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

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

AGENDA
UTILITY COMMISSION MEETING
SEPTEMBER 12, 2019

1. **7:00 p.m.** Call Meeting to Order at Township Office Conference Room, 1281 Hammond Road.

2. Approval of September 12, 2019 Agenda (Additions/Deletions).
3. Approval of August 8, 2019 Minutes (Additions/Deletions).

4. Consent Agenda:

    a. Monthly Sewer & Water Report.
    b. Receive Republic Services Monthly Service Report.

5. 2560 1st Street Utility Connection Fee – Contractor to Attend.

6. Highway 96 Discharge Fees – Discussion.

7. Water Meter Installation:
    1. Failure to install fee.
    2. Number of meters installed to date.
    2. Valve repair – resident e-mail

8. Commissioner's Report.

9. Public Works Director Report.

10. Next Meeting Date / Agenda Items.
11. Added Agenda Items.
12. Adjournment.

White Bear Township's
Mission:

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

recycled paper

WHITE BEAR TOWNSHIP

Utility Commission Meeting
September 12, 2019

Agenda Number: **1 – 2- 3**

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

Approval of September 12, 2019 Agenda &
August 8, 2019 Minutes

Documentation: September 12, 2019 Agenda &
August 8, 2019 Minutes

Action / Motion for Consideration:

Call meeting to order:	7:00 p.m.
Approval of Agenda:	September 12, 2019 (Additions / Deletions)
Approval of Minutes:	August 8, 2019

MINUTES
UTILITY COMMISSION MEETING
AUGUST 8, 2019

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

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

APPROVAL OF AGENDA (Additions/Deletions): Bernstein moved to approve the agenda as submitted with the addition of 9A) Trash Day – Update; 9B) Market Index Study – Analysis for Monthly Meetings. DeLoach seconded. Ayes all.

APPROVAL OF MINUTES OF JULY 17, 2019: Bernstein moved the approval of the July 17, 2019 Minutes. Pehrson seconded. Ayes all.

CONSENT AGENDA: Pehrson moved to approve of the Consent Agenda as follows: 4A) Monthly Sewer & Water Report; 4B) Receive Republic Services Monthly Service Report. DeLoach seconded. Ayes all. There was discussion on the hydrant flushing and residential consumption. It was noted that the residential consumption shouldn't exceed last year's consumption, as the gallons used per capita per resident is down 75 gallons per day. It was the consensus that the water reading will be even more accurate with the new meters being installed.

HIGHWAY 96 DISCHARGE FEES – DISCUSSION W/GHD REPRESENTATIVES REGARDING REYNOLDS METALS/WHIRLPOOL: Engineer Sarah Illi and Hydrogeologist Brian Sandberg were present to discuss the invoicing of their client Reynolds Metals/Whirlpool. Illi gave a brief overview of the project beginning in 1986, with Sandberg filling in some missing pieces, as he had been working on this project since then.

Highway 96 old landfill site used to be a residentially owned property turned into a dumpsite, industrial waste was dumped there. Whirlpool is in charge of remediation of the land, water, and aquifers there. A hydraulic containment system was set in place to pump contaminants out of the aquifer so the pollution didn't migrate. This system pumps 20 gallons of water per minute and cleans it. The goal is to be able to stop, but not any time in the foreseeable future.
There was discussion on MCES (Metropolitan Council's) regulations and requirements regarding this agenda item. It was noted that GHD is not billed by the Met Council, but by the liaison, White Bear Township. The Town Clerk in 1986, William J. Malinen had an agreement with GHD's clients regarding payment rate, but nothing was drafted up in legal agreement, nor was there language of price increase over the years. There was an agreement drafted in November 1993, but it was not signed.

Currently, GHD is considered a "vendor" in the Township's system, however, due to personnel changes over the length of time this project has been going on, invoices were left unpaid. Also, the rate per 1,000 gallons is still the same as in 1986: $1.402, according to documents under Malinen.

