



1858
RAMSEY COUNTY
MINNESOTA

AGENDA
TOWN BOARD MEETING
NOVEMBER 4, 2019

1281 HAMMOND ROAD
WHITE BEAR TOWNSHIP, MN 55110

651-747-2750

FAX 651-426-2258

Email: wbt@whitebeartownship.org

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

1. **7:00 p.m.** Call to Order at Heritage Hall, 4200 Otter Lake Road.
2. Approval of Agenda (Additions/Deletions).
3. Approval of Payment of Bills.
4. Approval of Minutes of October 21, 2019 (Additions/Deletions).
5. **Consent Agenda:**
 - A. **Resolution Certifying Delinquent Water Charges to County Auditor** – Approve Resolution.
 - B. **Resolution Certifying Delinquent Sewer Charges to County Auditor** – Approve Resolution.
 - C. **Resolution Certifying Delinquent Stormwater Charges to County Auditor** – Approve Resolution.
 - D. **Resolution Certifying Delinquent Refuse Charges to County Auditor**– Approve Resolution.
 - E. **Fast Before the Feast Tri-Fitness Race** – In Accordance with the Township’s Special Events Policy Approve the 5K & 10K Tri-Fitness Fast Before the Feast Race on November 28, 2019 (Thanksgiving Morning), Beginning With Registration at 6:30 a.m. & Direct the Event Coordinator to Work with Township Staff Regarding Sign Placement for the Event.
 - F. **3rd Quarter Financial Report** – Receive.
 - G. **Well No. 4 & SCADA Improvements Design Basis** – Authorize TKDA to Prepare a Design Basis Report & Updated Cost Estimate for Improvements & Presentation to the Town Board in an Amount Not to Exceed \$8,200.00 With Funding From the Water Operating Fund.
 - H. **Right-of-Way Permit** - Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve the XcelEnergy Permit to Install Underground Gas Service for the Residence at 5427 Cottage Avenue Which Will Require Boring & Open Trenching.

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.



- I. **Right-of-Way Permit** – Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve the Xcel Energy Permit to Replace Overhead Electric Service for the Residence Between 5238 – 5264 Bald Eagle Boulevard & at 5241 Beaver Street.

6. **Old Business:**

A. **Township Personnel Items:**

1. Review & Adopt Proposed White Bear Township Employee Handbook & Personnel Policy(s) per Direction at Executive Meeting.
2. Review & Adopt Proposed Enhanced Position Pointing Systems & Wage Scale.

B. **North Oaks LLC** – Development Discussion.

7. **Public Hearing:**

- A. **Vacation of a Drainage & Utility Easement @ 4850 Constellation Drive & Approval of Hold Harmless & Indemnification Agreement.**

8. **New Business:**

- A. **Met Council Representative Sue Vento** - Presentation.

Town Planner Item:

- B. **John Aliperto, 1986 Ridgewood Avenue** – Request for Minor Subdivision

Public Works Director Item:

C. **On-Site Generator:**

1. Receive Quotes.
2. Approve Purchase & Installation.

Town Engineer Item:

D. **Improvement 2020-1** – Street Improvements:

1. Receive Feasibility Report.
2. Call Public Improvement Hearing.
3. Authorize Preparation of Plans & Specifications.

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General Business:

- E. **Municipal Service Contract** – City of Gem Lake.
 - F. **Probationary Period** – Nancy Renard, Accounting Clerk/Administrative Secretary.
 - G. **Electrical Inspection Services RFP** – Approve.
- 9. **Added Agenda Items.**
 - 10. **Open Time.**
 - 11. **Receipt of Agenda Materials & Supplements.**
 - 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.



Town Board Meeting November 4, 2019

Agenda Number: 1 - 2 - 3 - 4

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

Approval of November 4, 2019 Agenda
Approval of Payment of Bills
Approval of Minutes of October 21, 2019

Documentation: November 4, 2019 Agenda
October 21, 2019 Minutes

Action / Motion for Consideration:

Call meeting to order:	7:00 p.m.
Approval of Agenda:	November 4, 2019 (additions/deletions)
Approval of Payment of Bills	
Approval of Minutes:	October 21, 2019 Meeting

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TOWN BOARD MEETING
OCTOBER 21, 2019**

It was noted prior to the start of the meeting that if any residents wanted to object to the assessment hearing, they would need to write a written objection down and turn it into the Town Clerk prior to the assessment hearing.

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

Present: Commissioners: Prudhon, Ruzek, McCune; Assistant Treasurer: Christopherson; Attorney: Lemmons; Town Financial Advisor: Tom Kelly; Town Engineers: Studenski and Poppler

Absent: Town Planner: Tom Riedesel, with notice

APPROVAL OF AGENDA (Additions/Deletions): Ruzek moved to approve the agenda as submitted with the tabling of agenda items 7B) Stormwater Pollution Prevention program (until the second meeting in November); 8B) On-site generator (until the first meeting in November); 8C) Township personnel items (until the first meeting in November, and the October Town Board Executive meeting) and moving agenda item 8A) White Bear Lake Fire Department up to right after the Consent Agenda. McCune seconded. Ayes all.

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

APPROVAL OF MINUTES OF OCTOBER 7, 2019 & OCTOBER 11, 2019 (Additions/Deletions): Ruzek moved to approve of the minutes of October 7, 2019. McCune seconded. Ayes all.

Ruzek moved to approve the minutes of October 11, 2019. Prudhon seconded. Ayes: Ruzek, Prudhon; abstention: McCune, as he was noted as absent.

CONSENT AGENDA: McCune moved to approve 5A) Special Town Board Meeting – Call a Special Town Board meeting for Wednesday, November 13, 2019 @ 5:00 p.m. @ Tria Restaurant, 5959 Centerville Road, North Oaks, Minnesota to attend the 2019 Legislative reception; 5B) Resolution Accepting Township Day Donations – In accordance with state statutes, adopt resolution accepting Township Day Donations; 5C) Designation of Polling Places for 2020 – Adopt the resolution designating polling places for the 2020 Presidential & State Primaries & the Presidential & State General Elections; 5D) Utility Commission Recommendation – Authorize the Township Attorney to prepare an agreement with Whirlpool Corporation & Reynolds Metals regarding the Highway 96 MCES Special Discharge Permit 2061; 5E) 2020 SCORE Grant Application – Adopt resolution approving the SCORE Grant; 5F) Abatement of Nuisance @ 2105 Stillwater Street – Call Public Hearing for Monday, November 18, 2019 @ 7:00 p.m.; 5G) Eagle Brook Church – Approve a six month extension of their Conditional Use Standards Permit to commence construction of site improvements in accordance with Section 9-2.3 of Ordinance No. 35; 5H) Brandlwood Farms Towne Homes HOA – Approve request to waive “No-Overnight Parking” (beginning November 1st per Town Ordinance No. 17) due to roof replacement on eleven buildings in the association until work is

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OCTOBER 21, 2019**

completed; 5I) 3rd Quarter Construction Report – Receive; 5J) Monthly Financial Report – Receive. Ruzek seconded. Ayes all.

WHITE BEAR LAKE FIRE DEPARTMENT – PRESENTATION: Fire Chief Gregory Peterson and Ellen Hiniker were present to give a presentation of the services provided to the Township. Peterson gave a report of the progress that has been made since he has started as Chief for the last couple years. They have had a couple challenges such as adding the 12 full time staff and their part time staff so the two stations are fully staffed. The majority of the calls (80%) are medical calls. Another challenge is replacing the fleet adding a new fire engine and ambulance. These all are costly, and as a result, the cost the Township pays will be higher in the coming years. Peterson noted that they have downsized a bit to save tax payers. Peterson reported on the training program with Century College and the trucks hardly fitting into the stations. He also explained for those watching what the process entails going from someone calling 911, how the call is answered in a call center, dispatched to the responders, and how with modern technology the new information can easily be given in the fire engines while on the move.

A question was raised as to what the difference in calls between last year and this year. Last year there were about 4,000 calls from the White Bear Township area, and currently there are about 3,560 calls. With these numbers, Peterson figures the calls will be about the same from 2018 to 2019. Peterson was asked if he can get a report of the fire department's response times so the Town's Public Safety Commission can look it over.

ADMINISTRATIVE OFFICE UPGRADES – APPROVE CONTRACT: The Town Clerk reported that the Town Offices went out for bid for remodel for security purposes, such as secure doors, safety glass, and more. The bids came in two weeks ago and the Town Board held a special meeting on October 11th to approve the contracts. The funds will come from the Capital Building Fund, which will be replenished in the next few years. It was noted that the building is 23 years old and that there has not been any upgrades yet. It was also noted that there will be a sheriff's substation, which will add a nice safety feature.

Ruzek moved based on staff review & recommendation to approve the contract between White Bear Township & Schreiber Mullaney Construction, Inc., in the amount of \$181,090.00 noting funding from the Capital Building Fund. McCune seconded. Ayes all.

IMPROVEMENT 2019-3 – STREET IMPROVEMENT PROJECT – ASSESSMENT HEARING: All objections to the assessments were due prior to the start of the public hearing. It was noted that once objected there are still other steps to take outlined in Minnesota Statute 429.

Ruzek motioned to Note Proper Publication of the Hearing Notice in Newspaper & Waive Reading of Notice. McCune seconded. Ayes all.

Ruzek motioned to Open Public Hearing. McCune seconded. Ayes all.

Town Engineer Poppler briefly recapped the 2019 street projects' status. A few projects were delayed due to the weather, but the final neighborhood, Hobe, should be completed by the end of the month. In the beginning, the financial estimate for the 2019 street improvements was at

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\$1.15 million, but when the projects went out to bid there was a 10% increase, making the total bill \$1.25 million. However, since the project has neared completion, the contractors have kept costs low and has saved the Township \$50,000 with precision around driveways. The new total is \$1.13 million.

The Town Engineer explained how bidding the projects together helped keep costs low, and gave an overview of the basics of unit assessments: each single family dwelling was assessed the same \$3,000 even though some have more frontage area. There were 212 units, but 13 were owned by the Township, so 199 units left at \$3,000 each comes to \$597,000. The balance will be covered by the Township.

The Town Finance Officer was present to discuss the bond and how it will be paid off over the next 10 years. He showed the ways the residents can pay their \$3,000 assessment. Residents can pay it up front in full to eliminate the interest rate of 3% before November 20th, they can pay off their taxes in any subsequent years as well.

There was discussion of the value of the assessments and why it was a flat rate.

