952	298,981,243
Commercial																
Gallons Used	# of Customers	Total Consumption	# of Customers	Total Consumption	# of Customers	Total Consumption	# of Customers	Total Consumption	# of Customers	Total Consumption	# of Customers	Total Consumption	Per Customer	% of Customers	# of Customers	Total Consumption
0 - 20,000	93	292,210	80	368,033	78	368,069	67	313,738	104	386,646	82	359,122	4,366	1.7%	329	1,436,486
20,001 - 32,000	17	385,621	18	435,595	12	297,375	24	560,995	9	208,152	16	375,529	23,843	0.3%	63	1,502,117
32,001 - 44,000	3	99,543	15	526,101	7	236,357	8	276,998	6	196,089	9	308,886	34,321	0.2%	36	1,235,545
over 44,001	41	10,512,032	73	18,331,349	94	39,202,678	91	27,628,445	44	12,723,174	76	24,471,412	324,125	1.5%	302	97,885,647
Totals	154	11,289,406	186	19,661,078	191	40,104,480	190	28,780,177	163	13,514,060	183	25,514,949	139,808	3.7%	730	102,059,795
	3.18%	18.31%	3.79%	23.14%	3.87%	28.03%	3.85%	27.87%	3.32%	19.38%	3.71%	25.45%				
Grand Total	4,847	61,662,244	4,906	84,982,537	4,931	143,061,340	4,940	103,274,562	4,905	69,722,599	4,921	100,260,260	20,376	100.0%	19,682	401,041,038
Residential																
Gallons Used	12/2016 - 2/2017		3/2017 - 5/2017		6/2017 - 8/2017		9/2017 - 11/2017		12/2017 - 2/2018		Average		Per		Total	
	# of Customers	Total Consumption	# of Customers	Total Consumption	# of Customers	Total Consumption	# of Customers	Total Consumption	# of Customers	Total Consumption	# of Customers	Total Consumption	Customer	% of Customers	# of Customers	Total Consumption
0 - 20,000	3,980	40,954,014	4,116	40,510,339	2,712	29,705,844	3,667	37,584,214	4,173	40,081,318	3,667	36,970,429	10,082	74.5%	14,668	147,881,715
20,001 - 32,000	544	13,174,474	441	10,666,998	885	22,291,505	675	16,749,424	418	9,983,595	605	14,922,881	24,676	12.3%	2,419	59,691,522
32,001 - 44,000	82	2,949,682	78	2,899,020	385	14,299,215	222	8,184,060	69	2,524,549	189	6,976,711	37,012	3.8%	754	27,906,844
over 44,001	56	3,887,694	45	2,936,503	703	58,749,830	145	10,582,584	33	2,163,622	232	18,608,135	80,381	4.7%	926	74,432,539
Totals	4,662	60,965,864	4,680	57,012,860	4,685	125,046,394	4,709	73,100,282	4,693	54,753,084	4,692	77,478,155	16,514	95.4%	18,767	309,912,620
Commercial																
Gallons Used	# of Customers	Total Consumption	# of Customers	Total Consumption	# of Customers	Total Consumption	# of Customers	Total Consumption	# of Customers	Total Consumption	# of Customers	Total Consumption	Per Customer	% of Customers	# of Customers	Total Consumption
0 - 20,000	124	377,352	110	474,804	65	385,384	77	471,545	93	317,620	86	412,338	4,781	1.8%	345	1,649,353
20,001 - 32,000	11	285,026	13	328,728	11	288,957	13	318,357	17	419,153	14	338,799	25,096	0.3%	54	1,355,195
32,001 - 44,000	6	215,206	14	523,069	7	262,368	10	393,724	3	108,199	9	321,840	37,864	0.2%	34	1,287,360
over 44,001	40	11,432,430	46	12,345,780	102	50,500,913	87	26,299,279	41	11,426,122	69	25,143,024	364,392	1.4%	276	100,572,094
Totals	181	12,310,014	183	13,672,381	185	51,437,622	187	27,482,905	154	12,271,094	177	26,216,001	147,904	3.6%	709	104,864,002
	3.74%	16.80%	3.76%	19.34%	3.80%	29.15%	3.82%	27.32%	3.18%	18.31%	3.64%	25.28%				
Grand Total	4,843	73,275,878	4,863	70,685,241	4,870	176,484,016	4,896	100,583,187	4,847	67,024,178	4,869	103,694,156	21,297	99.0%	19,476	414,776,622

WATER FUND (No Irrigation Ban)
Fixed (Flat) Rates

% Increase	Fixed Expenses	2017 Actual	2018 Actual	2019 Budget	2020 Projected	2021 Projected	2022 Projected	2023 Projected	2024 Projected	2025 Projected	2026 Projected	2027 Projected	2028 Projected	2029 Projected
107.00%	Personnel Services	\$258,389	\$266,621	\$287,968	\$308,125	\$329,694	\$352,773	\$377,467	\$403,890	\$432,162	\$462,413	\$494,782	\$529,417	\$566,476
103.00%	Supplies	11,586	11,818	12,400	12,772	13,155	13,550	13,956	14,375	14,806	15,250	15,708	16,179	16,665
103.00%	Other Services & Charges *	166,874	164,345	169,275	183,520	189,026	194,696	200,537	206,553	212,750	219,132	225,706	232,478	239,452
0.00%	Improvements	0	0	0	0	0	0	0	0	0	0	0	0	0
100.00%	Depreciation	0	0	0	0	0	0	0	0	0	0	0	0	0
0.00%	Debt Services	0	0	0	0	0	0	0	0	0	0	0	0	0
0.00%	Transfers	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total Fixed Expenses	\$436,849	\$442,784	\$469,643	\$504,417	\$531,875	\$561,019	\$591,961	\$624,818	\$659,718	\$696,796	\$736,197	\$778,074	\$822,593
	Total Revenues	\$383,389	\$436,730	\$476,094	\$474,937	\$539,347	\$580,161	\$605,752	\$633,742	\$659,422	\$686,156	\$715,272	\$743,770	\$772,651
	Gain/(Loss)	(\$53,459)	(\$6,054)	\$6,451	(\$29,481)	\$7,472	\$19,142	\$13,791	\$8,924	(\$296)	(\$10,640)	(\$20,925)	(\$34,304)	(\$49,942)
	Quarterly Expenses	\$109,212.13	\$110,696.06	\$117,410.78	\$126,104.37	\$132,968.76	\$140,254.76	\$147,990.14	\$156,204.51	\$164,929.54	\$174,199.05	\$184,049.15	\$194,518.45	\$205,648.17
	Penalties	\$8,323.70	\$12,894.00	\$11,250.00	\$11,250.00	\$11,250.00	\$11,250.00	\$11,250.00	\$11,250.00	\$11,250.00	\$11,250.00	\$11,250.00	\$11,250.00	\$11,250.00
2.00%	Interest Earnings	(\$4,310)	(\$1,763)	\$4,711	\$1,997	\$4,762	\$7,690	\$10,305	\$13,406	\$15,813	\$18,362	\$21,383	\$24,122	\$26,826
	Quarterly Expenses for Rates	\$105,198	\$99,565	\$101,450	\$112,858	\$116,957	\$121,314	\$126,435	\$131,548	\$137,867	\$144,587	\$151,416	\$159,146	\$167,573
3.00%	Flat (Base) Rate	\$19.20	\$20.50	\$21.25	\$21.75	\$24.50	\$26.00	\$26.78	\$27.58	\$28.41	\$29.26	\$30.14	\$31.05	\$31.98
	% of Revenue Residential	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
	# of Residential Customers	4,642	4,642	4,695	4,695	4,695	4,695	4,695	4,695	4,695	4,695	4,695	4,695	4,695
	% of Revenue Commercial	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
	# of Commercial Customers	141	141	155	155	155	155	155	155	155	155	155	155	155
	Revenue per Quarter	\$91,833.60	\$98,051.50	\$103,062.50	\$105,487.50	\$118,825.00	\$126,100.00	\$129,883.00	\$133,779.49	\$137,792.87	\$141,926.66	\$146,184.46	\$150,569.99	\$155,087.09