The goal of this discussion is to come to a conclusion on how to best move forward into the future, legal agreement wise, and how best to make good on the outstanding, under-charged rates. There was discussion of cutting losses, of making the rates the current rates, etc. Illi noted that her clients are willing to go back to the beginning of the unpaid invoices (2017-2018) and pay the Met Council's rates, which are considerably higher than $1.402 per 1,000 gallons. There was discussion on how far the Township should go back, if at all, to reclaim a loss and turn it into at least breaking even. Bernstein discussed with the Finance Officer, and it was the consensus that he would be able to take a look at the spreadsheets and come up with a good rate of increase on consumption, which was previously set to 3%. Going off of the Met Council's rates, considering GHD has only paid $1.402 for the past 30 years, the Township has lost money since 2005.

GHD wants to remain partner with the Township, and in doing so has covered the unpaid invoices at the $1.402 rate, but is open to paying additional fees if an agreement was reached between the Township and GHD. It was the consensus that the Town Clerk will be in discussion with the Town Attorney to draft up a legal agreement going forward. It was the consensus that this partnership has been agreeable, and that the steps to right this situation will be made. Illi noted again that GHD is willing to pay the Met Council's rate, and other discussions can be had.

Since it would not be wise to make any decision this night, the Commission is just asked to digest the information presented the past hour and Staff will be in communication with the Town Attorney. There will be more discussion going forward, and at that time may need a recommendation from the Commission to the Town Board.

WATER METER INSTALLATION – FAILURE TO INSTALL FEE: The Public Works Director summarized that the first two weeks have not gone well at all, in terms of installations. The team is behind due to few errors in communication with residents. The first notice went out on the 4th of July Weekend. It was noted that residents probably didn't look at the notice. A large percentage of the meters installed so far have been spur of the moment, knocking on doors in neighborhoods. The first route should be completed in entirety, but instead there are some left. It was noted that communication to residents going forward will be much clearer. The communication is on many media platforms such as the Town's website, Facebook page, in the newspaper, in utility bills, etc.

There was discussion on what to do if residents have trouble with valves. So far the contractors have come across 5 valves that are inoperable. There was discussion on should the Township cover the cost, should the resident cover the cost, would it be possible to just freeze the water so the contractors can install the meters without any fees. However, if there are inoperable valves, that could prove costly to residents if an emergency came up, so perhaps it would be better to fix it and put it on a bill over a period of time.

It was the consensus that the Commission think on these options of this agenda item. There will be more discussion at the September Utility Commission Meeting.

COMMISSIONER'S REPORT: Commissioner McCune was present to report on **Clean Up Day**. There will be more discussion later in the meeting, but McCune wanted to note that the Board

is looking for direction. At the July Town Executive Board Meeting, the Board met with Amy Wazlawik regarding the state aid known as **LGA**. It was noted that this process will not be finished this year, but perhaps in 2020, aid can be accounted for the Township's needs. The Town Engineers are looking at **I & I issues and watermain issues**. Pump #5 along Hugo road will be looked at. The Town Board is in communication and discussion on how the Township can better fix these problems and prepare the pump for longer periods of time. **The Pavement Management Plan** is underway for 2019. Bids went out and a contract has been awarded to T.A. Schifsky and Sons to start this year's mill and overlay projects. It was noted that 2020 plans will be bigger and more expensive than 2019's as some reclamations are needed. The **Landscape and interior work** at the Town Offices are in motion. The landscape portion should be done soon. Some trees came out, some trees from Tree Trust will go in, new flowers will be added. The interior work starts in October and will be done by Thanksgiving. Ramsey County Sheriff's Department will have a substation and both parties will benefit.

PUBLIC WORKS DIRECTOR REPORT: The Public Works Director was present to discuss the Public Works Report for July 2019. There was discussion on the repainting of the **Water Tower**. The contractor is behind a bit, but it will turn out beneficial to the Township as the water tower has been useful in pumping water this summer. Plus, the contractors need cooler weather for settling of paint and materials. It is the hope that this upgrade and painting will last the Township 30 years at this tower. **Lift Station #9** work starting soon, starting with bypass pumping. The contractor will begin work once the control panel is completed. There was discussion of the **Portland Drain Collapse**. It was replaced and completed quickly. The pond is dry now and the safety hazard gone.

ADDED AGENDA ITEMS: The next meeting date is scheduled to be September 12, 2019.