Ruzek motioned to Open Public Comment Portion – Ask for Comments. McCune seconded. Ayes all. Robert Oebser, 5942 Hobe Lane, presented his case of how his lot is assessed at 2 units but how it should only be assessed as 1 unit. He has correctly filled out a written objection. There was discussion on how if the plot is buildable for 2 units it will be assessed as 2 units. It was noted that in the past each resident was assessed at 100% of the projects' cost, currently it is between 50 and 60%.

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

Ruzek moved based on Town Engineer & staff review & recommendation adopt the resolution Adopting & Confirming Assessments for Improvement 3-2019 and to acknowledge the deletion of the 2 lake access properties (PID numbers 023022220042 and 023022220043). McCune seconded. Ayes all.

ADDED AGENDA ITEMS: There were no added agenda items.

OPEN TIME: No one was present for open time.

RECEIPT OF AGENDA MATERIALS / SUPPLEMENTS: Ruzek motioned to receive all Agenda Materials & Supplements for tonight's meeting. McCune seconded. Ayes all.

McCune moved to adjourn the meeting at 7:55 p.m. Ruzek seconded. Ayes all.

Respectfully Submitted,

Patrick Christopherson
Town Clerk-Treasurer

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Approved as Official Meeting Minutes

Town Board Supervisor

Date

DRAFT



**Town Board Meeting
November 4, 2019**

Agenda Number: 5A – Consent Agenda

**Subject: Resolution Certifying Delinquent Water Charges to
County Auditor – Approve Resolution**

Documentation: Resolution

Action / Motion for Consideration:

Receive Information / Discuss

Approve **Resolution Certifying Delinquent Water Charges to County
Auditor**

McCune – Moves

Ruzek – Second

**EXTRACT OF MINUTES OF A MEETING OF THE TOWN
BOARD OF THE TOWN OF WHITE BEAR, MINNESOTA,
HELD ON NOVEMBER 4, 2019**

Pursuant to due call and notice thereof, a Regular Meeting of the Town Board of the Town of White Bear, Minnesota, was duly held at Heritage Hall in said Town on November 4, 2019 at 7:00 o'clock p.m.

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

Supervisor McCune introduced the following Resolution and moved its adoption:

**RESOLUTION CERTIFYING DELINQUENT WATER CHARGES
(AUDITOR NO. 97190001) TO COUNTY AUDITOR BE IT
RESOLVED BY TOWN BOARD OF WHITE BEAR, MINNESOTA**

1. That pursuant to Section 9, of Ordinance No. 12, the Clerk, is hereby authorized and directed to certify to the Auditor of Ramsey County, Minnesota, the delinquent water charges on the following described parcels of real estate in the Town of White Bear:

01.30.22.12.0012	\$	202.29
01.30.22.12.0028	\$	219.32
01.30.22.12.0100	\$	532.49
01.30.22.12.0123	\$	311.77
01.30.22.14.0032	\$	396.34
01.30.22.14.0040	\$	352.63
01.30.22.14.0080	\$	211.56
01.30.22.34.0013	\$	242.70
01.30.22.43.0004	\$	146.53
01.30.22.44.0012	\$	87.70
01.30.22.44.0015	\$	370.01
01.30.22.44.0055	\$	722.31
02.30.22.41.0012	\$	221.30
03.30.22.23.0041	\$	870.50

03.30.22.23.0052	\$	161.11
03.30.22.33.0064	\$	375.05
03.30.22.33.0082	\$	358.56
03.30.22.34.0035	\$	184.46
03.30.22.44.0008	\$	223.37
04.30.22.11.0020	\$	316.65
04.30.22.11.0036	\$	194.89
04.30.22.14.0009	\$	276.46
04.30.22.14.0025	\$	267.52
04.30.22.14.0035	\$	674.62
04.30.22.14.0043	\$	350.97
04.30.22.14.0053	\$	215.48
04.30.22.14.0054	\$	55.31
04.30.22.14.0065	\$	472.26
04.30.22.14.0070	\$	418.80
04.30.22.41.0219	\$	169.36
04.30.22.41.0234	\$	139.77
04.30.22.41.0235	\$	238.98
04.30.22.41.0262	\$	194.83
04.30.22.41.0283	\$	300.74
04.30.22.41.0291	\$	269.49
04.30.22.44.0025	\$	217.85
04.30.22.44.0047	\$	246.08
04.30.22.44.0058	\$	300.65
04.30.22.44.0065	\$	435.37
04.30.22.44.0075	\$	196.14
04.30.22.44.0089	\$	199.30
05.30.22.21.0062	\$	145.79
09.30.22.11.0007	\$	133.92
09.30.22.11.0015	\$	426.59
09.30.22.11.0016	\$	320.04
09.30.22.11.0036	\$	374.73
10.30.22.11.0032	\$	230.99
10.30.22.11.0033	\$	171.41
10.30.22.11.0041	\$	335.46
10.30.22.12.0038	\$	230.84
10.30.22.12.0043	\$	152.37
10.30.22.12.0045	\$	58.74
10.30.22.12.0075	\$	74.42

10.30.22.12.0077	\$	148.36
10.30.22.13.0005	\$	91.61
10.30.22.13.0007	\$	72.33
10.30.22.13.0028	\$	577.33
10.30.22.13.0075	\$	854.93
10.30.22.14.0020	\$	582.12
10.30.22.14.0021	\$	411.76
10.30.22.14.0029	\$	308.40
10.30.22.14.0039	\$	215.51
10.30.22.22.0005	\$	302.62
10.30.22.22.0006	\$	387.40
10.30.22.22.0012	\$	275.48
10.30.22.22.0023	\$	202.21
10.30.22.22.0040	\$	185.79
10.30.22.22.0056	\$	422.89
10.30.22.22.0061	\$	64.81
10.30.22.43.0023	\$	299.65
10.30.22.43.0041	\$	166.46
10.30.22.43.0053	\$	233.64
10.30.22.44.0025	\$	379.40
10.30.22.44.0027	\$	273.73
10.30.22.44.0041	\$	367.80
10.30.22.44.0052	\$	170.72
10.30.22.44.0058	\$	320.70
10.30.22.44.0059	\$	259.46
10.30.22.44.0086	\$	229.12
10.30.22.44.0091	\$	205.20
10.30.22.44.0099	\$	398.76
10.30.22.44.0100	\$	406.53
11.30.22.14.0004	\$	307.78
11.30.22.14.0006	\$	555.61
11.30.22.14.0011	\$	158.54
11.30.22.14.0076	\$	285.64
11.30.22.23.0012	\$	543.61
11.30.22.31.0015	\$	250.60
11.30.22.31.0034	\$	192.16
11.30.22.31.0036	\$	197.21
11.30.22.31.0043	\$	132.55
11.30.22.32.0018	\$	751.67

11.30.22.32.0037	\$	118.23
11.30.22.32.0041	\$	349.65
11.30.22.32.0049	\$	194.50
11.30.22.33.0022	\$	267.53
11.30.22.34.0007	\$	414.27
11.30.22.41.0035	\$	331.84
11.30.22.41.0047	\$	281.30
11.30.22.42.0038	\$	372.78
11.30.22.42.0042	\$	124.20
11.30.22.42.0047	\$	463.97
12.30.22.12.0018	\$	207.88
12.30.22.12.0028	\$	278.78
12.30.22.12.0031	\$	251.87
12.30.22.12.0053	\$	182.45
12.30.22.12.0078	\$	529.44
12.30.22.12.0086	\$	233.37
12.30.22.13.0004	\$	428.76
12.30.22.13.0012	\$	331.61
12.30.22.13.0024	\$	286.02
12.30.22.13.0034	\$	242.79
12.30.22.13.0059	\$	363.12
12.30.22.13.0081	\$	175.42
12.30.22.13.0088	\$	370.03
12.30.22.13.0093	\$	244.28
12.30.22.14.0043	\$	155.13
12.30.22.21.0006	\$	436.09
12.30.22.21.0024	\$	137.83
12.30.22.22.0053	\$	353.18
12.30.22.22.0076	\$	355.72
12.30.22.23.0003	\$	276.70
12.30.22.23.0011	\$	237.54
12.30.22.23.0026	\$	80.30
12.30.22.23.0038	\$	244.35
12.30.22.23.0041	\$	298.25
12.30.22.23.0045	\$	409.07
12.30.22.24.0006	\$	304.93
12.30.22.24.0016	\$	224.44
12.30.22.24.0021	\$	288.21
12.30.22.41.0057	\$	225.49

12.30.22.41.0108	\$	244.48
12.30.22.42.0009	\$	267.48
12.30.22.42.0011	\$	178.82
15.30.22.12.0007	\$	436.93
15.30.22.12.0016	\$	93.73
16.30.22.24.0033	\$	87.78
16.30.22.31.0029	\$	168.14
16.30.22.31.0068	\$	171.80
16.30.22.31.0069	\$	140.62
16.30.22.33.0063	\$	71.18
17.30.22.43.0006	\$	318.15
17.30.22.44.0068	\$	256.76
21.30.22.14.0015	\$	248.08
21.30.22.14.0029	\$	254.29
21.30.22.41.0034	\$	91.37
21.30.22.41.0035	\$	197.82
21.30.22.41.0058	\$	269.64
21.30.22.44.0028	\$	257.63
21.30.22.44.0070	\$	153.99
22.30.22.11.0015	\$	60.44
22.30.22.11.0023	\$	309.76
22.30.22.11.0032	\$	287.20
22.30.22.11.0053	\$	216.98
22.30.22.11.0114	\$	277.51
22.30.22.12.0017	\$	229.44
22.30.22.12.0070	\$	1,183.15
22.30.22.13.0017	\$	596.59
22.30.22.32.0100	\$	82.22
22.30.22.32.0124	\$	272.24
22.30.22.33.0009	\$	630.88
22.30.22.33.0015	\$	319.58
22.30.22.33.0046	\$	250.56
22.30.22.33.0048	\$	351.96
22.30.22.33.0062	\$	405.60
24.30.22.42.0030	\$	278.66
24.30.22.42.0034	\$	94.66
24.30.22.42.0043	\$	486.96
24.30.22.43.0009	\$	229.84
24.30.22.43.0019	\$	349.83

24.30.22.43.0025	\$	50.41
24.30.22.43.0025	\$	257.51
24.30.22.43.0026	\$	216.71
24.30.22.43.0027	\$	371.02
24.30.22.43.0032	\$	346.03
24.30.22.43.0079	\$	200.25
24.30.22.43.0086	\$	339.12
24.30.22.43.0089	\$	254.95
24.30.22.44.0052	\$	342.11
24.30.22.44.0071	\$	547.84
24.30.22.44.0072	\$	355.04
25.30.22.11.0003	\$	267.70
25.30.22.11.0007	\$	322.73
25.30.22.11.0041	\$	356.40
25.30.22.11.0063	\$	139.28
25.30.22.12.0008	\$	320.70
25.30.22.12.0011	\$	221.34
25.30.22.12.0041	\$	242.98
25.30.22.12.0051	\$	132.65
25.30.22.12.0064	\$	392.79
25.30.22.13.0008	\$	227.54
25.30.22.13.0021	\$	310.98
25.30.22.13.0022	\$	362.59
25.30.22.13.0049	\$	283.03
25.30.22.13.0051	\$	388.79
25.30.22.13.0065	\$	215.39
25.30.22.14.0026	\$	296.47
25.30.22.14.0042	\$	305.66
25.30.22.14.0045	\$	214.59
25.30.22.14.0099	\$	181.84

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

Whereupon said Resolution was declared duly passed and adopted.