WATER FUND (No Irrigation Ban)
Volume (Usage) Rate

% Increase	Volume Based	2017 Actual	2018 Actual	2019 Budget	2020 Projected	2021 Projected	2022 Projected	2023 Projected	2024 Projected	2025 Projected	2026 Projected	2027 Projected	2028 Projected	2029 Projected
107.00%	Personnel Services	\$86,130	\$88,874	\$95,989	\$102,708	\$109,898	\$117,591	\$125,822	\$134,630	\$144,054	\$154,138	\$164,927	\$176,472	\$188,825
103.00%	Supplies *	171,138	190,293	209,000	215,270	221,728	228,380	235,231	242,288	249,557	257,044	264,755	272,698	280,879
103.00%	Other Services & Charges **	530,357	290,170	386,000	397,580	409,507	421,793	434,446	447,480	460,904	474,731	488,973	503,642	518,752
0.00%	Improvements	0	0	0	0	0	0	0	0	0	0	0	0	0
100.00%	Depreciation	306,255	308,832	333,750	337,500	341,250	345,000	348,750	352,500	356,250	360,000	363,750	367,500	371,250
0.00%	Debt Services	326,030	282,750	286,625	37,969	38,836	39,605	0	0	0	0	0	0	0
	Estimated new debt	0	0	0	663	3,379	6,264	8,875	12,552	17,951	22,085	26,141	30,120	34,012
0.00%	Transfers	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total Fixed Expenses	\$1,419,910	\$1,160,919	\$1,311,364	\$1,091,690	\$1,124,599	\$1,158,633	\$1,153,125	\$1,189,450	\$1,228,716	\$1,267,998	\$1,308,547	\$1,350,432	\$1,393,718
	Total Revenues	\$1,111,337	\$1,272,544	\$1,425,888	\$1,375,197	\$1,375,546	\$1,403,057	\$1,431,119	\$1,459,741	\$1,488,936	\$1,518,714	\$1,549,089	\$1,580,070	\$1,611,672
	Gain/(Loss)	(\$308,573)	\$111,625	\$114,524	\$283,506	\$250,948	\$244,425	\$277,993	\$270,291	\$260,220	\$250,717	\$240,542	\$229,638	\$217,954
	Quarterly Expenses	\$354,977.38	\$290,229.73	\$327,841.06	\$272,922.62	\$281,149.65	\$289,658.13	\$288,281.27	\$297,362.49	\$307,179.02	\$316,999.43	\$327,136.65	\$337,608.09	\$348,429.41
Volume (Usage) Rate														
Current Residential Rate														
2.00%	1 - 20,000 gallons	2.01	2.25	2.35	2.35	2.40	2.44	2.49	2.54	2.59	2.65	2.70	2.75	2.81
	20,001 - 32,000 gallons	2.21	2.45	2.60	2.60	2.64	2.69	2.74	2.80	2.85	2.91	2.97	3.03	3.09
	32,001 - 44,000 gallons	2.76	3.10	3.38	3.40	3.43	3.50	3.57	3.64	3.71	3.78	3.86	3.94	4.02
	44,001 + gallons	4.14	4.60	5.75	6.00	5.83	5.94	6.06	6.18	6.31	6.43	6.56	6.69	6.83
% of Revenue Commercial														
Current Commercial Rate														
	1 - 20,000 gallons	2.01	2.25	2.40	2.40	2.45	2.50	2.55	2.60	2.65	2.70	2.76	2.81	2.87
	20,001 - 32,000 gallons	2.21	2.45	2.64	2.65	2.69	2.75	2.80	2.86	2.91	2.97	3.03	3.09	3.16
	32,001 - 44,000 gallons	2.76	3.10	3.43	3.45	3.50	3.57	3.64	3.71	3.79	3.86	3.94	4.02	4.10
	44,001 + gallons	4.14	4.60	5.83	6.05	5.95	6.07	6.19	6.32	6.44	6.57	6.70	6.84	6.97
	Revenue per Quarter	\$255,034.22	\$318,136.00	\$356,471.95	\$343,799.19	\$343,886.61	\$350,764.34	\$357,779.63	\$364,935.22	\$372,233.93	\$379,678.61	\$387,272.18	\$395,017.62	\$402,917.98

* Supplies include chemicals, other operating supplies, equipment repair parts, and street materials.
 ** Other Services & Charges include engineering, legal, misc professional services, gopher state locates, electricity, gas, and repair maintenance.
 2019 improvements are for water meter replacement
 ** 2019 includes \$10,000 for irrigation enforcement.

WATER FUND (No Irrigation Ban)
Total

% Increase	Total Expenses	2017 Actual	2018 Actual	2019 Budget	2020 Projected	2021 Projected	2022 Projected	2023 Projected	2024 Projected	2025 Projected	2026 Projected	2027 Projected	2028 Projected	2029 Projected
105.00%	Personnel Services	\$344,518	\$355,495	\$383,957	\$410,834	\$439,592	\$470,364	\$503,289	\$538,520	\$576,216	\$616,551	\$659,710	\$705,889	\$755,302
103.00%	Supplies	\$182,724	\$202,111	\$221,400	\$228,042	\$234,883	\$241,930	\$249,188	\$256,663	\$264,363	\$272,294	\$280,463	\$288,877	\$297,543
103.00%	Other Services & Charges	\$697,231	\$454,515	\$555,275	\$581,100	\$598,533	\$616,489	\$634,984	\$654,033	\$673,654	\$693,864	\$714,680	\$736,120	\$758,204
0.00%	Improvements	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
100.00%	Depreciation	\$306,255	\$308,832	\$333,750	\$337,500	\$341,250	\$345,000	\$348,750	\$352,500	\$356,250	\$360,000	\$363,750	\$367,500	\$371,250
0.00%	Debt Services	\$326,030	\$282,750	\$286,625	\$37,969	\$38,836	\$39,605	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Estimated new debt	\$0	\$0	\$0	\$663	\$3,379	\$6,264	\$8,875	\$12,552	\$17,951	\$22,085	\$26,141	\$30,120	\$34,012
0.00%	Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Total Expenses	\$1,856,758	\$1,603,703	\$1,781,007	\$1,596,108	\$1,656,474	\$1,719,652	\$1,745,086	\$1,814,268	\$1,888,434	\$1,964,794	\$2,044,743	\$2,128,506	\$2,216,310
	Total Revenues	\$1,494,726	\$1,709,274	\$1,901,982	\$1,850,133	\$1,914,894	\$1,983,218	\$2,036,870	\$2,093,483	\$2,148,357	\$2,204,871	\$2,264,361	\$2,323,840	\$2,384,323
	Gain/(Loss)	(362,031.79)	105,570.82	120,974.45	254,025.40	258,419.94	263,566.87	291,784.48	279,215.29	259,923.21	240,076.82	219,617.34	195,334.14	168,012.55
	Cash Balance	937,787.04	1,087,556.85	399,330.40	952,355.79	1,538,053.65	2,060,978.51	2,681,221.97	3,162,512.90	3,672,482.52	4,276,699.24	4,824,491.36	5,365,129.49	5,897,833.76
	Beginning Cash Balance	2,276,379.44	937,787.04	1,087,556.85	399,330.40	952,355.79	1,538,053.65	2,060,978.51	2,681,221.97	3,162,512.90	3,672,482.52	4,276,699.24	4,824,491.36	5,365,129.49
	Gain/(Loss) From Volume	(308,572.50)	111,625.07	114,523.55	283,506.28	250,947.86	244,424.86	277,993.46	270,290.93	260,219.62	250,716.72	240,542.12	229,638.13	217,954.27
	Gain/(Loss) From Fixed	(53,459.29)	(6,054.25)	6,450.90	(29,480.88)	7,472.08	19,142.01	13,791.02	8,924.36	(296.41)	(10,639.90)	(20,924.78)	(34,303.99)	(49,941.72)
	Plus Depreciation	408,340.00	411,776.10	445,000.00	450,000.00	455,000.00	460,000.00	465,000.00	470,000.00	475,000.00	480,000.00	485,000.00	490,000.00	495,000.00
	Less Improvements	1,438,359.90	373,631.36	1,136,500.00	38,500.00	6,500.00	66,500.00	6,500.00	141,500.00	106,500.00	6,500.00	56,500.00	56,500.00	56,500.00
	Ending Cash Balance	937,787.04	1,087,556.85	399,330.40	952,355.79	1,538,053.65	2,060,978.51	2,681,221.97	3,162,512.90	3,672,482.52	4,276,699.24	4,824,491.36	5,365,129.49	5,897,833.76

SANITARY SEWER FUND
Fixed (Flat) Rates

% Increase		2017 Actual	2018 Actual	2019 Budget	2020 Projected	2021 Projected	2022 Projected	2023 Projected	2024 Projected	2025 Projected	2026 Projected	2027 Projected	2028 Projected	2029 Projected
107.00%	Personnel Services	\$235,314	\$243,696	\$248,207	\$265,581	\$284,172	\$304,064	\$325,348	\$348,122	\$372,491	\$398,565	\$426,465	\$456,318	\$488,260
103.00%	Supplies	11,320	11,503	14,900	15,347	15,807	16,282	16,770	17,273	17,791	18,325	18,875	19,441	20,024
103.00%	Other Services & Charges	259,220	192,460	177,570	182,897	188,384	194,036	199,857	205,852	212,028	218,389	224,940	231,689	238,639
108.50%	M.C.E.S. Charges	0	0	0	0	0	0	0	0	0	0	0	0	0
0.00%	Improvements	0	0	0	0	0	0	0	0	0	0	0	0	0
100.00%	Depreciation	0	0	0	0	0	0	0	0	0	0	0	0	0
0.00%	Debt Services	0	0	0	0	0	0	0	0	0	0	0	0	0
	Estimated New Debt Service	0	0	0	0	0	0	0	0	0	0	0	0	0
0.00%	Transfers	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total Fixed Expenses	\$505,854	\$447,659	\$440,677	\$463,825	\$488,363	\$514,381	\$541,975	\$571,248	\$602,310	\$635,279	\$670,280	\$707,447	\$746,923
	Total Revenues	\$930,234	\$992,370	\$1,135,616	\$1,152,014	\$1,182,400	\$1,215,070	\$1,246,198	\$1,281,041	\$1,316,860	\$1,353,665	\$1,391,478	\$1,433,154	\$1,475,887
	Gain/(Loss)	\$424,380	\$544,711	\$694,939	\$688,189	\$694,037	\$700,689	\$704,223	\$709,793	\$714,550	\$718,385	\$721,198	\$725,707	\$728,964
	Quarterly Expenses	126,464	111,915	110,169	115,956	122,091	128,595	135,494	142,812	150,578	158,820	167,570	176,862	186,731
	Penalties	6,708	13,676	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
	Special Assessments Collections	0	0	105,000	97,350	94,513	91,676	88,840	86,003	83,166	80,329	77,492	77,492	77,492
2.00%	Interest Earnings	(19,067)	(30,950)	(6,190)	(1,664)	1,069	5,171	6,789	11,152	15,492	19,787	24,031	28,208	32,317
	Quarterly Expenses for Rates	145,531	129,189	116,359	117,620	121,022	123,424	128,704	131,660	135,086	139,033	143,539	148,653	154,413
	Flat (Base) Rate													
	Commercial/Industrial Rate	\$42.82	\$45.00	\$45.15	\$46.00	\$47.38	\$48.80	\$50.27	\$51.77	\$53.33	\$54.93	\$56.57	\$58.27	\$60.02
	Include 5,000 gals	\$5.40	\$15.00	\$20.00	\$25.00	\$31.25	\$32.81	\$34.45	\$36.18	\$37.98	\$39.88	\$41.88	\$43.97	\$46.17
	Residential Flat (Base) Rate	\$48.38	\$50.80	\$51.00	\$52.00	\$53.56	\$55.17	\$56.82	\$58.53	\$60.28	\$62.09	\$63.95	\$65.87	\$67.85
	% of Revenue Residential	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
	# of Residential Customers	4,642	4,642	4,742	4,742	4,742	4,742	4,742	4,742	4,742	4,742	4,742	4,742	4,742
	% of Revenue Commercial	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
	# of Commercial Customers	141	141	163	163	163	163	163	163	163	163	163	163	163
	Revenue per Quarter	\$230,617.58	\$242,153.96	\$249,201.45	\$254,082.00	\$261,704.46	\$269,555.59	\$277,642.26	\$285,971.53	\$294,550.68	\$303,387.20	\$312,488.81	\$321,863.48	\$331,519.38