TRASH DAY – UPDATE: The Town Clerk reported that the Town expected Trash Day to be busier in the morning and planned to have two traffic patrols. The busyness continued throughout the day, so much so that the Town asked Republic Recycling to extend an extra hour, which it did. The Clerk reported that the tonnage in 2016 was 45 tons, and in 2019 there was 75 tons, which is a 60% increase. The Town Board wants direction in how to treat and adjust this, ensuring that solely Township residents are the recipients of Trash Day. The Commission discussed residents bringing in utility bills showing their street address, among other ideas. There was also discussion of having two Trash Days per year, one in the spring and one in the fall, to help lessen the amount per Trash Day. It was the consensus that the Commission will think these things over and have further discussion at following meetings before any recommendation to the Town Board.

MARKET INDEX STUDY – ANALYSIS FOR MONTHLY MEETING: The Utility Commission Chair summarized that he would like to have the details regarding the costs associated with glass, paper, cardboard, etc. from Republic. The hope is to determine what these recyclables are worth over time. One resource is recyclingmarkets.net. It was the consensus that Groschen will gather more information and put together a memo for the Town Clerk to be in contact with Bev from Republic.

DeLoach moved to adjourn the meeting at 9:03 p.m. Fredericks seconded. Ayes all.

Utility Commission Meeting
September 12, 2019

Agenda Number: **4A - Consent**

Subject: Receive Monthly Sewer & Water Report

Documentation: None

Action / Motion for Consideration:

Receive Information

**** Please Note: In the future this item will only appear on your agenda quarterly as it is only run in conjunction with the water meter reads.**

WHITE BEAR TOWNSHIP

Utility Commission Meeting
September 12, 2019

Agenda Number: **4B - Consent**

Subject: Republic Services Monthly Service Report

Documentation: Not Available at Time of Meeting

Action / Motion for Consideration:

Receive Information

Utility Commission Meeting
September 12, 2019

Agenda Number: **5**

Subject: 2560 1st Street Utility Connection Fee – Contractor to Attend

Documentation: Tramm Correspondence w/ attachments

Action / Motion for Consideration:

Receive Information

Kevin and Jane Tramm
4771 126th Street Court N
White Bear Lake, MN 55110

August 15, 2019

Ed Prudhon, Chair
Steve Ruzek, Supervisor
Scott McCune, Supervisor
Patrick Christopherson, Clerk
White Bear Township
1281 Hammond Road
White Bear Township, MN 55110

Re: Utility Fees for 2560 1st Street

Dear Sirs,

We want you to know about a town policy that has caused harm to our business. We write to you to help inform policy making, as well as give you an opportunity to "make it right."

Kevin is a longtime builder – a small-scale independent builder in business for more than twenty-five years. We have never experienced the kind of government charges that we did with your township.

In 2017-2018, we built a nice, small home on a small lot in the city of White Bear Lake. The sewer and water hook-up was in the street out in front, but we needed to access the sewer and water through White Bear Township. The sewer and water connection fees from White Bear Township were excessive: $19,900. This is beyond the $5525 we paid for SAC and WAC charges to White Bear Township and the $10,195 that we paid to DSM Excavating Co. to physically hook up. At the time, we asked the township to consider the hardship this would cause and were denied because no hardship was evident prior to putting the house on the market.

However, when we completed the home and put it on the market at a price that covered the actual cost and paid us a building fee, we could not sell the house. It was not until months later, when we had lowered the price substantially that we were able to sell the house. After all the work it took to plan and build that home, we made ZERO profit.

There is no question that the cost for this home was too high – and too high because White Bear Township charged an excessive fee for access to water and sewer.

RECEIVED
AUG 15 2019
TOWN OF WHITE BEAR

When you think about it, the township already has the water and sewer available and the new customers are paying for ongoing water and sewer services. The ordinary SAC and WAC fees were paid as well. The $19,900 just went into the township coffers, and we received no compensation for all six months of effort we put into building that home. The hardship for us continues actually. Receiving no pay for six months of the year last year still stings us today.

So, again, to inform policy – know that your fees are coming out of someone's pocket. We also would like to ask you to reconsider the fee and refund a good portion, knowing that indeed your township fees were a hardship for us.

Thank you for your consideration.