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

I, the undersigned, being the duly qualified and acting Clerk of the Town of White Bear, Minnesota, DO HEREBY CERTIFY, that I have carefully compared the attached and foregoing Extract of Minutes of the Regular Meeting of the Town Board of the said Town held on the 4th day of November, 2019, with the original on file in my office, and that the same is a full, true and complete transcript therefrom, insofar as the same relates to a Resolution directing certification of Delinquent Water Charges.

WITNESS my hand such Clerk and the Town Clerk's Seal this 4th day of November, 2019.

TOWN CLERK, TOWN OF WHITE BEAR, MN



**Town Board Meeting
November 4, 2019**

Agenda Number: 5B – Consent Agenda

**Subject: Resolution Certifying Delinquent Sewer Charges to
County Auditor – Approve Resolution**

Documentation: Resolution

Action / Motion for Consideration:

Receive Information / Discuss

**Approve Resolution Certifying Delinquent Sewer Charges to County
Auditor**

McCune – Moves

Ruzek – Second

EXTRACT OF MINUTES OF A MEETING OF THE TOWN
BOARD OF THE TOWN OF WHITE BEAR, MINNESOTA,
HELD ON NOVEMBER 4, 2019

Pursuant to due call and notice thereof, a Regular Meeting of the Town Board of the Town of White Bear, Minnesota, was duly held at Heritage Hall in said Town on November 4, 2019 at 7:00 o'clock p.m.

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

Supervisor McCune introduced the following Resolution and moved its adoption:

**RESOLUTION CERTIFYING DELINQUENT SEWER CHARGES
(AUDITOR NO. 97190002) TO COUNTY AUDITOR BE IT
RESOLVED BY TOWN BOARD OF WHITE BEAR, MINNESOTA**

1. That pursuant to Section 17, of Ordinance No. 18, the Clerk, is hereby authorized and directed to certify to the Auditor of Ramsey County, Minnesota, the delinquent sewer charges on the following described parcels of real estate in the Town of White Bear:

01.30.22.12.0012	\$	288.91
01.30.22.12.0028	\$	192.02
01.30.22.12.0100	\$	600.53
01.30.22.12.0123	\$	326.06
01.30.22.14.0032	\$	565.45
01.30.22.14.0040	\$	430.10
01.30.22.14.0080	\$	286.12
01.30.22.34.0013	\$	299.65
01.30.22.43.0004	\$	258.57
01.30.22.44.0015	\$	510.13
01.30.22.44.0055	\$	581.13
02.30.22.41.0012	\$	317.42
03.30.22.23.0041	\$	458.42
03.30.22.23.0052	\$	270.10
03.30.22.33.0064	\$	403.17
03.30.22.33.0082	\$	472.13

03.30.22.34.0035	\$	260.28
03.30.22.44.0008	\$	309.05
04.30.22.11.0020	\$	373.44
04.30.22.11.0036	\$	136.25
04.30.22.14.0009	\$	305.67
04.30.22.14.0025	\$	390.86
04.30.22.14.0035	\$	590.06
04.30.22.14.0043	\$	471.10
04.30.22.14.0053	\$	278.07
04.30.22.14.0054	\$	74.19
04.30.22.14.0065	\$	592.89
04.30.22.14.0070	\$	391.35
04.30.22.41.0234	\$	157.57
04.30.22.41.0235	\$	294.31
04.30.22.41.0262	\$	260.21
04.30.22.41.0283	\$	326.27
04.30.22.41.0291	\$	423.20
04.30.22.44.0025	\$	247.19
04.30.22.44.0047	\$	344.19
04.30.22.44.0058	\$	354.23
04.30.22.44.0065	\$	403.04
04.30.22.44.0075	\$	278.19
04.30.22.44.0089	\$	293.68
05.30.22.21.0062	\$	116.83
09.30.22.11.0007	\$	148.91
09.30.22.11.0015	\$	355.82
09.30.22.11.0016	\$	403.10
09.30.22.11.0036	\$	322.42
09.30.22.12.0009	\$	167.05
09.30.22.12.0018	\$	285.16
10.30.22.11.0032	\$	323.96
10.30.22.11.0033	\$	233.56
10.30.22.11.0041	\$	320.49
10.30.22.12.0038	\$	311.88
10.30.22.12.0045	\$	107.80
10.30.22.12.0075	\$	118.26
10.30.22.12.0077	\$	181.55
10.30.22.13.0005	\$	96.10
10.30.22.13.0007	\$	97.81

10.30.22.13.0028	\$	732.31
10.30.22.13.0075	\$	324.98
10.30.22.14.0020	\$	622.26
10.30.22.14.0021	\$	529.43
10.30.22.14.0029	\$	450.06
10.30.22.14.0039	\$	298.28
10.30.22.22.0005	\$	459.74
10.30.22.22.0006	\$	345.17
10.30.22.22.0012	\$	359.22
10.30.22.22.0023	\$	253.05
10.30.22.22.0040	\$	265.16
10.30.22.22.0056	\$	570.56
10.30.22.22.0061	\$	96.56
10.30.22.43.0023	\$	419.95
10.30.22.43.0041	\$	188.06
10.30.22.43.0053	\$	399.35
10.30.22.44.0025	\$	416.28
10.30.22.44.0027	\$	359.43
10.30.22.44.0041	\$	372.72
10.30.22.44.0052	\$	274.08
10.30.22.44.0058	\$	371.75
10.30.22.44.0059	\$	321.09
10.30.22.44.0086	\$	317.64
10.30.22.44.0099	\$	467.26
10.30.22.44.0100	\$	593.42
11.30.22.14.0004	\$	429.90
11.30.22.14.0006	\$	593.47
11.30.22.14.0011	\$	247.19
11.30.22.14.0076	\$	327.13
11.30.22.23.0012	\$	341.29
11.30.22.31.0015	\$	281.47
11.30.22.31.0034	\$	260.24
11.30.22.31.0036	\$	106.52
11.30.22.31.0043	\$	163.67
11.30.22.32.0018	\$	529.97
11.30.22.32.0037	\$	150.01
11.30.22.32.0041	\$	472.23
11.30.22.32.0049	\$	288.90
11.30.22.33.0022	\$	322.41

11.30.22.34.0007	\$	485.06
11.30.22.41.0035	\$	459.21
11.30.22.41.0047	\$	358.97
11.30.22.42.0038	\$	374.62
11.30.22.42.0042	\$	231.95
11.30.22.42.0047	\$	519.09
12.30.22.12.0018	\$	295.96
12.30.22.12.0028	\$	356.36
12.30.22.12.0031	\$	419.51
12.30.22.12.0053	\$	149.05
12.30.22.12.0078	\$	773.30
12.30.22.12.0086	\$	296.40
12.30.22.13.0004	\$	439.37
12.30.22.13.0012	\$	316.42
12.30.22.13.0024	\$	303.31
12.30.22.13.0034	\$	338.72
12.30.22.13.0035	\$	276.46
12.30.22.13.0059	\$	366.89
12.30.22.13.0081	\$	265.15
12.30.22.13.0088	\$	423.71
12.30.22.13.0093	\$	306.15
12.30.22.14.0043	\$	190.49
12.30.22.21.0006	\$	507.02
12.30.22.21.0024	\$	477.81
12.30.22.22.0053	\$	385.13
12.30.22.22.0076	\$	428.20
12.30.22.23.0003	\$	394.60
12.30.22.23.0011	\$	272.26
12.30.22.23.0038	\$	197.29
12.30.22.23.0041	\$	398.71
12.30.22.23.0045	\$	517.55
12.30.22.24.0006	\$	340.24
12.30.22.24.0016	\$	316.63
12.30.22.24.0021	\$	343.34
12.30.22.41.0057	\$	299.67
12.30.22.41.0108	\$	323.81
12.30.22.42.0009	\$	375.62
12.30.22.42.0011	\$	256.85
15.30.22.12.0007	\$	542.57

15.30.22.12.0016	\$	157.57
16.30.22.24.0033	\$	87.58
16.30.22.31.0029	\$	168.24
16.30.22.31.0068	\$	221.89
16.30.22.31.0069	\$	225.19
16.30.22.33.0063	\$	96.10
17.30.22.44.0068	\$	330.42
21.30.22.14.0029	\$	368.43
21.30.22.41.0034	\$	104.61
21.30.22.41.0035	\$	314.62
21.30.22.41.0058	\$	242.77
21.30.22.44.0028	\$	363.69
21.30.22.44.0070	\$	225.19
22.30.22.11.0015	\$	100.44
22.30.22.11.0023	\$	384.14
22.30.22.11.0032	\$	394.48
22.30.22.11.0053	\$	304.83
22.30.22.11.0114	\$	514.43
22.30.22.12.0017	\$	291.91
22.30.22.12.0070	\$	1,161.76
22.30.22.13.0017	\$	391.32
22.30.22.32.0100	\$	52.99
22.30.22.32.0124	\$	323.31
22.30.22.33.0009	\$	413.05
22.30.22.33.0015	\$	337.33
22.30.22.33.0046	\$	359.30
22.30.22.33.0048	\$	271.70
22.30.22.33.0062	\$	604.17
24.30.22.42.0030	\$	399.04
24.30.22.42.0034	\$	101.01
24.30.22.42.0043	\$	523.71
24.30.22.43.0009	\$	310.75
24.30.22.43.0019	\$	400.02
24.30.22.43.0025	\$	68.16
24.30.22.43.0025	\$	213.08
24.30.22.43.0026	\$	283.09
24.30.22.43.0027	\$	477.34
24.30.22.43.0032	\$	381.18
24.30.22.43.0079	\$	267.57

24.30.22.43.0086	\$	337.63
24.30.22.43.0089	\$	363.33
24.30.22.44.0052	\$	521.40
24.30.22.44.0071	\$	430.53
24.30.22.44.0072	\$	736.98
25.30.22.11.0007	\$	126.27
25.30.22.11.0041	\$	288.75
25.30.22.11.0063	\$	185.24
25.30.22.12.0008	\$	456.61
25.30.22.12.0011	\$	292.73
25.30.22.12.0041	\$	260.63
25.30.22.12.0051	\$	316.01
25.30.22.12.0064	\$	470.83
25.30.22.13.0008	\$	291.41
25.30.22.13.0021	\$	376.35
25.30.22.13.0022	\$	394.99
25.30.22.13.0049	\$	374.61
25.30.22.13.0051	\$	477.00
25.30.22.13.0065	\$	314.00
25.30.22.14.0026	\$	377.54
25.30.22.14.0042	\$	384.85
25.30.22.14.0045	\$	203.11
25.30.22.14.0099	\$	231.95

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

Whereupon said Resolution was declared duly passed and adopted.