SANITARY SEWER FUND
Volume (Usage) Rate

% Increase	2017 Actual	2018 Actual	2019 Budget	2020 Projected	2021 Projected	2022 Projected	2023 Projected	2024 Projected	2025 Projected	2026 Projected	2027 Projected	2028 Projected	2029 Projected
107.00%	\$78,438	\$81,232	\$82,736	\$88,527	\$94,724	\$101,355	\$108,449	\$116,041	\$124,164	\$132,855	\$142,155	\$152,106	\$162,753
103.00%	18,608	15,853	25,000	25,750	26,523	27,318	28,138	28,987	29,851	30,747	31,669	32,619	33,598
103.00%	162,402	94,267	589,500	607,185	625,401	644,163	663,487	683,392	703,894	725,011	746,761	769,164	792,239
107.00%	839,533	904,954	848,236	907,613	971,145	1,039,126	1,111,864	1,189,695	1,272,974	1,362,082	1,457,427	1,559,447	1,668,609
0.00%	0	0	0	0	0	0	0	0	0	0	0	0	0
0.00%	0	0	0	0	0	0	0	0	0	0	0	0	0
100.00%	225,548	238,148	238,148	238,148	238,148	238,148	238,148	238,148	238,148	238,148	238,148	238,148	238,148
0.00%	55,760	55,127	56,663	55,763	57,036	58,167	0	0	0	0	0	0	0
0.00%	0	0	0	800	4,131	7,622	10,212	13,867	19,244	23,354	27,386	31,339	35,205
0.00%	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Fixed Expenses	\$1,380,289	\$1,389,581	\$1,840,283	\$1,923,786	\$2,017,108	\$2,115,898	\$2,160,299	\$2,270,125	\$2,388,275	\$2,512,197	\$2,643,547	\$2,782,824	\$2,930,552
Total Revenues	\$620,157	\$1,168,593	\$1,156,093	\$1,445,247	\$1,806,558	\$1,896,886	\$1,991,731	\$2,091,317	\$2,195,883	\$2,305,677	\$2,420,961	\$2,542,009	\$2,669,109
Gain/(Loss)	(\$760,131)	(\$220,988)	(\$684,189)	(\$478,539)	(\$210,549)	(\$219,012)	(\$168,569)	(\$178,808)	(\$192,392)	(\$206,519)	(\$222,586)	(\$240,815)	(\$261,442)
Quarterly Expenses	\$345,072	\$347,395	\$460,071	\$480,946	\$504,277	\$528,975	\$540,075	\$567,531	\$597,069	\$628,049	\$660,887	\$695,706	\$732,638
Volume (Usage) Rate													
Current Rate	\$2.00	\$3.00	\$4.00	\$5.00	\$6.25	\$6.56	\$6.89	\$7.24	\$7.60	\$7.98	\$8.38	\$8.79	\$9.23
% of Revenue Residential	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
# of Residential Gallons	37,755,864	37,755,864	32,498,539	32,498,539	32,498,539	32,498,539	32,498,539	32,498,539	32,498,539	32,498,539	32,498,539	32,498,539	32,498,539
# of Residential Gallons per 1,000	37,756	37,756	32,499	32,499	32,499	32,499	32,499	32,499	32,499	32,499	32,499	32,499	32,499
Commercial/Industrial Rate	\$5.00	\$7.50	\$10.00	\$12.50	\$15.63	\$16.41	\$17.23	\$18.09	\$18.99	\$19.94	\$20.94	\$21.99	\$23.09
% of Revenue Commercial	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
# of Commercial Gallons	15,905,517	15,905,517	25,514,949	25,514,949	25,514,949	25,514,949	25,514,949	25,514,949	25,514,949	25,514,949	25,514,949	25,514,949	25,514,949
# of Commercial Gallons per 1,000	15,906	15,906	15,906	15,906	15,906	15,906	15,906	15,906	15,906	15,906	15,906	15,906	15,906
Revenue per Quarter	\$155,039.31	\$232,558.97	\$289,049.33	\$361,311.66	\$451,639.57	\$474,221.55	\$497,932.63	\$522,829.26	\$548,970.72	\$576,419.26	\$605,240.22	\$635,502.23	\$667,277.34

* Supplies include chemicals, other operating supplies, equipment repair parts, and building repair supplies.

** Other Services & Charges include electricity and repair maintenance.

SANITARY SEWER FUND
Total

% Increase	Total Expenses	2017 Actual	2018 Actual	2019 Budget	2020 Projected	2021 Projected	2022 Projected	2023 Projected	2024 Projected	2025 Projected	2026 Projected	2027 Projected	2028 Projected	2029 Projected
107.00%	Personnel Services	\$313,752	\$324,927	\$330,942	\$354,108	\$378,895	\$405,418	\$433,797	\$464,163	\$496,655	\$531,421	\$568,620	\$608,423	\$651,013
103.00%	Supplies	\$29,928	\$27,356	\$39,900	\$41,097	\$42,330	\$43,600	\$44,908	\$46,255	\$47,643	\$49,072	\$50,544	\$52,060	\$53,622
103.00%	Other Services & Charges	\$421,622	\$286,727	\$767,070	\$790,082	\$813,785	\$838,198	\$863,344	\$889,244	\$915,922	\$943,399	\$971,701	\$1,000,852	\$1,030,878
108.50%	M.C.E.S. Charges	\$839,533	\$904,954	\$848,236	\$907,613	\$971,145	\$1,039,126	\$1,111,864	\$1,189,695	\$1,272,974	\$1,362,082	\$1,457,427	\$1,559,447	\$1,668,609
0.00%	M.C.E.S. Surcharge	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0.00%	Improvements	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
100.00%	Depreciation	\$225,548	\$238,148	\$238,148	\$238,148	\$238,148	\$238,148	\$238,148	\$238,148	\$238,148	\$238,148	\$238,148	\$238,148	\$238,148
0.00%	Debt Services	\$55,760	\$55,127	\$56,663	\$55,763	\$57,036	\$58,167	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Estimated New Debt Service	\$0	\$0	\$0	\$800	\$4,131	\$7,622	\$10,212	\$13,867	\$19,244	\$23,354	\$27,386	\$31,339	\$35,205
0.00%	Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Total Expenses	\$1,886,143	\$1,837,240	\$2,280,959	\$2,387,611	\$2,505,471	\$2,630,279	\$2,702,274	\$2,841,373	\$2,990,585	\$3,147,476	\$3,313,827	\$3,490,271	\$3,677,475
	Total Revenues	\$1,550,392	\$2,160,963	\$2,291,709	\$2,597,261	\$2,988,958	\$3,111,956	\$3,237,929	\$3,372,358	\$3,512,743	\$3,659,342	\$3,812,439	\$3,975,163	\$4,144,996
	Gain/(Loss)	(\$335,751)	\$323,723	\$10,750	\$209,650	\$483,488	\$481,677	\$535,655	\$530,985	\$522,158	\$511,866	\$498,612	\$484,893	\$467,521
	Beginning Cash Balance	\$1,363,565	(\$128,962)	(\$430,378)	(\$332,714)	\$213,850	\$1,034,251	\$1,357,842	\$2,230,411	\$3,098,310	\$3,957,382	\$4,806,162	\$5,641,687	\$6,463,493
	Gain (Loss) From Volume	(760,131)	(220,988)	(684,189)	(478,539)	(210,549)	(219,012)	(168,569)	(178,808)	(192,392)	(206,519)	(222,586)	(240,815)	(261,442)
	Gain (Loss) From Fixed	424,380	544,711	694,939	688,189	694,037	700,689	704,223	709,793	714,550	718,385	721,198	725,707	728,964
	Depreciation	300,730	317,531	317,531	317,531	317,531	317,531	317,531	317,531	317,531	317,531	317,531	317,531	317,531
	Less Improvements	(1,532,688)	(1,022,053)	(310,000)	(60,000)	(60,000)	(555,000)	(60,000)	(60,000)	(60,000)	(60,000)	(60,000)	(60,000)	(60,000)
	Ending Cash	(128,962)	(430,378)	(332,714)	213,850	1,034,251	1,357,842	2,230,411	3,098,310	3,957,382	4,806,162	5,641,687	6,463,493	7,267,929