Sincerely,

Kevin and Jane Tramm

Kevin and Jane Tramm

(612) 226-8502

WHITE BEAR TOWNSHIP

1281 Hammond Road
White Bear Township , MN 55110
Phone: (651)747-2750 Fax: (651)426-2258
Email: wbt@whitebeartownship.org

WHITE BEAR TOWNSHIP
1858
RAMSEY COUNTY
MINNESOTA

2017-01006
ISSUED: 08/23/2017
EXPIRES: 02/19/2018

Permit #: 2017-01006

ADDRESS	:	2560 1ST ST
PIN	:	123022420078
LEGAL DESC	:	SECTION 1 TOWN 30 RANGE 22
	:	LOT XXX BLOCK XXX
PERMIT TYPE	:	UTILITY CONNECTION
PROPERTY TYPE	:	SINGLE-FAMILY
CONSTRUCTION TYPE	:	B NEW CONSTRUCTION

SAC/WAC UNITS 1

APPLICANT

TRAMM, KEVIN
2560 1ST STREET
WHITE BEAR LAKE, MN 55110-

OWNER

TRAMM, KEVIN
2560 1ST STREET
WHITE BEAR LAKE, MN 55110-

UTILITY CONNECTION FEE - SEWER	9,950.00
UTILITY CONNECTION FEE - WATER	9,950.00
SAC	2,485.00
SAC - LOCAL	600.00
WAC - LOCAL	2,440.00
TOTAL	**25,425.00**
Payment(s)	
CHECK	25,425.00

AGREEMENT AND SWORN STATEMENT

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

_____ / ___ / ____
Applicant Signature

Karen Edson 8/23/17
White Bear Twp - Authorized Signature

This permit becomes null and void if work is not commenced

SEPARATE PERMITS REQUIRED FOR WORK OTHER THAN DESCRIBED ABOVE.

DSM Excavating Company Inc.

2916 Enterprise Ave
Hastings, MN 55033
Phone: 651-480-1355
Fax: 651-480-1385

Invoice

Date	INVOICE #
11/28/17	91174

Bill To
Tramm Companies Suite 100 3820 Cleveland Ave Arden Hills, MN 55112

Job Address
2560 1st Street White Bear Lake Kevin

Vendor #	P.O. No.

Date	Description	Hours/Quantity	AMOUNT
11/21/17	Tap Sewer and Water into Street, Remove and Export Asphalt and Excavate in Street (65Feet) - Drain Rock/Recycle		10,195.00

Thank You!

Total	$10,195.00

WHITE BEAR TOWNSHIP

Utility Commission Meeting
September 12, 2019

Agenda Number: 6

Subject: Highway 96 Discharge Fees - Discussion

Documentation: Town Attorney E-mail

Action / Motion for Consideration:

Receive Information/Discuss

Minutes
Utility Commission Meeting
August 8, 2019

HIGHWAY 96 DISCHARGE FEES – DISCUSSION W/GHD REPRESENTATIVES REGARDING REYNOLDS METALS/WHIRLPOOL: Engineer Sarah Illi and Hydrogeologist Brian Sandberg were present to discuss the invoicing of their client Reynolds Metals/Whirlpool. Illi gave a brief overview of the project beginning in 1986, with Sandberg filling in some missing pieces, as he had been working on this project since then.

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Patti Walstad

From: Pat Christopherson
Sent: Wednesday, August 21, 2019 1:08 PM
To: Patti Walstad
Subject: FW: whirlpool - reynolds agreement

Please add to the UC agenda as well!

From: Chad Lemmons <chadlemmons@kellyandlemmons.com>
Sent: Friday, August 16, 2019 10:15 AM
To: Pat Christopherson <Pat.Christopherson@whitebeartownship.org>
Subject: whirlpool - reynolds agreement

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

Pat –

While neither party can locate a copy of the original executed agreement I would point out that the town does have executed copies of a1988 hold harmless agreement. Under this agreement both Whirlpool and Reynolds agreed to indemnify and hold the town harmless from any volume charges, strength charges or other costs charged by the metropolitan waste control commission.

In other words the town has the right to pass through all expenses incurred due to the ground water pumping by Whirlpool and Reynolds. At this point the town needs to create a formula which allows the town to pass through to Whirlpool and Reynolds all of those costs charged by metropolitan waste control commission.