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

I, the undersigned, being the duly qualified and acting Clerk of the Town of White Bear, Minnesota, DO HEREBY CERTIFY, that I have carefully compared the attached

and foregoing Extract of Minutes of the Regular Meeting of the Town Board of the said Town held on the 4th day of November, 2019, with the original on file in my office, and that the same is a full, true and complete transcript therefrom, insofar as the same relates to a Resolution directing certification of Delinquent Sewer Charges.

WITNESS my hand such Clerk and the Town Clerk's Seal this 4th day of November, 2019.

TOWN CLERK, TOWN OF WHITE BEAR, MN



**Town Board Meeting
November 4, 2019**

Agenda Number: 5C – Consent Agenda

**Subject: Resolution Certifying Delinquent Stormwater Charges to
County Auditor – Approve Resolution**

Documentation: Resolution

Action / Motion for Consideration:

Receive Information / Discuss

**Approve Resolution Certifying Delinquent Stormwater Charges to
County Auditor**

McCune – Moves

Ruzek – Second

EXTRACT OF MINUTES OF A MEETING OF THE TOWN
BOARD OF THE TOWN OF WHITE BEAR, MINNESOTA,
HELD ON NOVEMBER 4, 2019

Pursuant to due call and notice thereof, a Regular Meeting of the Town Board of the Town of White Bear, Minnesota, was duly held at Heritage Hall in said Town on November 4, 2019 at 7:00 o'clock p.m.

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

Supervisor McCune introduced the following Resolution and moved its adoption:

**RESOLUTION CERTIFYING DELINQUENT STORM WATER
CHARGES
(AUDITOR NO. 97190003) TO COUNTY AUDITOR BE IT
RESOLVED BY TOWN BOARD OF WHITE BEAR, MINNESOTA**

1. That pursuant to Section 5, of Ordinance No. 64, the Clerk, is hereby authorized and directed to certify to the Auditor of Ramsey County, Minnesota, the delinquent storm water charges on the following described parcels of real estate in the Town of White Bear:

01.30.22.12.0012	\$	79.22
01.30.22.12.0028	\$	87.30
01.30.22.12.0100	\$	127.87
01.30.22.12.0123	\$	113.92
01.30.22.14.0020	\$	132.40
01.30.22.14.0032	\$	127.96
01.30.22.14.0040	\$	87.30
01.30.22.14.0080	\$	122.73
01.30.22.34.0013	\$	113.92
01.30.22.41.0029	\$	148.00
01.30.22.43.0004	\$	127.38
01.30.22.44.0015	\$	127.87
01.30.22.44.0055	\$	127.96
02.30.22.12.0008	\$	145.68
02.30.22.41.0012	\$	122.73

03.30.22.14.0001	\$	147.83
03.30.22.23.0052	\$	127.96
03.30.22.33.0064	\$	127.96
03.30.22.33.0082	\$	127.96
03.30.22.34.0035	\$	127.96
03.30.22.44.0008	\$	127.96
04.30.22.11.0020	\$	127.96
04.30.22.11.0036	\$	67.96
04.30.22.14.0009	\$	127.38
04.30.22.14.0025	\$	127.79
04.30.22.14.0035	\$	87.30
04.30.22.14.0043	\$	127.96
04.30.22.14.0053	\$	116.58
04.30.22.14.0054	\$	54.08
04.30.22.14.0065	\$	128.20
04.30.22.14.0070	\$	127.91
04.30.22.41.0219	\$	113.92
04.30.22.41.0234	\$	87.30
04.30.22.41.0235	\$	127.96
04.30.22.41.0262	\$	127.96
04.30.22.41.0291	\$	127.96
04.30.22.44.0025	\$	122.73
04.30.22.44.0047	\$	127.96
04.30.22.44.0058	\$	116.58
04.30.22.44.0065	\$	140.06
04.30.22.44.0075	\$	127.96
04.30.22.44.0089	\$	127.96
09.30.22.11.0007	\$	63.10
09.30.22.11.0015	\$	67.72
09.30.22.11.0016	\$	127.96
09.30.22.11.0036	\$	127.96
09.30.22.12.0009	\$	87.30
09.30.22.12.0018	\$	131.51
10.30.22.11.0032	\$	127.96
10.30.22.11.0033	\$	113.92
10.30.22.11.0041	\$	113.92
10.30.22.12.0038	\$	127.96
10.30.22.12.0045	\$	47.15
10.30.22.12.0075	\$	71.02

10.30.22.12.0077	\$	87.30
10.30.22.13.0005	\$	63.10
10.30.22.13.0007	\$	53.41
10.30.22.13.0028	\$	127.96
10.30.22.13.0075	\$	113.92
10.30.22.14.0020	\$	127.02
10.30.22.14.0021	\$	127.96
10.30.22.14.0029	\$	127.02
10.30.22.14.0039	\$	127.96
10.30.22.22.0005	\$	127.96
10.30.22.22.0006	\$	89.96
10.30.22.22.0012	\$	126.27
10.30.22.22.0023	\$	87.30
10.30.22.22.0040	\$	118.84
10.30.22.22.0056	\$	127.96
10.30.22.22.0061	\$	52.23
10.30.22.43.0023	\$	129.29
10.30.22.43.0041	\$	87.30
10.30.22.43.0053	\$	127.56
10.30.22.44.0025	\$	127.02
10.30.22.44.0027	\$	126.27
10.30.22.44.0041	\$	116.85
10.30.22.44.0052	\$	127.96
10.30.22.44.0058	\$	127.96
10.30.22.44.0059	\$	130.17
10.30.22.44.0086	\$	117.07
10.30.22.44.0099	\$	127.96
10.30.22.44.0100	\$	127.79
11.30.22.14.0004	\$	119.51
11.30.22.14.0006	\$	127.87
11.30.22.14.0011	\$	122.73
11.30.22.14.0076	\$	119.51
11.30.22.23.0012	\$	127.96
11.30.22.31.0015	\$	90.02
11.30.22.31.0034	\$	127.96
11.30.22.31.0036	\$	63.10
11.30.22.31.0043	\$	87.30
11.30.22.32.0018	\$	127.88
11.30.22.32.0037	\$	63.10

11.30.22.32.0041	\$	127.96
11.30.22.32.0049	\$	127.91
11.30.22.33.0022	\$	127.96
11.30.22.34.0007	\$	126.63
11.30.22.41.0035	\$	127.79
11.30.22.41.0047	\$	127.96
11.30.22.42.0038	\$	123.06
11.30.22.42.0042	\$	116.58
11.30.22.42.0047	\$	128.22
12.30.22.12.0018	\$	120.19
12.30.22.12.0028	\$	127.02
12.30.22.12.0031	\$	87.30
12.30.22.12.0078	\$	127.44
12.30.22.12.0086	\$	116.58
12.30.22.13.0004	\$	116.58
12.30.22.13.0012	\$	137.75
12.30.22.13.0024	\$	128.70
12.30.22.13.0034	\$	113.92
12.30.22.13.0035	\$	127.96
12.30.22.13.0059	\$	113.92
12.30.22.13.0081	\$	116.58
12.30.22.13.0088	\$	87.30
12.30.22.13.0093	\$	127.96
12.30.22.14.0043	\$	73.94
12.30.22.21.0006	\$	128.24
12.30.22.21.0024	\$	127.96
12.30.22.22.0053	\$	127.87
12.30.22.22.0076	\$	65.30
12.30.22.23.0003	\$	127.96
12.30.22.23.0011	\$	127.96
12.30.22.23.0038	\$	63.10
12.30.22.23.0041	\$	127.96
12.30.22.23.0045	\$	127.79
12.30.22.24.0006	\$	126.69
12.30.22.24.0016	\$	113.92
12.30.22.24.0021	\$	127.96
12.30.22.41.0057	\$	122.43
12.30.22.41.0108	\$	113.92
12.30.22.42.0009	\$	127.96

12.30.22.42.0011	\$	122.73
15.30.22.12.0007	\$	126.27
15.30.22.12.0016	\$	87.30
16.30.22.31.0029	\$	91.52
16.30.22.31.0068	\$	87.30
16.30.22.31.0069	\$	113.92
16.30.22.33.0063	\$	63.10
17.30.22.44.0068	\$	127.96
21.30.22.14.0029	\$	125.94
21.30.22.41.0034	\$	55.64
21.30.22.41.0035	\$	130.17
21.30.22.41.0058	\$	113.92
21.30.22.44.0028	\$	127.96
21.30.22.44.0070	\$	113.92
22.30.22.11.0015	\$	57.14
22.30.22.11.0023	\$	113.92
22.30.22.11.0032	\$	126.27
22.30.22.11.0053	\$	127.38
22.30.22.12.0017	\$	126.27
22.30.22.12.0070	\$	127.96
22.30.22.13.0017	\$	127.96
22.30.22.32.0124	\$	127.96
22.30.22.33.0009	\$	122.73
22.30.22.33.0015	\$	126.27
22.30.22.33.0046	\$	127.96
22.30.22.33.0048	\$	126.27
22.30.22.33.0062	\$	116.58
24.30.22.42.0030	\$	127.82
24.30.22.42.0034	\$	60.00
24.30.22.42.0043	\$	127.79
24.30.22.43.0009	\$	127.96
24.30.22.43.0019	\$	130.17
24.30.22.43.0025	\$	43.96
24.30.22.43.0025	\$	109.14
24.30.22.43.0026	\$	119.51
24.30.22.43.0027	\$	127.79
24.30.22.43.0032	\$	127.96
24.30.22.43.0079	\$	127.87
24.30.22.43.0086	\$	121.62

24.30.22.44.0052	\$	127.43
24.30.22.44.0071	\$	127.96
24.30.22.44.0072	\$	127.91
25.30.22.11.0003	\$	116.58
25.30.22.11.0063	\$	87.30
25.30.22.12.0008	\$	123.88
25.30.22.12.0011	\$	126.27
25.30.22.12.0041	\$	127.96
25.30.22.12.0051	\$	119.51
25.30.22.12.0064	\$	126.27
25.30.22.13.0008	\$	127.96
25.30.22.13.0021	\$	127.96
25.30.22.13.0022	\$	122.73
25.30.22.13.0049	\$	127.79
25.30.22.13.0051	\$	119.51
25.30.22.13.0065	\$	127.02
25.30.22.14.0026	\$	127.02
25.30.22.14.0042	\$	117.46
25.30.22.14.0045	\$	105.24
25.30.22.14.0099	\$	116.58

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

Whereupon said Resolution was declared duly passed and adopted.