STORMWATER FUND

Improvements		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
% Increase	Volume Based	Actual	Actual	Budget	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected
0.00%	Personnel Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
103.00%	Supplies *	214	90	1,000	1,030	1,061	1,093	1,126	1,159	1,194	1,230	1,267	1,305	1,344
103.00%	Other Services & Charges **	8,550	8,413	65,000	66,950	68,959	71,027	73,158	75,353	77,613	79,942	82,340	84,810	87,355
0.00%	Improvements	222,596	22,154	305,000	215,000	255,000	305,000	330,000	340,000	305,000	305,000	305,000	305,000	305,000
0.00%	Depreciation	19,080	22,191	23,301	24,466	25,689	26,973	28,322	29,738	31,225	32,786	34,426	36,147	37,954
0.00%	Debt Services	27,389	27,078	27,833	27,391	28,016	28,571	0	0	0	0	0	0	0
0.00%	Estimated New Debt Service	0	0	0	2,367	23,671	74,681	111,169	147,062	166,033	186,365	206,245	225,654	249,171
0.00%	Transfers	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Fixed Expenses		\$277,829	\$79,926	\$422,134	\$337,204	\$402,395	\$507,345	\$543,775	\$593,312	\$581,065	\$605,323	\$629,277	\$652,916	\$680,824
Total Revenues		\$368,279	\$280,558	\$296,114	\$292,630	\$307,417	\$323,139	\$339,940	\$357,699	\$376,499	\$396,241	\$417,074	\$439,058	\$462,258
Gain/(Loss)		\$90,449	\$200,632	(\$126,020)	(\$44,574)	(\$94,979)	(\$184,206)	(\$203,834)	(\$235,613)	(\$204,566)	(\$209,082)	(\$212,203)	(\$213,857)	(\$218,565)
Quarterly Expenses		\$69,457.29	\$19,981.50	\$105,533.39	\$84,300.89	\$100,598.81	\$126,836.32	\$135,943.64	\$148,328.04	\$145,266.35	\$151,330.72	\$157,319.34	\$163,228.96	\$170,205.91
Rate to Fund Improvements														
Current Rate		\$10.72	\$5.72	\$6.11	\$5.17	\$5.43	\$5.70	\$5.98	\$6.28	\$6.60	\$6.93	\$7.27	\$7.64	\$8.02
% of Revenue Residential		100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
# of Residential Customers		4,395	4,395	4,395	4,395	4,395	4,395	4,395	4,395	4,395	4,395	4,395	4,395	4,395
Commercial Customers		43,500	43,500	45,675	48,935	51,496	54,234	57,181	60,306	63,625	67,110	70,796	74,694	78,815
Revenue per Quarter		\$90,614.40	\$68,639.40	\$72,528.45	\$71,657.52	\$75,354.17	\$79,284.74	\$83,485.10	\$87,924.81	\$92,624.78	\$97,560.34	\$102,768.57	\$108,264.62	\$114,064.60

* Supplies include chemicals, other operating supplies, equipment repair parts, and building repair supplies.

** Other Services & Charges include electricity and repair maintenance.

STORMWATER FUND
Operating

% Increase		2017 Actual	2018 Actual	2019 Budget	2020 Projected	2021 Projected	2022 Projected	2023 Projected	2024 Projected	2025 Projected	2026 Projected	2027 Projected	2028 Projected	2029 Projected
107.00%	Personnel Services	\$91,431	\$95,401	\$158,734	\$169,845	\$181,735	\$194,456	\$208,068	\$222,633	\$238,217	\$254,892	\$272,735	\$291,826	\$312,254
103.00%	Supplies	3,729	3,418	4,050	4,172	4,297	4,426	4,558	4,695	4,836	4,981	5,130	5,284	5,443
103.00%	Other Services & Charges	108,739	69,226	134,160	138,185	142,330	146,600	150,998	155,528	160,194	165,000	169,950	175,048	180,300
0.00%	Improvements	0	0	0	0	0	0	0	0	0	0	0	0	0
100.00%	Depreciation	0	0	0	0	0	0	0	0	0	0	0	0	0
0.00%	Debt Services	0	0	0	0	0	0	0	0	0	0	0	0	0
0.00%	Transfers	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total Fixed Expenses	\$203,899	\$168,045	\$296,944	\$312,202	\$328,362	\$345,482	\$363,624	\$382,856	\$403,247	\$424,873	\$447,815	\$472,159	\$497,996
	Total Revenues	\$203,899	\$261,989	\$270,481	\$312,202	\$328,362	\$345,482	\$363,624	\$382,856	\$403,247	\$424,873	\$447,815	\$472,159	\$497,996
	Gain/(Loss)	\$0	\$93,944	(\$26,463)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Quarterly Expenses	\$50,974.75	\$42,011.25	\$74,236.00	\$78,050.42	\$82,090.39	\$86,370.44	\$90,906.12	\$95,713.98	\$100,811.72	\$106,218.25	\$111,953.71	\$118,039.67	\$124,499.12
	Penalties	\$2,375.75	\$5,331.75	\$3,000.00	\$1,750.00	\$1,750.00	\$1,750.00	\$1,750.00	\$1,750.00	\$1,750.00	\$1,750.00	\$1,750.00	\$1,750.00	\$1,750.00
2.00%	Interest Earnings	\$7,802	\$5,615	\$5,715	\$5,808	\$5,816	\$5,580	\$4,906	\$4,144	\$3,231	\$2,485	\$1,725	\$962	\$201
	Quarterly Expenses for Rates	\$40,797	\$31,064	\$65,521	\$70,493	\$74,525	\$79,041	\$84,250	\$89,820	\$95,830	\$101,984	\$108,478	\$115,328	\$122,548
	Rate to Fund Operations													
	Current Rate	\$9.28	\$14.28	\$14.89	\$17.33	\$18.25	\$19.24	\$20.31	\$21.44	\$22.65	\$23.93	\$25.28	\$26.70	\$28.22
	% of Revenue Residential	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
	# of Residential Customers	4,395	4,395	4,395	4,395	4,395	4,395	4,395	4,395	4,395	4,395	4,395	4,395	4,395
	Revenue per Quarter	\$40,785.60	\$62,760.60	\$65,441.55	\$76,161.04	\$80,199.01	\$84,538.04	\$89,242.08	\$94,240.59	\$99,566.35	\$105,159.60	\$111,084.84	\$117,361.74	\$124,011.33

STORMWATER FUND

New Rate Study with new improvements

Total		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
%		Actual	Actual	Budget	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected
Increase	Total Expenses													
107.00%	Personnel Services	\$91,431	\$95,401	\$158,734	\$169,845	\$181,735	\$194,456	\$208,068	\$222,633	\$238,217	\$254,892	\$272,735	\$291,826	\$312,254
103.00%	Supplies	\$3,943	\$3,508	\$5,050	\$5,202	\$5,358	\$5,518	\$5,684	\$5,854	\$6,030	\$6,211	\$6,397	\$6,589	\$6,787
103.00%	Other Services & Charges	\$117,289	\$77,639	\$199,160	\$205,135	\$211,289	\$217,628	\$224,156	\$230,881	\$237,807	\$244,942	\$252,290	\$259,859	\$267,654
0.00%	Improvements	\$222,596	\$22,154	\$305,000	\$215,000	\$255,000	\$305,000	\$330,000	\$340,000	\$305,000	\$305,000	\$305,000	\$305,000	\$305,000
100.00%	Depreciation	\$19,080	\$22,191	\$23,301	\$24,466	\$25,689	\$26,973	\$28,322	\$29,738	\$31,225	\$32,786	\$34,426	\$36,147	\$37,954
0.00%	Debt Services	\$27,389	\$27,078	\$27,833	\$27,391	\$28,016	\$28,571	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Estimated New Debt Service	\$0	\$0	\$0	\$2,367	\$23,671	\$74,681	\$111,169	\$147,062	\$166,033	\$186,365	\$206,245	\$225,654	\$249,171
0.00%	Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Total Expenses	\$481,728	\$247,971	\$719,078	\$649,405	\$730,757	\$852,827	\$907,399	\$976,168	\$984,312	\$1,030,196	\$1,077,092	\$1,125,075	\$1,178,820
	Total Revenues	\$572,178	\$542,547	\$566,595	\$604,832	\$635,778	\$668,621	\$703,565	\$740,555	\$779,746	\$821,114	\$864,889	\$911,217	\$960,255
	Gain/(Loss)	\$90,450	\$294,576	(\$152,483)	(\$44,574)	(\$94,979)	(\$184,206)	(\$203,834)	(\$235,613)	(\$204,566)	(\$209,082)	(\$212,203)	(\$213,857)	(\$218,565)
	Storm Water Rate	\$20.00	\$20.00	\$21.00	\$22.50	\$23.68	\$24.93	\$26.29	\$27.73	\$29.25	\$30.86	\$32.55	\$34.34	\$36.24
	Beginning Cash Balance	745,180.94	892,279.37	1,216,443.37	1,161,503.82	1,163,101.08	1,115,924.33	981,232.40	828,710.87	646,298.72	496,915.71	345,099.11	192,346.73	40,235.12
	Gain/(Loss) From Improvements	90,449.43	200,631.60	(126,019.75)	(44,573.51)	(94,978.56)	(184,206.33)	(203,834.15)	(235,612.89)	(204,566.30)	(209,081.55)	(212,203.09)	(213,857.34)	(218,565.21)
	Gain/(Loss) From Operating	0.00	93,944.40	26,462.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Depreciation	25,440.00	29,588.00	31,067.40	32,620.77	34,251.81	35,964.40	37,762.62	39,650.75	41,633.29	43,714.95	45,900.70	48,195.73	50,605.52
	Grant Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Special Assessment Collection	31,209.00	0.00	13,550.00	13,550.00	13,550.00	13,550.00	13,550.00	13,550.00	13,550.00	13,550.00	13,550.00	13,550.00	13,550.00
	Transfers In													
	Ending Cash Balance	892,279.37	1,216,443.37	1,161,503.82	1,163,101.08	1,115,924.33	981,232.40	828,710.87	646,298.72	496,915.71	345,099.11	192,346.73	40,235.12	(114,174.56)