As to pass through costs which should have been charged but weren't. The town does have a problem. Both the executed agreement and the unexecuted agreement fail to contain non-waiver language. Under non-waiver language a party has the right to accept and credit payments without waiving the right to enforce contract terms which have been breached.

Without waiver language once a party accepts performance of a contract "payments" from the other party without demanding cure of any default the non-defaulting party loses its rights to enforce the agreement as written. In addition, the town's action creates an implied contract. The actions of the parties would constitute the terms of the implied contract. Therefore the payments made and accepe4d define Whirlpool's and Reynold's obligation under the contract.

The town could always make the argument that the town was unaware that it was not collecting full payments due it. The problem is that is a unilateral mistake. A party who commits a unilateral mistake cannot recover unless it can show fraud on part of the other party. Given the fact that neither Whirlpool or Reynolds could have any idea how much the metropolitan waste control commission is charging the town I do not see how they could have committed fraud.

While I would advise the town to at least send a bill to Whirlpool and Reynolds for past under charges. I would not press the issue very hard.

Regarding RP's proposal to pay $2.53/KGAL from 2019 and adjust the rate annually that seems fair as long as the rate of $2.53 covers the costs charged by the metropolitan waste control commission.

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

Thank you.

Chad D. Lemmons
Attorney at Law

Phone: (651) 224-3781 Fax: (651) 223-8019
Email: chadlemmons@kellyandlemmons.com
Kelly & Lemmons, P.A. | 2350 Wycliff Street, Suite 200 | St. Paul, MN 55114

Attention: Any tax advice in this message is not intended or written to be used and cannot be used for the purpose of avoiding any federal tax penalties. This message and any attachments are intended only for the named recipient(s), and may contain information that is confidential, privileged, attorney work product, or exempt or protected from disclosure under applicable laws and rules. If you are not the intended recipient(s), you are notified that the dissemination, distribution, or copying of this message and any attachments is strictly prohibited. If you receive this message in error, or are not the named recipient(s), please notify the sender at either the email address or the telephone number included herein and delete this message and any of its attachments from your computer and/or network. Receipt by anyone other than the named recipient(s) is not a waiver of any attorney-client, work product, or other applicable privilege, protection, or doctrine. Thank you.

Utility Commission Meeting
September 12, 2019

Agenda Number: 7

Subject: Water Meter Installation:

1. Failure to install fee
2. Number of meters installed to date
3. Valve Repair – resident e-mail

Documentation: Resident e-mail

Action / Motion for Consideration:

Receive Information

1,403 Meters Installed as of September 5, 2019

Minutes
Utility Commission Meeting
August 8, 2019

WATER METER INSTALLATION – FAILURE TO INSTALL FEE: The Public Works Director summarized that the first two weeks have not gone well at all, in terms of installations. The team is behind due to few errors in communication with residents. The first notice went out on the 4th of July Weekend. It was noted that residents probably didn't look at the notice. A large percentage of the meters installed so far have been spur of the moment, knocking on doors in neighborhoods. The first route should be completed in entirety, but instead there are some left.
It was noted that communication to residents going forward will be much clearer. The communication is on many media platforms such as the Town's website, Facebook page, in the newspaper, in utility bills, etc.

There was discussion on what to do if residents have trouble with valves. So far the contractors have come across 5 valves that are inoperable. There was discussion on should the Township cover the cost, should the resident cover the cost, would it be possible to just freeze the water so the contractors can install the meters without any fees. However, if there are inoperable valves, that could prove costly to residents if an emergency came up, so perhaps it would be better to fix it and put it on a bill over a period of time.

It was the consensus that the Commission think on these options of this agenda item. There will be more discussion at the September Utility Commission Meeting.

Ordinance No. 12, Section 13

SECTION 13. ACCESS TO BUILDINGS. All water service through the Town Water Supply System shall be furnished through a water meter of the kind designated by the Town Board. All meters will be equipped with an outside reading device. The meter and outside reading device shall be installed in a location on the premises suitable for easy access for examination and reading, and safe from frost and other damage. All meters shall be under the control and supervision of the Town and shall be sealed by employees of the Town or persons delegated by them to perform that task.