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

I, the undersigned, being the duly qualified and acting Clerk of the Town of White Bear, Minnesota, DO HEREBY CERTIFY, that I have carefully compared the attached and foregoing Extract of Minutes of the Regular Meeting of the Town Board of the said Town held on the 4th day of November, 2019, with the original on file in my office, and that the same is a full, true and complete transcript therefrom, insofar as the same relates to a Resolution directing certification of Delinquent Storm Water Charges.

WITNESS my hand such Clerk and the Town Clerk's Seal this 4th day of November, 2019.

TOWN CLERK, TOWN OF WHITE BEAR, MN



**Town Board Meeting
November 4, 2019**

Agenda Number: 5D – Consent Agenda

**Subject: Resolution Certifying Delinquent Refuse Charges to
County Auditor- Approve Resolution**

Documentation: Resolution

Action / Motion for Consideration:

Receive Report / Discuss

**Approve Resolution Certifying Delinquent Refuse Charges to County
Auditor**

McCune – Moves

Ruzek – Second

EXTRACT OF MINUTES OF A MEETING OF THE TOWN
BOARD OF THE TOWN OF WHITE BEAR, MINNESOTA,
HELD ON NOVEMBER 4, 2019

Pursuant to due call and notice thereof, a Regular Meeting of the Town Board of the Town of White Bear, Minnesota, was duly held at Heritage Hall in said Town on November 4, 2019 at 7:00 o'clock p.m.

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

Supervisor McCune introduced the following Resolution and moved its adoption:

**RESOLUTION CERTIFYING DELINQUENT REFUSE CHARGES
(AUDITOR NO. 97190005) TO COUNTY AUDITOR BE IT
RESOLVED BY TOWN BOARD OF WHITE BEAR, MINNESOTA**

1. That pursuant to Section 22, of Ordinance No. 31, the Clerk, is hereby authorized and directed to certify to the Auditor of Ramsey County, Minnesota, the delinquent refuse charges on the following described parcels of real estate in the Town of White Bear:

12.30.22.13.0034	\$	197.16
11.30.22.42.0047	\$	529.90
21.30.22.41.0034	\$	425.96
10.30.22.22.0056	\$	498.80
10.30.22.43.0086	\$	320.59
11.30.22.41.0035	\$	410.14
12.30.22.23.0011	\$	374.31
04.30.22.44.0089	\$	261.46
10.30.22.44.0099	\$	379.49
10.30.22.14.0020	\$	327.20
25.30.22.14.0012	\$	117.67
25.30.22.14.0026	\$	385.12
24.30.22.43.0079	\$	431.55
10.30.22.44.0071	\$	173.16
09.30.22.11.0016	\$	405.37
12.30.22.13.0088	\$	225.37

04.30.22.41.0262	\$	238.04
04.30.22.41.0303	\$	435.96
09.30.22.11.0047	\$	124.07
04.30.22.41.0234	\$	116.58
11.30.22.31.0034	\$	435.96
10.30.22.13.0079	\$	374.31
24.30.22.44.0072	\$	505.78
11.30.22.23.0029	\$	405.45
12.30.22.13.0073	\$	365.31
25.30.22.13.0021	\$	498.80
04.30.22.44.0020	\$	435.96
10.30.22.12.0049	\$	220.65
25.30.22.13.0017	\$	180.34
01.30.22.12.0123	\$	203.14
10.30.22.13.0031	\$	180.34
22.30.22.22.0024	\$	435.96
04.30.22.14.0025	\$	435.96
21.30.22.44.0028	\$	351.13
12.30.22.22.0053	\$	203.14
11.30.22.41.0006	\$	536.30
10.30.22.12.0077	\$	117.67
04.30.22.14.0053	\$	354.29
22.30.22.33.0048	\$	553.53
02.30.22.41.0027	\$	279.43
24.30.22.44.0052	\$	458.58
11.30.22.42.0062	\$	375.30
25.30.22.11.0003	\$	498.80
04.30.22.41.0227	\$	531.30
10.30.22.44.0086	\$	344.52
04.30.22.41.0297	\$	117.67
24.30.22.43.0089	\$	473.19
24.30.22.42.0034	\$	556.05
04.30.22.14.0015	\$	235.68
11.30.22.31.0030	\$	388.92
11.30.22.14.0076	\$	243.01
12.30.22.11.0082	\$	473.10
04.30.22.41.0206	\$	181.64
21.30.22.14.0163	\$	116.58
01.30.22.14.0020	\$	86.60

04.30.22.41.0237	\$	122.94
25.30.22.14.0023	\$	149.00
24.30.22.43.0062	\$	344.52
11.30.22.32.0068	\$	122.67
11.30.22.14.0011	\$	118.32
15.30.22.12.0007	\$	207.27
10.30.22.44.0041	\$	332.20
24.30.22.44.0071	\$	111.68
12.30.22.13.0009	\$	193.14
25.30.22.13.0022	\$	184.96
01.30.22.41.0029	\$	385.12
10.30.22.22.0023	\$	119.98
04.30.22.44.0058	\$	442.71
12.30.22.23.0041	\$	385.12
24.30.22.43.0032	\$	385.12
25.30.2.13.0065	\$	184.96
22.30.22.13.0017	\$	452.64
25.30.22.12.0065	\$	385.12
12.30.22.24.0016	\$	265.72
03.30.22.23.0057	\$	385.12
11.30.22.32.0041	\$	385.12
12.30.22.13.0012	\$	385.12
25.30.22.14.0023	\$	357.99
25.30.22.12.0064	\$	352.78
03.30.22.23.0030	\$	127.67
21.30.22.44.0070	\$	327.20
24.30.22.43.0026	\$	160.72
11.30.22.42.0042	\$	316.48
25.30.22.12.0008	\$	429.28
10.30.22.11.0032	\$	327.20
11.30.22.14.0008	\$	223.12
12.30.22.22.0076	\$	305.37
25.30.22.12.0011	\$	119.98
10.30.22.12.0038	\$	160.96
04.30.22.43.0026	\$	119.98
25.30.22.13.0008	\$	385.12
11.30.22.32.0049	\$	385.12
24.30.22.43.0019	\$	296.44
04.30.22.11.0020	\$	385.12

10.30.22.22.0040	\$	265.72
11.30.22.34.0007	\$	205.37
12.30.22.13.0093	\$	385.12
12.30.22.41.0108	\$	430.96
12.30.22.13.0035	\$	300.96
11.30.22.41.0066	\$	521.76
12.30.22.23.0045	\$	505.66
12.30.22.21.0024	\$	412.94
21.30.22.41.0163	\$	218.36
12.30.22.22.0097	\$	448.92
03.30.22.33.0064	\$	473.19
10.30.22.14.0021	\$	448.92
11.30.22.31.0036	\$	243.92
12.30.22.42.0009	\$	323.01
11.30.22.41.0047	\$	272.21
10.30.22.13.0010	\$	454.87
01.30.22.44.0015	\$	374.31
02.30.22.41.0013	\$	138.70
22.30.22.32.0124	\$	327.20
25.30.22.12.0041	\$	435.96
04.30.22.41.0270	\$	374.31
11.30.22.14.0006	\$	473.19
12.30.22.12.0048	\$	202.80
22.30.22.32.0042	\$	261.46
11.30.22.32.0018	\$	374.31
01.30.22.14.0032	\$	473.19
22.30.22.11.0032	\$	435.96
01.30.22.44.0055	\$	405.37
12.30.22.23.0030	\$	266.54
04.30.22.44.0047	\$	473.19
03.30.22.33.0082	\$	120.72
25.30.22.13.0049	\$	186.36
11.30.22.34.0077	\$	116.68
04.30.22.44.0075	\$	203.14
21.30.22.44.0071	\$	347.78
14.30.22.42.0065	\$	405.37
10.30.22.44.0059	\$	452.64

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

Whereupon said Resolution was declared duly passed and adopted.

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

I, the undersigned, being the duly qualified and acting Clerk of the Town of White Bear, Minnesota, DO HEREBY CERTIFY, that I have carefully compared the attached and foregoing Extract of Minutes of the Regular Meeting of the Town Board of the said Town held on the 4th day of November, 2019, with the original on file in my office, and that the same is a full, true and complete transcript therefrom, insofar as the same relates to a Resolution directing certification of Delinquent Refuse Charges.

WITNESS my hand such Clerk and the Town Clerk's Seal this 4th day of November, 2019.