Residential Bills	2016	2017	2018	2019	Proposed	
Residential Water Use	58,156,961	58,573,470	81,283,663	77,481,114	74,745,311	
# Customers	4,587	4,620	4,642	4,692	4,738	
Average Residential Water Use	12,679	12,678	17,510	16,513	15,776	
Quarterly Bill Based on Proposed Rates						
If used average water use:						% Change
Water Base Charge	\$17.75	\$19.20	\$20.50	\$21.25	\$21.75	
Water Usage Charge	\$24.72	\$25.48	\$39.40	\$38.81	\$37.07	
Sewer Base Charge	\$46.00	\$48.38	\$50.80	\$51.00	\$52.00	
Sewer Usage Charge	\$8.29	\$15.36	\$23.03	\$32.31	\$34.27	
Storm Water Charge	\$17.00	\$20.00	\$20.00	\$21.00	\$22.50	
Total Bill	\$113.76	\$128.42	\$153.73	\$164.36	\$167.59	1.96%
3,567 Accounts with 0 - 20,000 gallons used						
Average consumption 9,675 gallons						
Water Base Charge	\$17.75	\$19.20	\$20.50	\$21.25	\$21.75	
Water Usage Charge	\$20.07	\$20.69	\$23.16	\$23.69	\$22.74	
Sewer Base Charge	\$46.00	\$48.38	\$50.80	\$51.00	\$52.00	
Sewer Usage Charge (Average winter consumption)	\$5.51	\$10.20	\$15.30	\$18.41	\$22.12	
Storm Water Charge	\$17.00	\$20.00	\$20.00	\$21.00	\$22.50	
Total Bill	\$106.33	\$118.46	\$129.75	\$135.35	\$141.10	4.25%
727 Accounts with 20,001 - 32,000 gallons used						
Average consumption 22,594 gallons						
Water Base Charge	\$17.75	\$19.20	\$20.50	\$21.25	\$21.75	
Water Usage Charge	\$48.87	\$50.35	\$56.25	\$59.16	\$53.74	
Sewer Base Charge	\$46.00	\$48.38	\$50.80	\$51.00	\$52.00	
Sewer Usage Charge (Average winter consumption)	\$20.57	\$38.10	\$57.15	\$75.54	\$85.81	
Storm Water Charge	\$17.00	\$20.00	\$20.00	\$21.00	\$22.50	
Total Bill	\$150.19	\$176.03	\$204.70	\$227.94	\$235.81	3.45%
216 Accounts with over 32,001 - 44,000 gallons used						
Average consumption 34,217 gallons						
Water Base Charge	\$17.75	\$19.20	\$20.50	\$21.25	\$21.75	
Water Usage Charge	\$78.04	\$80.94	\$90.37	\$95.14	\$85.74	
Sewer Base Charge	\$46.00	\$48.38	\$50.80	\$51.00	\$52.00	
Sewer Usage Charge (Average winter consumption)	\$34.31	\$63.54	\$95.30	\$126.35	\$144.07	
Storm Water Charge	\$17.00	\$20.00	\$20.00	\$21.00	\$22.50	
Total Bill	\$193.10	\$232.06	\$276.98	\$314.74	\$326.06	3.60%
228 Accounts with over 44,001 gallons used						
Average consumption 72,002 gallons						
Water Base Charge	\$17.75	\$19.20	\$20.50	\$21.25	\$21.75	
Water Usage Charge	\$230.38	\$244.35	\$272.17	\$327.95	\$287.01	
Sewer Base Charge	\$46.00	\$48.38	\$50.80	\$51.00	\$52.00	
Sewer Usage Charge (Average winter consumption)	\$76.04	\$140.81	\$211.22	\$242.26	\$269.94	
Storm Water Charge	\$17.00	\$20.00	\$20.00	\$21.00	\$22.50	
Total Bill	\$387.17	\$472.74	\$574.69	\$663.46	\$653.20	-1.55%



**Town Board Executive Meeting
August 23, 2019**

Agenda Number:

Subject: 1:00 – Auditor Presentation

Documentation: None

Action / Motion for Consideration:

Report at Meeting / Discuss



**Town Board Executive Meeting
August 23, 2019**

Agenda Number: 10

Subject: 2020 - 2029 CIP

Documentation: CIP

Action / Motion for Consideration:

Report at Meeting / Discuss

EXPENDITURES:												
Project Name	Page #	Priority Ranking	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Administration												
Replace Computer Servers	12	20.25			10,000				10,000			
Replace Desktop Computers & Monitors	13	20.25		6,300		6,300			6,300	6,300		
Replace Laptop Computers	14	34.25		6,000				6,000				
Software Upgrades	15	41.45	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000
Replace Document Scanner	16	42.75				4,000						
Replace/Purchase Office Furniture	17	18.25	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500
Town Buildings												
Replace/Purchase Cable/AV Equipment	18	18.70	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Replace Office Chairs	19	28.15		1,200		1,200		1,200		1,200		1,200
Replace Administrative Building Entrance Doors	20	36.55	25,000									
Reroof Administrative Building	21	29.85		30,000								
HVAC Improvements in the Administration Building	22	44.40		75,000								
Mill and Overlay/Reconst. Admin. Building Parking Lot	23	29.40	50,000									
Public Safety												
Replace Code Enforcement Vehicle	24	34.85				40,000						
Public Works												
Replace/Purchase Speed Control Signs	25	44.05									30,000	
Replace Trailers	26	34.45		8,000	30,000							
Replace Tractor	27	31.25				50,000						
Replace Toolcat	28	29.20					80,000					
Replace Skidsteers	29	31.95					80,000	65,000				
Replace/Purchase Skidstreet Attachements	30	26.90	5,000		15,000							
Replace Bobcat Tracks	31	18.10			4,200			4,200			4,200	
Replace Brush Chipper	32	33.15				50,000						
Replace Pickup Trucks	33	24.75		55,000				55,000		55,000		
Replace Single Axle Dump/Plow Trucks	34	28.60	300,000	300,000						300,000		
Replace Dump/Utility Trucks	35	27.25			140,000							
Purchase Water Tank Truck	36	29.55	50,000									
Purchase an Air Driven Post Pounder	37	41.85				6,000						
Small Tools & Equipment	38	Varies	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Purchase a Tire Changer/Balancer Machine	39	24.45		28,000								
Purchase Mini Excavator	40	24.55								150,000		
Purchase Trackless Machine and Attachements	41	16.05				200,000						
Replacement of Street Sweeper	42	34.65					300,000					

EXPENDITURES CONTINUED:

Project Name	Page #	Priority Ranking	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Public Works Continued												
Replacement of Rounds Pickup Truck	43	27.50		85,000					85,000			
Replacement of Asphalt Hot Box	44	34.90	70,000									
Replace Dump Box on 1 Ton Ford Dump Truck	45	33.45				15,000						
Replace Snow Plow Equipment	46	27.35	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Purchase/Replace 800 Mghz Radios	47	45.00	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Purchase Clam Truck	48	25.80				375,000						
Construct Public Works Staging Area	49	18.25	50,000									
Public Works Building Remodel	50	29.20						500,000				
Public Works Garage Door Replacement	51	36.70	20,000									
Road and Bridge												
Replacement of Street Name Signs	52	27.60	210,000	62,000								
Park Maintenance												
Replace Zero Turn Mowers	53	34.65			30,000					30,000		
Purchase Large Pull Mower	54	32.30			30,000							
Replace Large Turf Mower	55	25.80		90,000						90,000		
Purchase Ballfield Grooming Machine	56	29.25										30,000
Replace Rough Terrain Vehicle (RTV)	57	28.75		45,000			25,000					
Replacement of Park Refuse/Recycling Containers	58	25.05	13,000									
Park Improvement Fund												
Replace Playground Equipment at Birch Park	59	28.25							100,000			
Replace Playground Equipment at Four Seasons Park	60	28.25								100,000		
Replace Playground Equipment at Fox Meadow Park	61	28.25										100,000
Replace Various Park Signs	62	27.35	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500
Rehabilitation of Four Seasons Tennis Court	63	41.50		70,000								
Bellaire Beach Improvements	64	17.05	200,000									
Rebuild Bellaire Park Tennis Courts/Inline Skate Area	65	29.30							70,000			
Columbia Park Parking Lot Replacement	66	27.90	250,000									
Park Trail Sealcoating	67	20.95	60,000							60,000		
Replace Playground Equipment at Manor Park	68	26.15							80,000			
Improve Playground Area/Surface at Columbia Park	69	28.40						90,000				
Replace Picnic Tables	70	53.10	15,000	15,000	15,000							
Replace Playground Equipment at Mead Park	71	28.40				90,000						
Replace Playground Equipment at Otter Park	72	28.40										90,000
Replace Summit Lane Dock	73	33.80					5,000					
Replace Red Pine Park Boardwalk	74	33.80						40,000				