13-1. If a water meter has not been installed at any property that has received reasonable notice, the property served by Township water shall be billed the residential non-metered water fee and the non-compliant fee as set forth in Ordinance No. 54 (Fees & Charges) until such time as water meter installation is complete.

13-2 The Town Board finds that the reading of water meters is necessary to accurately determine water usage and charges. The officers of the Town and every person delegated by them for that purpose shall have free access at reasonable hours of the day to all parts of every building and premises connected with the Town Water Supply System. However, if access to the water meter is denied, the property served by the water meter shall be billed the fixed fee rate plus the non-compliant fee as set forth in Ordinance No. 54 (Fees & Charges) until such time as the Town or its designee is permitted access to the building or premises.

13-3. At the written request of any owner a person designated by the Town may test or cause to be tested the meter supplying the premises. A meter testing fee in the amount set forth in Ordinance No. 54 (Fees & Charges) will be paid before the meter is tested. If the meter is found to be faulty, the meter testing fee may be returned. If the meter is found to be measuring water accurately, then the meter testing fee will be retained by the Township to pay for the testing. The result of such test will be reported to the owner.

13-4. If the testing of a meter as stated in Section 13-3, indicates that the register has caused overcharging to the owner, the owner may be refunded based on the corresponding quarter of the previous year, or if for any other reason the charge for such corresponding period cannot be justly applied, the charge will be equitably adjusted by a person designated by the Town.

13-5. The owner is prohibited from obstructing the meter so as to prohibit the reading or repairing of the meter.

13-6. It shall be unlawful for anyone to intentionally misread or tamper with any meter so as to avoid charges for water.

13-7. All water meters shall be obtained from the Township at the cost set forth in Ordinance No. 54 (Fees & Charges).

Ordinance No. 54, Section 7-1

SECTION 1. AMENDMENT. Section 7-1 - MUNICIPAL WATER, of Ordinance No. 54 is amended to read as follows:

7-1. MUNICIPAL WATER

FIXED FEE:

5/8 & 3/4 inch meter	Per Town Board Resolution
1 inch meter	Per Town Board Resolution
1-1/2 inch meter	Per Town Board Resolution
2 inch	Per Town Board Resolution
3 inch	Per Town Board Resolution

CONSUMPTION FEE:

RESIDENTIAL:

0 - 24,000 gallons	Per Town Board Resolution
24,001 - 39,000 gallons	Per Town Board Resolution
39,001 - 54,000 gallons	Per Town Board Resolution
>54,000 gallons	Per Town Board Resolution

RESIDENTIAL IRRIGATION (Where Metered as Irrigation):

All Use	Per Town Board Resolution

COMMERCIAL:

All Non-irrigation use	Per Town Board Resolution

COMMERCIAL IRRIGATION:

All Use	Per Town Board Resolution

NON-COMPLIANT FEE: Per Town Board Resolution
(Currently $300.00)

RESIDENTIAL NON-METERED WATER FEE: Per Town Board Resolution

SECTION 2. AMENDMENT. Section 7-2 - SANITARY SEWER, of Ordinance No. 54 is amended to read as follows:

7-2. SANITARY SEWER

Residential Flat Rate for Sewer	Per Town Board Resolution
Metered Commercial Sewer	Per Town Board Resolution

Patti Walstad

From: Pat Christopherson
Sent: Wednesday, August 21, 2019 9:42 AM
To: Patti Walstad
Subject: FW: 5345 West Bald Eagle Blvd.

Please add to Utility Commission agenda for discussion

PC

From: Geri O'Connor <geriaoconnor@gmail.com>
Sent: Wednesday, August 21, 2019 9:27 AM
To: Pat Christopherson <Pat.Christopherson@whitebeartownship.org>
Subject: 5345 West Bald Eagle Blvd.

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

Good morning,

My name is Geri O'Connor and I live at 5345 West Bald Eagle Blvd. We had scheduled White Bear Plumbing to come out to our home to fix the shut-off valve in our home so that the meter could be upgraded (per 07/19/19 Township mailing). The Township was out today to turn off the water and we were just told that the valve at the street is broken and that we are responsible for repairs. This valve is at the curb! It couldn't be any closer to the street unless it was under the curb itself. We, as the homeowners, had no idea where this valve was located and would have no access to it even if we did know where it was. We have only lived in the home for approximately 4 years. The valve could have been broken way before then. There is absolutely no reason we should be responsible for the repair of this valve and have no plans to pay for such repairs.