TOWN CLERK, TOWN OF WHITE BEAR, MN



**Town Board Meeting
November 4, 2019**

Agenda Number: 5E – Consent Agenda

Subject: Fast Before the Feast Tri-Fitness Race – In Accordance with the Township’s Special Events Policy Approve the 5K & 10K Tri-Fitness Fast Before the Feast Race on November 28, 2019 (Thanksgiving Morning), Beginning With Registration at 6:30 a.m. & Direct the Event Coordinator to Work with Township Staff Regarding Sign Placement for the Event

Documentation: Staff Memo w/attachments

Action / Motion for Consideration:

Receive Report / Discuss

In Accordance with the Township’s Special Events Policy Approve the 5K & 10K Tri-Fitness Fast Before the Feast Race on November 28, 2019 (Thanksgiving Morning), Beginning With Registration at 6:30 a.m. & Direct the Event Coordinator to Work with Township Staff Regarding Sign Placement for the Event

**Minutes
Town Board Meeting
November 19, 2018**

CONSENT AGENDA: Ruzek moved approval of the Consent Agenda as follows: 6A) In Accordance with the Township’s Special Events Policy Approve the 5K & 10K Tri-Fitness Fast Before the Feast Race on November 22, 2018 (Thanksgiving Morning), Beginning with Registration at 6:30 a.m. and Direct the Event Coordinator to Work with Township Staff Regarding Sign Placement for the Event. Prudhon seconded. Ayes all.

MEMORANDUM

TO: TOWN BOARD
FROM: PATTI WALSTAD
DATE: OCTOBER 29, 2019

SUBJECT: TRI-FITNESS FAST BEFORE THE FEAST RACE

Tri-Fitness is requesting the Township's approval for their annual Fast Before the Feast Race held on Thanksgiving morning. This race has been held the last 11 years with no incidents or complaints.

The Event Coordinator has arranged to have Ramsey County deputies at the event, and signage will be coordinated throughout the Township.

In accordance with the Special Event's Policy, the following items have been submitted:

- Certificate of Insurance listing White Bear Township as an additional insured
- Written confirmation of law enforcement coverage

PSW/s
cc:admin.file
b:feastrace19

Patti Walstad

From: Judi Fluger <judi@mmraces.com>
Sent: Monday, October 28, 2019 1:05 PM
To: Patti Walstad
Subject: RE: Fast Feast Race on Tday

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

Thank you Patti – As in years past, I will put out signs a week in advance of the race to warn people of potential traffic delays. I have reached out to Ramsey County regarding police officers and will have three available. I do not have names yet. Officers will be located at White Bear Parkway and South Birch Lake Road, White Bear Parkway and Otter Lake Road and Otter Lake Road and Schueneman. Cones will be placed on the west side of Otter Lake Road on the shoulder and runners will be instructed to stay behind the cones. I have also been in contact with Gem Lake and have been added to their council schedule for approval.

Please let me know if you need anything else.

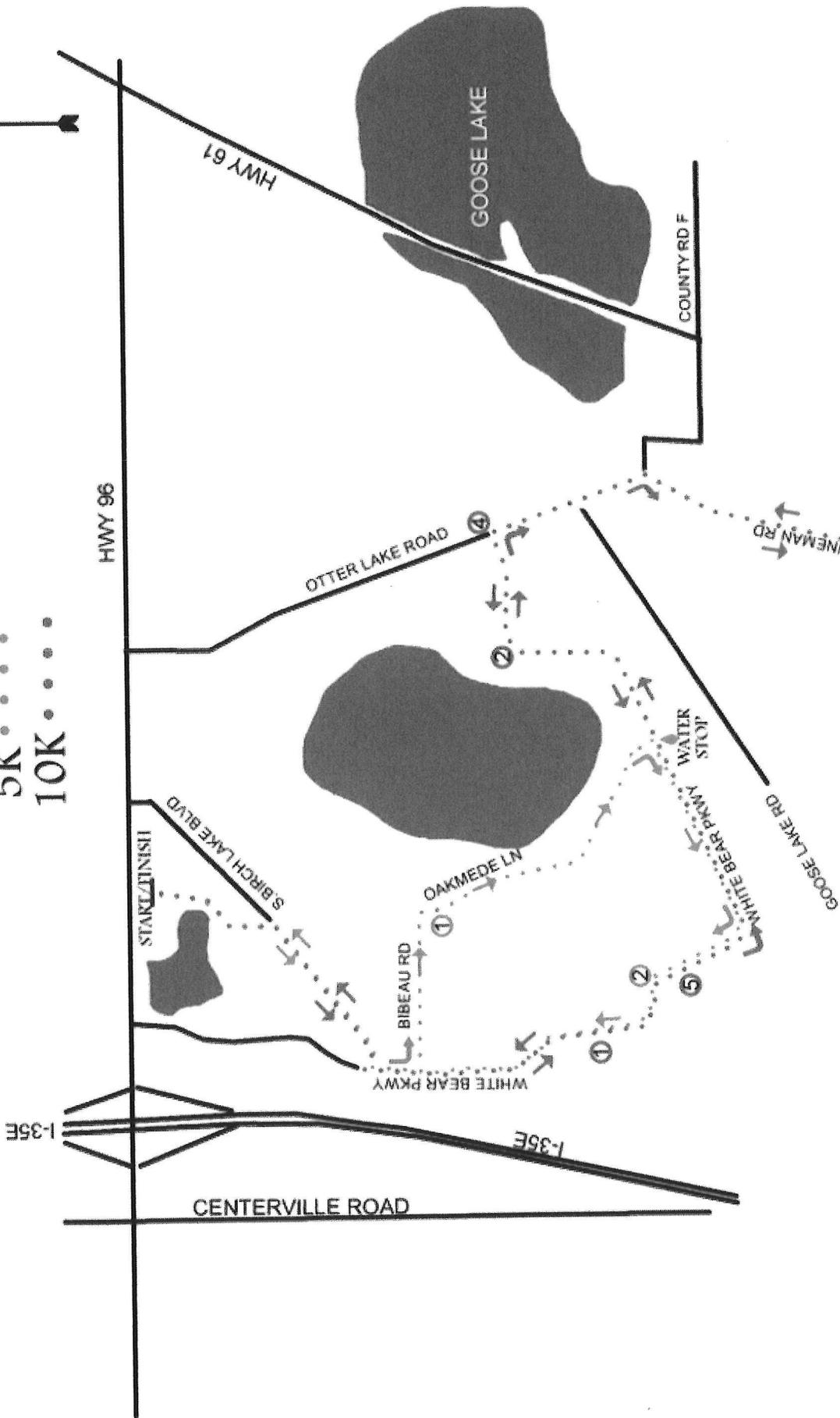
Respectfully,

Judi Fluger
Owner, Founder, Race Director
Midwest Multi Sport Races
www.mmraces.com
651-440-9625

FAST BEFORE THE FEAST

5K

10K



MMRaces



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/29/2019

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

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

PRODUCER Preferred Insurance Services, Inc. 1306 West County Road F Arden Hills MN 55112	CONTACT NAME: Kaitlyn Gombold	PHONE (A/C, No, Ext): (651) 287-7409	FAX (A/C, No): (651) 255-3502
	E-MAIL ADDRESS: kaitlyn@preferredmn.com		
INSURED Midwest Multisport Races, LLC 2370 County Road J Ste 103 Saint Paul MN 55110-1067	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: West Bend Mutual		15350
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
INSURER F:			

COVERAGES

CERTIFICATE NUMBER: 19-20 Liability Master

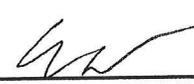
REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			A559999	01/29/2019	01/29/2020	EACH OCCURRENCE	\$ 1,000,000
			DAMAGE TO RENTED PREMISES (Ea occurrence)				\$ 300,000	
			MED EXP (Any one person)				\$ Excluded	
			PERSONAL & ADV INJURY				\$ 1,000,000	
GEN'L AGGREGATE LIMIT APPLIES PER:							GENERAL AGGREGATE	\$ 2,000,000
POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/>							PRODUCTS - COMP/OP AGG	\$ 2,000,000
OTHER:								\$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY			A559999	01/29/2019	01/29/2020	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
			<input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY				BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR			A559999	01/29/2019	01/29/2020	EACH OCCURRENCE	\$ 1,000,000
	<input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE	\$ 1,000,000
	DED <input checked="" type="checkbox"/> RETENTION \$ Waived						Personal & Advertising	\$ 1,000,000
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below							PER STATUTE	OTH-ER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

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

CERTIFICATE HOLDER**CANCELLATION**

White Bear Township 1281 Hammond rd White Bear Township MN 55110	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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**WHITE BEAR TOWNSHIP
SPECIAL EVENTS POLICY**

WHEREAS THE TOWN BOARD RECEIVES REQUESTS FROM ORGANIZATIONS FOR SPECIAL EVENTS THAT ARE HELD IN WHITE BEAR TOWNSHIP, THE FOLLOWING POLICY IS HEREBY ESTABLISHED:

- 1) All special events held within the Town limits shall require Town Board approval.
- 2) Applicants shall submit a written request explaining their request, including the date, time of day, maximum number of attendees, responsible person (name and day time phone number), and all streets they are requesting to use during the event.
- 3) The applicant shall submit a Certificate of Insurance for General Liability, in the maximum amount provided by law, naming the Town of White Bear **as an additional insured** for the event. Certificate shall be stated as follows:

**“TOWN OF WHITE BEAR, ITS OFFICERS,
EMPLOYEES AND ASSIGNS”.**
- 4) Applicant’s request shall include a statement regarding their contact with and approval (if required), from all agencies that may be involved with the event (i.e. RAMSEY COUNTY SHERIFF’S DEPARTMENT; RAMSEY COUNTY PARKS & RECREATION DEPARTMENT, RAMSEY COUNTY PUBLIC WORKS DEPARTMENT, WHITE BEAR LAKE FIRE DEPARTMENT, ETC.)
- 5) Applicant shall provide route notification to the residents and businesses in the affected neighborhoods by way of temporary signs along the route, as directed by the Town Board, a minimum of 5 days in advance of the event. Spraying paint on roads, telephone poles and sidewalks is prohibited - chalk is acceptable. Permanent road signage such as speed limit signs and directional signs shall not be covered by event signage.
- 6) Applicant shall be responsible for clean up of all debris, litter, etc., resulting from the event. Applicant shall remove all temporary signage immediately after the event.
- 7) All of the above information must be submitted to the Township Office a minimum of 30 days prior to the Town Board Meeting at which the application will be considered – incomplete applications will not be considered. The 30 day requirement may be waived by the Town Board by petition of the applicant for special circumstances.
- 8) White Bear Township reserves the right to revoke all permits granted.