EXPENDITURES CONTINUED:

Project Name	Page #	Priority Ranking	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Park Acquisition Fund												
Purchase Garley Land for Future Park	75	38.95		200,000								
Bald Eagle Trail Development	76	33.30	100,000									
Bruce Vento Trail Development	77	31.80			100,000							
Buffalo Street Trail Development	78	33.30			150,000							
Centerville Road Trail Development/Reconstruct	79	33.30				300,000						
County Road H2 Trail Development	80	33.30						500,000				
Northeast Area Trail Development	81	33.30	55,000									
Fox Meadow Park Trail Development	82	33.30				110,000						
Brandlewood Park Trail Development	83	33.30						55,000				
Rutherford Park/Lake Links Trail Development	84	33.30		110,000								
Community (Polar Lakes) Park Fund												
Baseball Field Improvements	85	27.15	30,000	30,000	30,000							
Purchase Lighting for Lower Soccer Field	86	29.35						50,000				
Construct Exercise Court/Area	87	27.15		125,000								
Grandstand Construction	88	15.50								400,000		
Polar Lakes Park Soccer Field Restroom Construction	89	28.50	500,000									
Polar Lakes Park Baseball Field Restroom Construction	90	28.50		500,000								
Replace Ball Field Lighting with LED Lights	91	47.40			100,000							
Purchase a Scoreboard for Lower Soccer Field	92	29.20						25,000				
Purchase Baseball Field Scoreboards	93	20.40			15,000			75,000				
Replace Dugout Roofs	94	24.70	150,000									
Polar Lakes Park Plaza Construction	95	31.55										200,000
Repair/Replace Signs	96	27.35								3,000		
General Polar Lakes Park Improvements	97	23.20	51,000	51,000	51,000	51,000	51,000	51,000	51,000	51,000	51,000	51,000
Construct Amphitheatre/Band Shell	98	24.40			500,000							
Parking Lot Expansion	99	38.45		200,000								
Replace Playground Equipment	100	28.40		250,000								
Improvement Fund												
Road Mill and Overlay/Reconstruction Projects	101	36.20	1,151,824	3,435,493	1,579,000	1,925,000	1,770,000	2,055,000	2,055,000	2,055,000	2,055,000	2,055,000
Sealcoat Projects	102	36.95	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Annual Curb Repair and Replacement	103	38.30	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Water Fund												
Well Pumphouse Improvements	104	30.35	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500
Water Quality Improvement Projects	105	49.25	100,000	1,500,000								
Hydrant Rehabilitation	106	41.25	30,000									
Installation of Radio Read Devices	107	24.10						100,000	100,000			
Well Pump Rehabilitation	108	37.85	32,000		60,000		35,000			50,000		
GIS Integration of Township Infrastructure	109	30.35	250,000	25,000								

EXPENDITURES CONTINUED:

Project Name	Page #	Priority Ranking	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Sewer Fund												
Replace Jet/Vac Truck	110	56.55			520,000							
Sanitary Sewer Lining Project	111	35.30			1,500,000							
Sanitary Sewer Infiltration Prevention Projects	112	46.40	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Sanitary Sewer Manhole Grouting	113	33.80	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Storm Water Utility Fund												
South Area Storm Water Improvements	114	28.20	500,000									
Replacement of Storm Water Culverts	115	29.30	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000
Storm Water Structure Repairs	116	36.75	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Pond/Ditch Cleaning	117	36.75	130,000	130,000	200,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000
Stillwater Street Drainage Improvements	118	31.35									500,000	
Beaver Street Drainage Improvements	119	31.35				25,000						
Allendale Drive Ditch Cleaning	120	31.35	30,000									
Pioneer Lane Ditch Cleaning	121	31.35	50,000									
Lake and Overlake Avenue Drainage Pipe	122	41.20	40,000									
Otterview Trail Drainage Improvements	123	31.35					35,000					
Birch Road Drainage Improvements	124	35.45	30,000									
Total Expenditures			4,884,324	7,769,493	5,415,700	3,835,000	2,967,500	4,258,900	3,143,800	3,938,000	3,226,700	3,113,700

General Fund - Road & Bridge		210,000	87,000	0	0	0	0	0	0	0	0	0
General Fund - Park & Rec		0	0	0	0	0	0	0	0	0	0	0
Park Acquisition Fund		155,000	310,000	250,000	260,000	0	555,000	0	0	0	0	0
New Debt Service Funds		1,151,824	3,435,493	1,579,000	1,925,000	1,770,000	2,055,000	2,055,000	2,055,000	2,055,000	2,055,000	2,055,000
Improvement Funds		160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000
Special Assessments		250,000	0	1,005,000	0	0	0	0	0	0	0	0
Community Park Improvement Fund		731,000	1,126,000	696,000	51,000	51,000	201,000	51,000	454,000	51,000	251,000	
Park Improvement Fund		541,500	88,500	18,500	243,500	8,500	133,500	253,500	163,500	3,500	193,500	
Water Fund		268,500	1,506,500	66,500	6,500	41,500	106,500	106,500	56,500	6,500	6,500	
Sewer Fund		160,000	60,000	555,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Storm Water Utility Fund		635,000	185,000	255,000	330,000	340,000	305,000	305,000	305,000	805,000	305,000	
Capital Building Fund		145,000	105,000	0	0	0	500,000	0	0	0	0	0
Capital Equipment Fund		471,500	659,000	740,700	794,000	496,500	170,900	152,800	667,000	85,700	82,700	
Trade-In/Salvage Value		5,000	17,000	90,000	5,000	40,000	12,000	0	17,000	0	0	0
Grants		0	30,000	0	0	0	0	0	0	0	0	0
Total Revenue Sources		4,884,324	7,769,493	5,415,700	3,835,000	2,967,500	4,258,900	3,143,800	3,938,000	3,226,700	3,113,700	



**Town Board Executive Meeting
August 23, 2019**

Agenda Number: 11

Subject: Proposed 2020 Budget

Documentation: None

Action / Motion for Consideration:

Report at Meeting / Discuss



**Town Board Executive Meeting
August 23, 2019**

Agenda Number: 12

Subject: Preliminary 2020 Tax Levy

Documentation: None

Action / Motion for Consideration:

Report at Meeting / Discuss



**Town Board Executive Meeting
August 23, 2019**

Agenda Number: 13

Subject: Public Work Director Report

Documentation: None

Action / Motion for Consideration:

Report at Meeting/ Discuss



**Town Board Executive Meeting
August 23, 2019**

Agenda Number: 14.a

Subject: Code Enforcement Officer / Building Inspector Items:
a. 5281 East County Line – Grading Concerns

Documentation: Leo Strus Correspondence

Action / Motion for Consideration:

Report at Meeting/ Discuss

Leo Straus
5301 East County Line North
White Bear Lake, MN 55110
651-429-5560
8-11-19

Supervisors
White Bear Township
1281 Hammond Rd.
White Bear Township, MN 55110

RECEIVED
AUG 13 2019
TOWN OF WHITE BEAR

Dear Sirs:

Reference Hidden Ponds Development
It appears that they have finished the grading on lot 1 of said development. However, the grading is not correct. Part of the water runoff on the north side of the lot will drain onto our property at 5301 East County Line. You might as well have it corrected before they lay sod or it will have to be done over. As it is now is unacceptable. Thank you for correcting this problem.

Sincerely
Leo Straus

cc Capstone Realty



Town Board Executive Meeting August 23, 2019

Agenda Number: 14.b

Subject: Code Enforcement Officer / Building Inspector Items:
b. 2105 Stillwater Street - Update

Documentation: Miscellaneous Correspondence

Action / Motion for Consideration:

Report at Meeting/ Discuss

Minutes
Executive Meeting
April 27, 2018

2105 Stillwater Street – Vacant Building: On April 4, 2018 the Ramsey County Sheriff's Office and the White Bear Lake Fire Department responded to a complaint of an extremely strong natural gas odor on the exterior of the home. It was determined that the kitchen stove was leaking natural gas. The home's electrical and natural gas system have been disabled and locked. The Town's water supply is turned off at the street. During the incident Town Staff conducted an evaluation of the home. The dwelling is in very poor condition with all utilities inoperable. A strong odor of mold and mildew is present. The interior of the home is cluttered with personal property. The Building Official has determined the dwelling as unfit for human habitation and posted the property accordingly. It was noted that if necessary for public safety the Town can take the house down to abate the nuisance and assess the property. It was noted that the property owner be informed of where to go for help and how to apply for a grant. The Building Official talked with the property owner today and they are committed to cleaning up the property. It was noted that a rehabilitation plan could be to allow five months to do the necessary work. After five months, if the work is not done, the Town will have the house taken down.