I would appreciate hearing from the Township regarding this issue.

Thank you.

Geri O'Connor
(612) 418-4389

Utility Commission Meeting
September 12, 2019

Agenda Number: **8**

Subject: Commissioner's Report

Documentation: None

Action / Motion for Consideration:

Utility Commission Meeting
September 12, 2019

Agenda Number: **9**

Subject: Public Works Director Report

Documentation: Report

Action / Motion for Consideration:

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

1. **Lift Station Upgrades–**
   - Lift Station #10 – TKDA and Public Work's are working with the general contractor, Lametti and Sons, to resolve an issue with Pump #1 at the lift station. Restoration of turf areas and removal of silt fence is still not completed
   - Lift Station #9 (the last of the Town's 10 Lift Stations to be rehabilitated)– Bypass pumping has been placed. Bypass pumping and lift station rehabilitation work began Wednesday, August 21st.

2. **Safety**
   - Annual AWAIR Training for all Town Employees was held at the Township Administrative Offices on Thursday, August 23.

3. **Water Meter Repair/Reading**
   - Water meter replacement project update – M&E Construction started installations with one installer on July 8th. As of 8/19/19, 916 Water Meters have been installed with 20 installs with issues outstanding. Issues are varied from bad isolation valves on either side of the meter (13 as of 8/19/19), meter is built into finished wall (2 as of 8/19/19), intermediate meters (3 as of 8/19/19) and a leaky 90 degree elbow for a total of 20 issues.
   - Commercial meter testing – A percentage of commercial meters will be tested for accuracy each year going forward. Beginning with the highest users that have not been replaced recently.

4. **2018-2027 Capital Equipment/Capital Improvement Programs**
   - TKDA's Intern has been locating stormwater assets with the new GPS unit.

5. **Storm Water Program**
   - The Town Engineer is working on the Outfalls 5 and 6 that discharge into Bald Eagle Lake soon.
   - The Town Engineer and staff will need to complete an updated SWPPP will need to be updated soon.

6. **Water system improvements/issues**
   - Manganese update – The Town Board authorized TKDA to complete a study of short term and long term solutions.
   - The Town Engineer is going to provide an agreement for the Town Board to approve regarding replacement or lining of watermain between Taylor Ave and Gaston Ave, on Hugo Road. The also East Bald Eagle Boulevard between Eagle Street and Beaver Street. There have been roughly 8+ watermain breaks

between Taylor Avenue and Gaston Avenue over the last 30 years and equal number on EBE. The watermain is a 12" line. One home would be without water. We can temporary water from a hydrant on Taylor while the work is being completed for the resident at 5475 Hugo Road.

- Hammond Road Water Tower repainting in 2019 – The painting contractor began preparation work the week of August 12th. The Tower was drained on 8/14/19. Painting of the interior to begin 8/19/19.
- 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 in July.

7. Sanitary sewer system improvements/issues

- The City of Birchwood JPA for a gravity sanitary sewer connection was approved at the 8/5/19 Town Board meeting.

8. Street Improvement Program.

- The 2019 Project has begun with White Bear Parkway. The concrete sub has been delaying the start.

9. Sign replacement program (retroreflectivity standard)

- Street name sign replacement is proposed for 2020. Staff has completed taking inventory of our existing sign locations and number. The CIP $$$ have been increased.

10. Personnel Updates:

- Public Works will begin to lose the seasonal staffing over the next few weeks.

11. Park Projects:

- The trails along White Bear Parkway, Hammond Road, Centerville Road, Otter Lake Road, Polar Lakes Park and Columbia Park will be sealcoated in 2019. This year's project has included the Well and Lift Station parking lots. The Town Board accepted the bids and awarded the bid to Borderlines Pavement

12. Ramsey County Projects within the Township;

- A meeting with Ramsey County Public Works Director/Engineer was held on 8/14/19 regarding potential turnbacks.