APPROVED BY THE TOWN BOARD MAY 3, 1999; Amended May 6, 2002, June 2, 2003 & October 3, 2011

RAMSEY COUNTY SHERIFF’S DEPARTMENT	651-266-7300 / or 651-484-3366
RAMSEY COUNTY PUBLIC WORKS DEPARTMENT	651-266-7100
RAMSEY COUNTY PARKS & RECREATION DEPARTMENT	651-748-2500
WHITE BEAR LAKE FIRE DEPARTMENT	651-429-8568



**Town Board Meeting
November 4, 2019**

Agenda Number: 5F – Consent Agenda

Subject: 3rd Quarter Financial Report - Receive

Documentation: Report

Action / Motion for Consideration:

Receive Report / Discuss

Receive Report

MEMORANDUM

Date: October 29, 2019
 To: Town Board
 From: Tom Kelly, Finance Officer
 Re: Third Quarter 2019 Financial Report

The third quarter is in the books. The Town's revenues are slightly higher than expected and expenditures are much lower than they normally have been at this point in the year. The key to the Town's finances are that even though we are 75% through the year, revenues and expenditures do not flow evenly though the year. Even with some one time expenditures spent at the beginning of the year and the Town having paid all of its 2019 debt payments, expenditures are only 44% spent compared to budget compared to 57% last year at this time. Likewise, on the revenue side the major revenue source is property taxes and special assessments, which are received in July and December. In addition, utility billing revenues are only received once a quarter. Debt Service Fund revenue is 66% due to onetime transfers to fund debt retirements, of which puts revenue collect at 58% of budget compared to 67% in 2018. Below is a chart comparing budget to actual revenue and expenditures for the years 2019 and 2018.

Revenues	2018 Budget	2018 Actual	% Received	2019 Budget	2019 Actual	% Received
General Fund	2,225,940.00	2,522,994.80	113.35%	2,322,752.00	2,517,406.95	108.38%
Debt Service Funds	171,486.00	170,769.47	99.58%	178,908.75	158,396.31	88.53%
Capital Project Funds	881,442.75	698,123.17	79.20%	839,849.25	723,385.98	86.13%
Enterprise Funds	3,126,609.00	3,035,195.95	97.08%	3,400,511.25	2,174,624.38	63.95%
Internal Service Fds	612,185.25	597,030.52	97.52%	470,616.00	612,758.97	130.20%
Total	7,017,663.00	7,024,113.91	100.09%	7,212,637.25	6,186,572.59	85.77%

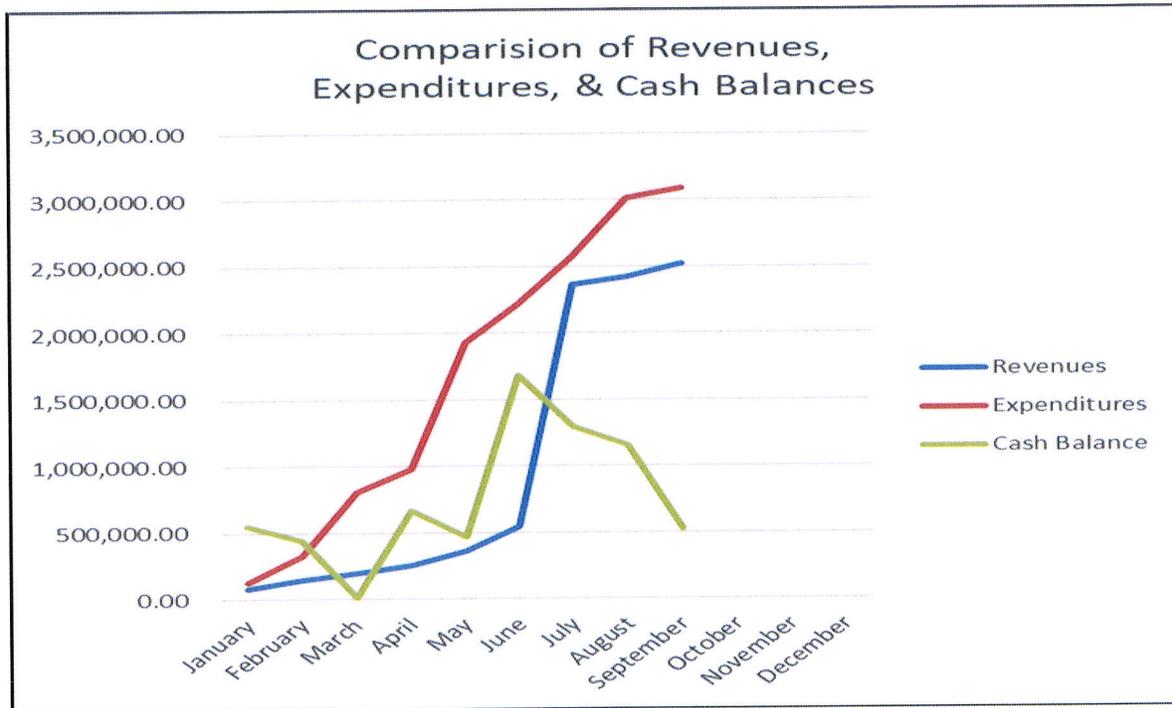
Expenditures	2018 Budget	2018 Actual	% Spent	2019 Budget	2019 Actual	% Spent
General Fund	3,032,613.00	3,008,679.05	99.21%	3,173,517.00	3,086,875.17	97.27%
Debt Service Funds	255,263.25	339,549.50	133.02%	254,365.50	337,248.60	132.58%
Capital Project Funds	952,449.75	681,168.58	71.52%	3,801,767.25	641,239.27	16.87%
Enterprise Funds	3,694,835.25	2,342,538.28	63.40%	5,685,675.75	3,658,953.46	64.35%
Internal Service Fds	703,188.75	159,499.13	22.68%	578,869.50	279,443.41	48.27%
Total	8,638,350.00	6,531,434.54	75.61%	13,494,195.00	8,003,759.91	59.31%

It should be noted that the budget amounts are for three fourths of the year and the actual is year to date. The rest of the report will detail the revenues and expenditures of each of six fund types.

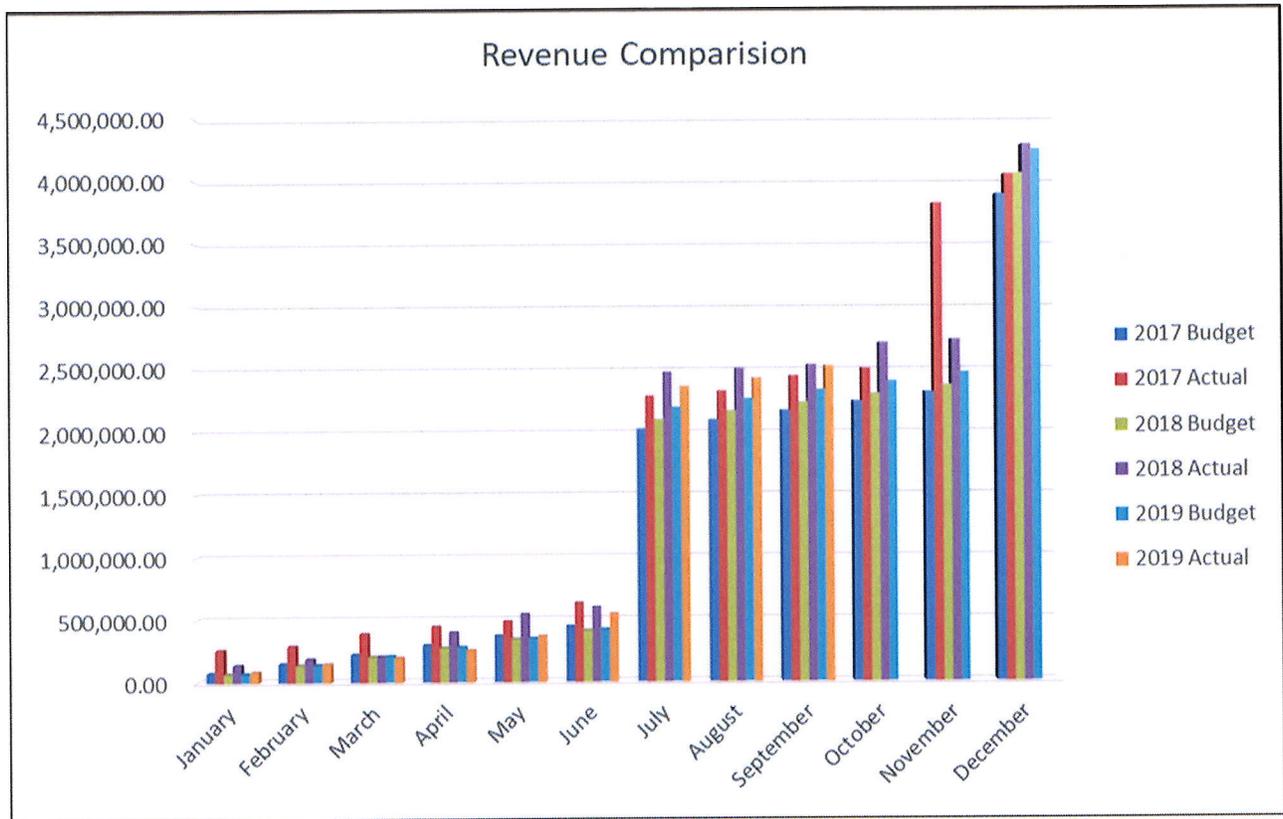
GENEARL FUND

Through the third quarter, revenues are above budget projections and expenditures are below budget, which is demonstrated in future charts. However, the chart on the following page shows how revenues are below expenditures levels for the first three quarters of the year, which is

typical. In addition, one can see how the Town depends on reserves (cash balances) until the tax payments are received in December.