To:
Subject:

WHITE BEAR TOWNSHIP & OWNER OF 2105 STILLWATER ST. WHITE BEAR
TOWNSHIP; MN
2105 STILLWATER ST.

RECEIVED

OCT 19 2018

TOWN OF WHITE BEAR

Clean up 2105 Stillwater St.

We as neighbors want this property cleaned up & old non licensed, nonfunctioning vehicles removed from the property. The property has been vacant for nearly 10 years & is an eye sore to our community. It's not fair. We as good neighbors take pride in maintaining our own properties and we believe others have the responsibility to do the same. We have been waiting years for this property to be cleaned up, we have been more than patient!

Please help us take care of this issue. It's not fair to us as neighbors to have look at this mess every day. Our property values are most likely affected by this unkempt property. It's time to make a move and get rid of the problem. Earlier this spring the property was deemed unsafe for human occupancy. We are not sure why this problem has not been taken care of by now. It time to clean it up.



**WHITE BEAR
TOWNSHIP**

1858
RAMSEY COUNTY
MINNESOTA

1281 HAMMOND ROAD
WHITE BEAR TOWNSHIP, MN 55110

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

Board of Supervisors
ROBERT J. KERMES, *Chair*
ED M. PRUDHON
STEVEN A. RUZEK

ABATEMENT NOTICE

October 12, 2018

Cesario & Lupe Lopez
3872 Elmwood Street
St. Paul, MN 55127-7510

To Whom It May Concern:

Your property located at 2105 Stillwater Street has been declared a public nuisance under the jurisdiction of White Bear Township, Town Ordinance No.16, Section 4-4.

An abatement deadline has been set for no later than October 19, 2018. The following Town Ordinances were determined to be in violation by the Town Code Enforcement Officer:

Town Ordinance No. 41, Section 1 - All yards shall be maintained with an average grass height of not more than eight inches.

The property owner or responsible party may appeal the abatement order by requesting a hearing before the Town's Hearing Officer. This request shall be submitted to the Town Clerk in writing, and prior to the abatement deadline, or seven calendar days after the date of the abatement order, whichever comes first.

Failure to abate said nuisance, or failure to submit a written request for a public hearing, shall cause the Township to exercise its right to abate said nuisance and recover such abatement costs, plus an additional 25% of the authorized expenditures. All costs shall be assessed as a lien against the property.

Respectfully,

Mike Johnson
Building Official/Code Enforcement Officer

Cc: site posted





**WHITE BEAR
TOWNSHIP**

1858
RAMSEY COUNTY
MINNESOTA

1281 HAMMOND ROAD
WHITE BEAR TOWNSHIP, MN 55110

651-747-2750

FAX 651-426-2258

Email: wbt@whitebeartownship.org

Board of Supervisors
ROBERT J. KERMES, Chair
ED M. PRUDHON
STEVEN A. RUZEK

January 8, 2018

Property Owner
2105 Stillwater Street
White Bear Township, MN 55110

Dear Property Owner,

White Bear Township has determined that the property located at 2105 Stillwater Street to be vacant as defined by Town Ordinance No.16, Section 3-20. Properties determined to be vacant must be registered pursuant to Town Ordinance No. 47, Section 14 and are subject to an annual \$1100 Vacant Building Registration fee. A Vacant Building Registration packet is enclosed.

Vacant Building Registration fees shall be paid no later than 30 days from the date of this notice.

Please refer to the Vacant Building Registration requirements and process for further information on requirements, forms, fees and timeline for submittal of all forms and fees.

Failure to register vacant buildings will result in all unpaid fees being collected by special assessment under the authority of Minnesota Statutes, Section 429.101, and shall be a lien upon such real estate.

Respectfully,

Mike Johnson
Building Official / Code Enforcement Officer

Enclosure





1858
RAMSEY COUNTY
MINNESOTA

1281 HAMMOND ROAD
WHITE BEAR TOWNSHIP, MN 55110

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

Board of Supervisors
ROBERT J. KERMES, *Chair*
ED M. PRUDHON
STEVEN A. RUZEK

ABATEMENT NOTICE

May 25, 2017

Cesario & Lupe Lopez
3872 Elmwood Street
St. Paul, MN 55127-7510

To Whom It May Concern:

Your property located at 2105 Stillwater Street has been declared a public nuisance under the jurisdiction of White Bear Township, Town Ordinance No.16, Section 4-4.

An abatement deadline has been set for no later than June 1, 2017. The following Town Ordinances were determined to be in violation by the Town Code Enforcement Officer:

Town Ordinance No. 41, Section 1 - All yards shall be maintained with an average grass height of not more than eight inches.

The property owner or responsible party may appeal the abatement order by requesting a hearing before the Town's Hearing Officer. This request shall be submitted to the Town Clerk in writing, and prior to the abatement deadline, or seven calendar days after the date of the abatement order, whichever comes first.

Failure to abate said nuisance, or failure to submit a written request for a public hearing, shall cause the Township to exercise its right to abate said nuisance and recover such abatement costs, plus an additional 25% of the authorized expenditures. All costs shall be assessed as a lien against the property.

Respectfully,

Mike Johnson
Building Official/Code Enforcement Officer

Cc: site posted





WHITE BEAR TOWNSHIP

1858
RAMSEY COUNTY
MINNESOTA

1281 HAMMOND ROAD
WHITE BEAR TOWNSHIP, MN 55110

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

Board of Supervisors
ROBERT J. KERMES, Chair
ED M. PRUDHON
STEVEN A. RUZEK

April 10, 2018

Lope Lopez
3872 Elmwood St
St. Paul, MN 55127

Dear Ms. Lopez,

As the owner of 2105 Stillwater Street in White Bear Township, MN, you are hereby notified that a duly appointed officer of White Bear Township has performed an inspection of your property on April 4, 2018 and has condemned the property. The property is Unfit For Human Habitation pursuant to Township Ordinance No. 47, Section 13 (1), in that the defects create a hazard to the health, safety or welfare of the occupants or of the general public, because the building fails to provide minimum safety and sanitary conditions, the Township is serving you with this Notice of Condemnation.

This order prohibits the occupancy of 2105 Stillwater Street until the defective conditions have been corrected and the Township has issued written approval. As the property owner, you are hereby directed to correct the nuisance conditions as noted below prior to occupancy of the property.

- *Remove all trash and debris from the yard.*
- *Remove all trash and debris from the interior of the home.*
- *Repair exterior siding, roof coverings and windows.*
- *Restore all utilities to the dwelling.*

Condemned properties are subject to an \$1100 annual vacant building registration fee. Failure to correct violations or register the property will result in all fees being charged against the real estate upon which the property is located, and shall be a lien upon such real estate.

Failure to correct the nuisance conditions by May 10, 2018 will result in the Township declaring the structure to be a hazardous building and treated constant with the provisions of Minnesota Statutes as defined in Township Ordinance No. 47, Section 13-2.

Respectfully,

Mike Johnson
Building Official / Code Enforcement Officer

Enclosure





**WHITE BEAR
TOWNSHIP**

1858
RAMSEY COUNTY
MINNESOTA

CONDEMNED AS UNFIT FOR HUMAN HABITATION

Address: 2105 Stillwater Street, White Bear Township, MN

This structure has been declared unfit for human occupancy or use by White Bear Township's Building Official / Code Enforcement Officer per Town Ordinance No. 47 Section 13.

It is unlawful for any person to occupy this building.

Any person violating this order, defacing and/or removing this placard without authorization is subject to prosecution 90 days incarceration and/or a \$1,000 fine.

Building Official/Code Enforcement Officer:

Date:

4-4-18

EXTRACT OF MINUTES OF A MEETING OF THE TOWN
BOARD OF THE TOWN OF WHITE BEAR, MINNESOTA,
HELD ON AUGUST 3, 2015

Pursuant to due call and notice thereof, a Regular meeting of the Town Board of the Town of White Bear, Minnesota, was duly held at Heritage Hall in said Town on August 3, 2015, at 7:00 o'clock p.m.

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

Supervisor Prudhon introduced the following Resolution and moved its adoption:

**RESOLUTION ORDERING ABATEMENT OF
NUISANCE CONDITION AT 2105 STILLWATER STREET**

WHEREAS, the Town Board of Supervisors is authorized to correct or remove the nuisance condition of any building or property pursuant to Minnesota Statutes, Section 463.161,

AND WHEREAS, the Town Board has previously adopted Ordinance No. 16 entitled "Nuisance Ordinance" for the purpose of protecting the public health, safety and general welfare of the people of the Township,

AND WHEREAS, Section 7 of Ordinance No. 16 authorizes the Town Compliance Official to determine if any property fails to meet the provision of Ordinance No. 35, Section 7-6.2, and further authorizes the Compliance Official to issue a Compliance Order to correct such violations,

AND WHEREAS, the Town Compliance Officer determined on or about May 1, 2015, that the single family dwelling located at 2105 Stillwater Street in the Town of White Bear, was in a nuisance condition,

AND WHEREAS, it appears that it is in the public interest to abate, through correction or removal, the existence of the nuisance condition at 2105 Stillwater Street,

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

1. That nuisance conditions exist at the single family dwelling located at 2105 Stillwater Street.
2. That the owner of the dwelling at 2105 Stillwater Street is ordered to correct or remove the nuisance conditions of the building or property.