<u>2019</u>

- West Bald Eagle Boulevard from Co Rd H-2 to Co Rd J. A Pre-construction meeting has been set for July 1st. Updates on projected start date will be share with the Town Board at July's Executive meeting.

- Concrete Rehab of Highway 96 from I-35E to Highway 61 will begin in mid August.
- Mill and Overlay of South Shore Boulevard from White Bear Avenue to Co Rd F?

2020-2023 Proposed

- Co Rd J from Otter Lake Road to Centerville Road (Design 2020, Reconstruction 2023)
- South Shore Boulevard Mill and Overlay from White Bear Avenue to Co Rd F in 2020.
- Hugo Road Mill and Overlay from Park Ave to Co Rd J.
- Co Rd F Mill and Overlay from White Bear Avenue to East County Line.
- Mill and Overlay of Century Avenue from Co Rd E to Co Rd F.
- Co Rd F from McKnight Road to Century (East Co Ln)
- Co Rd H-2 from Centerville Road to West Bald Eagle Boulevard
- Otter Lake Road from Goose Lake Road to CSAH 96
- Portland Avenue from Highway 96 to Taylor Avenue.
- East Bald Eagle Boulevard?

13. Informational sharing regarding Public Works in general:

Public Works Jobs for August 2019

1. Monthly safety inspections of, fire extinguishers, emergency lighting, eye wash stations and A.E.D., fall harnesses
2. Continuing doing water testing and monitoring of the Towns water system
3. Continuous water testing at well's 1, 3, 4, 5 and 6
4. Continued various water meter and Radio repairs
5. Water shut off for home repairs AND Meter installation
6. New construction water turn on's and radio programing
7. Finished the remaining Lead and Copper tests required by the MDH
8. Exercised gate valves in the 2019 mill and overlay areas (Town and County roads)
9. Cleaned out the pit at the Southside Tower
10. Gopher one locates in Township, North Oaks, Gem Lake, and Birchwood
11. Cont. skin patching operations (522 tons of asphalt and 192 man hours)
12. Tree trimming the Hobe Ln. area for the 2019 mill and overlay
13. Finished roadside and trail weed cutting
14. Cont. to work on storm sewer/catch basin repairs
15. Emptied trash in all the parks
16. Cont. cutting grass and weed whipping at Town Parks and Lots
17. Cont. maintenance at Polar Lakes Baseball fields aglime and pitching mound areas on all 4 fields
18. Tree clean up in parks and road right of way from storms

Mechanic jobs for August 2019

- # 25 (pickup) brake job front and rear rotors and pads
- Rotated the rear tires on # 47 (tandem Dump truck)
- Replaced the tires on # 50 (Bil - Jax trailer)
- # 30 (service truck) put into service
- # 42 (jet truck) replaced outer upper rubber suction hose
- Scheduled # 42 (jet truck) to have DOT completed
- Had # 42 (jet truck) rear leaf spring replaced
- Had # 42 (jet truck) repairs completed in the debris body
- Scheduled # 27 (flatbed pickup) for frontend repairs
- Repaired # 37 (2.5 yd. dump truck) tailgate dump body
- Sharpened all mower blades
- Assisted Public Works

WHITE BEAR TOWNSHIP

Utility Commission Meeting
September 12, 2019

Agenda Number: **10**

Subject: Next Meeting Date – Agenda Items

Documentation:

Action / Motion for Consideration:

OCTOBER 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2

Printable Calendars by Betacalendars.com

Utility Commission Meeting
September 12, 2019

Agenda Number: **11 - 12**

Subject: Added Agenda Items

Adjournment

Documentation: **FYI Items**

Action / Motion for Consideration:

simplerecycling

Textile Recycling Receipt

7/31/2019

RECEIVED
AUG 12 2019
TOWN OF WHITE BEAR

Make checks payable to: White Bear Township
Attn: William F. Short, Clerk-Treasurer
1281 Hammond Rd.
White Bear Township, MN 55110

Name of Organization	Representative:	
White Bear Township	William F. Short, Clerk-Treasurer	

Month	Amount of Textiles collected (in pounds)	Price per Pound	Line Total
July	309	$0.01	$3.09
			$3.09

Thank you for recycling with us!