**Town Board Executive Meeting
August 23, 2019**

Agenda Number: 14.c

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

Documentation: None

Action / Motion for Consideration:

Report at Meeting/ Discuss

Minutes
Executive Meeting
July 26, 2019

CODE ENFORCEMENT OFFICER – BUILDING INSPECTOR ITEMS: 5456 / 5405 Township Drive:
The Town Building Inspector reported a brief history of these properties and the progress that has been made. Both instances from the June Executive Meeting were discussed as there haven't been any complaints since, but the Town wants to be proactive in completely solving the issues and that takes compliance of the owner or renters. The abatement order that is included in the packet was discussed. The property owner complied.



**Town Board Executive Meeting
August 23, 2019**

Agenda Number: 14.d

Subject: Code Enforcement Officer / Building Inspector Items:
b. 5405 Township Drive

Documentation: None

Action / Motion for Consideration:

Report at Meeting/ Discuss

**Minutes
Executive Meeting
July 26, 2019**

CODE ENFORCEMENT OFFICER – BUILDING INSPECTOR ITEMS: 5456 / 5405 Township Drive:
The Town Building Inspector reported a brief history of these properties and the progress that has been made. Both instances from the June Executive Meeting were discussed as there haven't been any complaints since, but the Town wants to be proactive in completely solving the issues and that takes compliance of the owner or renters. The abatement order that is included in the packet was discussed. The property owner complied.



**Town Board Executive Meeting
August 23, 2019**

Agenda Number: 15.a

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

Documentation: None

Action / Motion for Consideration:

Report at Meeting / Discuss

**Minutes
Executive Meeting
July 26, 2019**

DNR Groundwater Management – Update: The Town Attorney reported that the State, Town, and City have filed a response for appeal to the Supreme Court. The Supreme Court has agreed to hear the response and so now there is a schedule for file briefing. There won't be any formal notice by the Court until early 2020. There was discussion on the possibilities based on the decision from the MN Supreme Court. It was noticed that any review of the permits will be tabled until then.



**Town Board Executive Meeting
August 23, 2019**

Agenda Number: 15.b

Subject: Clerk-Treasurer Report:
b. Cell Tower Lease Buyout

Documentation: Landmark Dividend Correspondence

Action / Motion for Consideration:

Report at Meeting / Discuss



July 25, 2019

Terms of Agreement

Lease Information:

Seller/Site Owner: Authorized Signatory
Mailing Address: 1281 Hammond Rd
White Bear Township, MN 55110-5866

Tenant	Current Rent	Escalation Rate	Site Address
Verizon	\$2,211.88 Monthly	5.00 % Annually	1281 Hammond Rd, White Bear Township, MN 55110
Windstream Communications	\$1,114.38 Monthly	3.00 % Annually	1281 Hammond Rd, White Bear Township, MN 55110

Easement Area and Assignment of Lease: The Easement Area shall be approximately, the leased premises described by the existing cellular lease (the "Lease(s)") and a non-exclusive access and utility easement. The Easement Area will be confirmed by a survey performed during due diligence. Landmark will be assigned the Lease(s) for the duration of the easement.

Confidentiality: Site Owner agrees not to disclose any of the terms of this agreement to any unrelated third parties, except for its broker, agent, lawyers, consultants, bookkeepers and tax advisors, without Landmark's prior written consent for the later of one (1) year from the date of this document or the date on which both parties enter into a mutually acceptable easement and purchase and sale agreement.

Exclusivity: Until the expiration of this agreement, Site Owner shall not, directly or indirectly, (a) offer the Lease(s) or the Easement Area for sale or assignment to any other person; (b) negotiate, solicit or entertain any offers to sell or assign any interest in the Lease(s) or the Easement Area to any other person; or (c) modify, amend, supplement, extend, renew, terminate or cancel the Lease(s).

The purchase price shall be the gross purchase price from which will be deducted:

- Prorated rent for the remainder of the month/year of closing
- the next two months' of rent payments to account for the time it takes the tenant time to recognize Landmark as the new payee (Site Owner shall be entitled to receive and deposit the next two monthly rent checks after closing, provided however, if one or both rent checks are received by Landmark, Landmark will pay to Site Owner the sum of the rental revenue not received by Site Owner for the 2 months following closing once received by Landmark); and
- Transfer taxes.

Offer Expiration Date: October 23, 2019

* Landmark will complete a title search on the property and perform any and all due diligence on the property, including a survey of the Easement Area and site inspection at its sole cost and expense. If there is a mortgage or lien on the property, Site Owner agrees to use commercially reasonable efforts to obtain a non-disturbance agreement ("NDA") from the lender or lienholder. If the NDA cannot be obtained, Landmark may still close the transaction without an NDA, provided however, Site Owner complies with Landmark's additional due diligence requests. Site Owner will provide Landmark with attorney comments to any of Landmark's transaction documents within five (5) days of the receipt of such documents.

* Our signatures below acknowledge that these are the business terms upon which this transaction will be completed and authorizes Landmark to proceed with this transaction. Closing is subject to Landmark's receipt and evaluation of the document checklist items, completion of due diligence and final underwriting approval, and a mutually acceptable easement and purchase agreement. Landmark will endeavor to close this transaction within forty-five (45) days of its receipt of Site Owner's signature below or if that is not possible, within five (5) days of the receipt of all due diligence including any necessary NDAs or consents and the expiration or waiver of any right of first refusal (the "ROFR") of any tenant. If Landmark does not close the transaction within ninety (90) days of the date of Site Owner's signature below, this agreement will expire unless extended by mutual written consent.

* For the purposes of this document, "Landmark" and "Site Owner" shall refer to and mean Landmark Dividend LLC and its affiliates and Site Owner and their respective affiliates, successors and/or assigns.

Additional Terms:

- Landmark does not charge any closing costs to Site Owner.

Purchase Price and Term: Initial below

1. _____ Purchase Price: \$350,000.00
Term: 180 Months
Type: Lump Sum

Please sign and date below and return at your earliest convenience

Approved by:

Authorized Signatory

Landmark Authorized Signatory

Date: _____
Phone: _____
Email: _____

Document Checklist

1. I agree to provide my representative with the following information required for closing within 7 days of Site Owner's execution of this agreement:

- Fully Executed copy of cellular lease, including any addenda, amendments, assignments, site plans, construction drawings, notices or exercise letters, any other available tenant correspondence
- Copies of the last two months' rent checks or the last annual check if paid annually
- Proof of Site Owner's existence and authority, as applicable: articles of incorporation, articles of formation, by-laws, operating agreement; partnership agreement; trust agreement; probate documents, death certificate; divorce decree; property management agreement
- Deed
- Current tax bill for property
- Prior title report or title insurance policy, if available
- Existing environmental reports, if applicable (Phase 1 or 2)

2. Attorney Contact Information

Name: _____
Telephone: _____
Email: _____

3. Representation

Site Owner has not received any verbal or written notice from the Tenant(s) that the site is or will be decommissioned or that the site is or will be subject to a reduction in the rental revenue.

Initial _____

4. Mortgage: Yes No

Bank: _____

Mortgage Amount: _____

Lender Contact: _____

Lender Phone: _____

Lender Email: _____

Site Owner Signature

Date: _____



**Town Board Executive Meeting
August 23, 2019**

Agenda Number: 15.c

Subject: Clerk-Treasurer Report:
c. Water Gremlin - Update

Documentation: None

Action / Motion for Consideration:

Report at Meeting / Discuss

Minutes
Executive Meeting
July 16, 2019

Water Gremlin – Update: There was some discussion of Water Gremlin. Earlier in the meeting, Wazlawik summarized the history of the legislative session determining whether or not to ban TCE, but in the end decided to get more research accomplished. There was discussion of the fines Water Gremlin paid, and she stated that instead of the funds being used for affected communities in the NE Metro area, the funds were placed into the state-wide environmental fund. The Town Attorney noted that the Town can only control or authorize zoning and variances regarding Water Gremlin, they cannot remove them or zone them out of the Township.



**Town Board Executive Meeting
August 23, 2019**

Agenda Number: 15.d

Subject: Clerk-Treasurer Report:
d. December Executive Meeting Date –
Consider Changing Date

Documentation: Calendar

Action / Motion for Consideration:

Report at Meeting / Discuss

December 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 Bill Short Contract Expires	2 TB Mtg	3	4	5 Public Safety Comm	6	7
8	9	10 EDAB-Mtg Annual Budget Mtg	11	12 Utility Comm	13	14
15	16 EDA/TB Mtg 1) Comm Recomm 2) Month Fin Rpt	17	18	19 Park Bd	20	21
22	23	24 Christmas Eve	25 Christmas Holiday 	26 Planning Comm	27 Exec Mtg 1) DNR	28
29	30	31				

Refuse Contract Expires 12/2020 Per Contract Negotiations should begin 1/1/2020

NE Youth & Family Services Contract Expires 12/2019



**Town Board Executive Meeting
August 23, 2019**

Agenda Number: 16 - 17

Subject: Open Time
Added Agenda Items

Action / Motion for Consideration:



**Town Board Executive Meeting
August 23, 2019**

Agenda Number: 18 – 19

Subject: Receipt of Agenda Materials / Supplements
Adjournment

Action / Motion for Consideration:

Receive All Agenda Materials & Supplements for Today's Meeting

Adjourn Meeting