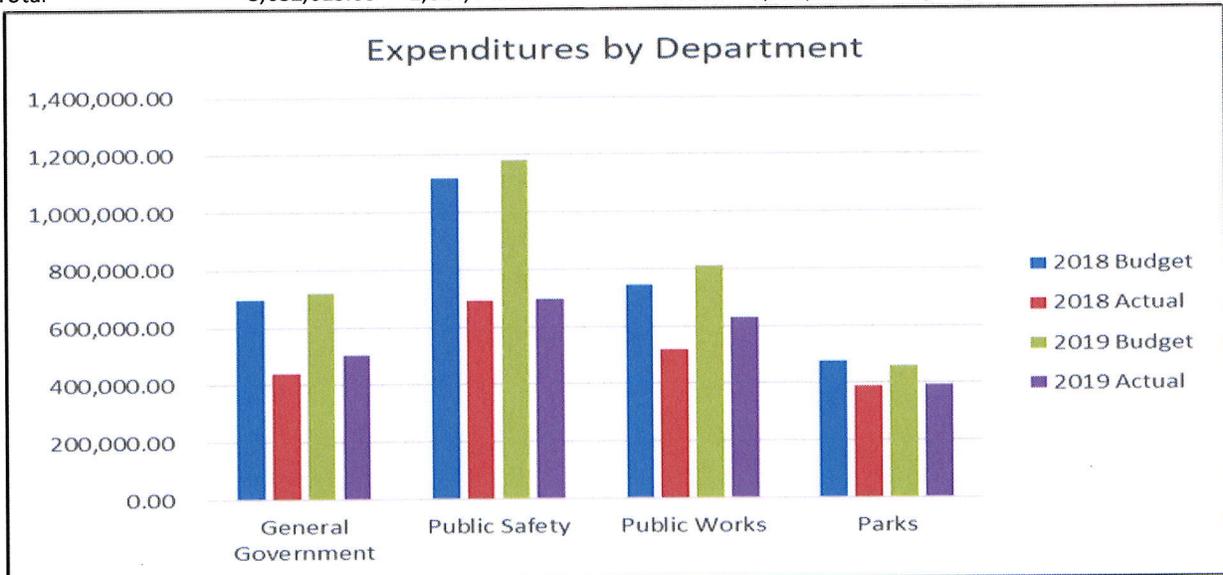


For the year, the Town has received 59.49% of the budgeted revenue through the end of September, which is almost the same as last year at this time (62.40%). No revenue categories have exceeded their budgets through the third quarter of the year. A few individual line items have exceeded their budget amounts for the year, but for the most part the major revenue sources are below budget so far. Fine revenue has already collected all but \$97.44 of its budget due to stronger than anticipated administrative fines. The Town has collected 76% of the licenses and permit revenues and trials last year collections, which were 117% of budget. Intergovernmental revenues include cable TV Franchise Fees, which were collected during the second quarter for \$123,435.50 when \$82,000.00 was budgeted. The chart on the following page compares budget to actual revenues for the last two years. For this chart, the monthly revenues are $\frac{3}{4}$ of the total revenue budget with the exception of property taxes, which are included in the July, and December budget numbers only.



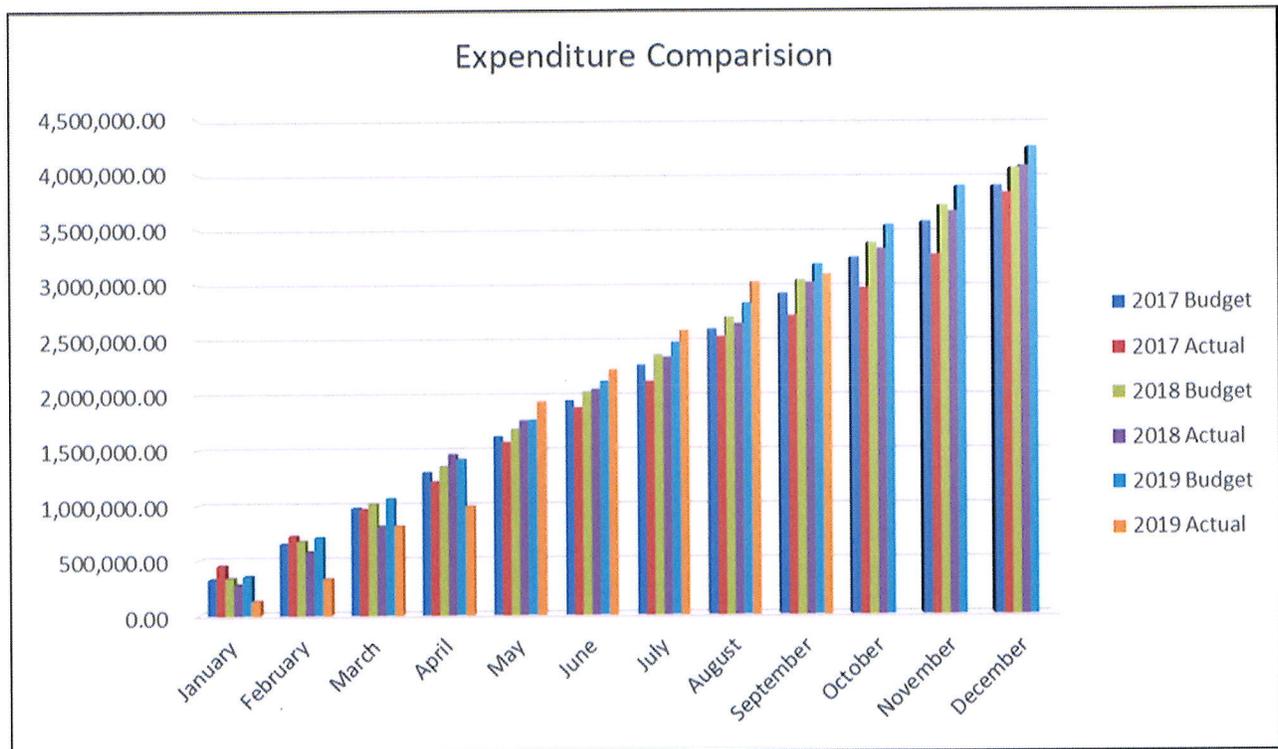
Actual expenditures for the quarter are below the 2019 budget and below the 2018 budget, but higher than 2018 actual amounts as shown in the charts below:

	2018 Budget	2018 Actual	% Spent	2019 Budget	2019 Actual	% Spent
General Government	696,181.50	442,881.88	63.62%	720,940.50	502,912.34	69.76%
Public Safety	1,116,947.25	693,268.78	62.07%	1,181,090.25	697,359.97	59.04%
Public Works	742,878.00	518,106.47	69.74%	810,060.00	631,351.34	77.94%
Parks	476,606.25	390,188.87	81.87%	461,426.25	393,792.15	85.34%
Total	3,032,613.00	2,044,446.00	67.42%	3,173,517.00	2,225,415.80	70.12%



If expenditures were spent evenly throughout the year, the Town should have spent 75% of its budget, which is the budget amounts in the previous charts. Only one activities is over 75% spent of their budgets after the 3rd quarter are Public Works and Park Maintenance, which is mainly due to one-time expenditures for their equipment rental fee paid to the Town's Capital Equipment Fund, equipment repairs and summer expenditures related to temporary summer help, which have been completed for the year.

The bad news is that there are expenditures for snow plowing or sanding activities, which most likely will begin before the end of the year. This could increase the road and bridge activity which is currently 76% spent closer to 100% or more.



Overall, General Fund expenditures in good shape through the first three quarters of the year and appear will end the year below budget. However, revenues appear they will be under budget, but near expenditure levels. This means for 2019 the Town may draw down some of its fund balance to cover 2019 expenditures or may slightly add to the fund balance but it will all depend on revenue collections over the next month and the December property tax collections.

DEBT SERVICE FUNDS

The Town Debt Service expenditure activity is completed for the year with both the February and August 1st bond payments being made totaling \$708,275.00. The Town now has \$960,000.00 in outstanding debt as of September 30, 2019. However, the Town issued debt of \$1,210,000.00 in October. Funding or revenues, which currently totals \$158,398.31, comes from Water Utility Fund revenues as well as property taxes, special assessments, and tax increments of which, the Town received the first half property tax settlement in July and will receive the 2nd half in December.

CAPITAL PROJECT FUNDS

Revenues received are from first half (tax settlement) special assessments, interest earnings, the billboard lease in the Community Park Fund, and a transfer from the Town's General Fund for the Town's annual sealcoating project. The expenditures are transfers from the Towns EDA Fund to the Debt Service Funds for their share of 2018 bond payments, some park and infrastructure improvements, totaling \$371,691.59, which is below budget with the majority of expenditures for the 2019 street project coming in October. As a result, the Capital Project Funds expenditures will increase during the 4th quarter but should still be under budget.

ENTERPRISE FUNDS

The Town's Enterprise Funds third quarter financial information is as follows:

Revenues	2018 Budget	2018 Actual	% Received	2019 Budget	2019 Actual	% Received
Water Fund	1,648,241.00	1,269,408.62	77.02%	1,689,345.00	670,610.42	39.70%
Sanitary Sewer Fund	1,969,845.00	1,374,224.62	69.76%	2,258,810.00	1,177,320.36	52.12%
Storm Water Fund	550,726.00	391,562.71	71.10%	585,860.00	326,693.60	55.76%
Total	4,168,812.00	3,035,195.95	72.81%	4,534,015.00	2,174,624.38	47.96%

Expenses	2018 Budget	2018 Actual	% Spent	2019 Budget	2019 Actual	% Spent
Water Fund	1,766,378.00	857,999.13	48.57%	4,066,790.00	1,703,992.93	41.90%
Sanitary Sewer Fund	2,394,814.00	1,332,162.09	55.63%	2,544,514.00	1,683,278.56	66.15%
Storm Water Fund	765,255.00	152,377.06	19.91%	969,597.00	271,681.97	28.02%
Total	4,926,447.00	2,342,538.28	47.55%	7,580,901.00	3,658,953.46	48.27%

Due to the timing of the billing quarters, the revenues is only for the first two quarters of the year are above last year So if you double the revenues, the Water Fund revenues will end the year below budget, while the Sanitary Sewer and Storm Water Funds will be over budget. Expenses for the year are higher than prior year expenses due to the water tower painting in the Water Fund, the lift station rehabilitation project in the Sanitary Sewer Fund and drainage improvement projects in the Storm Water Fund. Also, keeping in mind that the expense budget for the Enterprise Funds includes depreciation, which will not be recorded until the end of the year. Because of the infrastructure projects in these funds, expenses should be above revenues for 2019.

INTERNAL SERVICE FUNDS

The Town's Town Building, Capital Equipment, and Risk Management Funds have collected their one-time fees from the General Fund and Enterprise Funds, thus they have collected 100% of their revenues, except for interest earnings, for 2019.

The Town Building Fund has spent only 31% of their budgeted items as the office remodel project has not started and only the landscaping project has been payed. The Capital Equipment Fund has spent 41% of their budget for small tools and the installation of the utility box, compressor, and crane on the 2018 utility truck.

The Risk Management Fund has paid the worker's compensation premiums for the 2019, so its expense activity for liability and auto insurance will be paid in the 4th quarter of 2019. Premiums are anticipated to cost the Town \$85,166.00, which is a decrease of \$73,031.00 from 2018. All of 2019 the worker's compensation premiums were paid for \$40,947.00 compared to

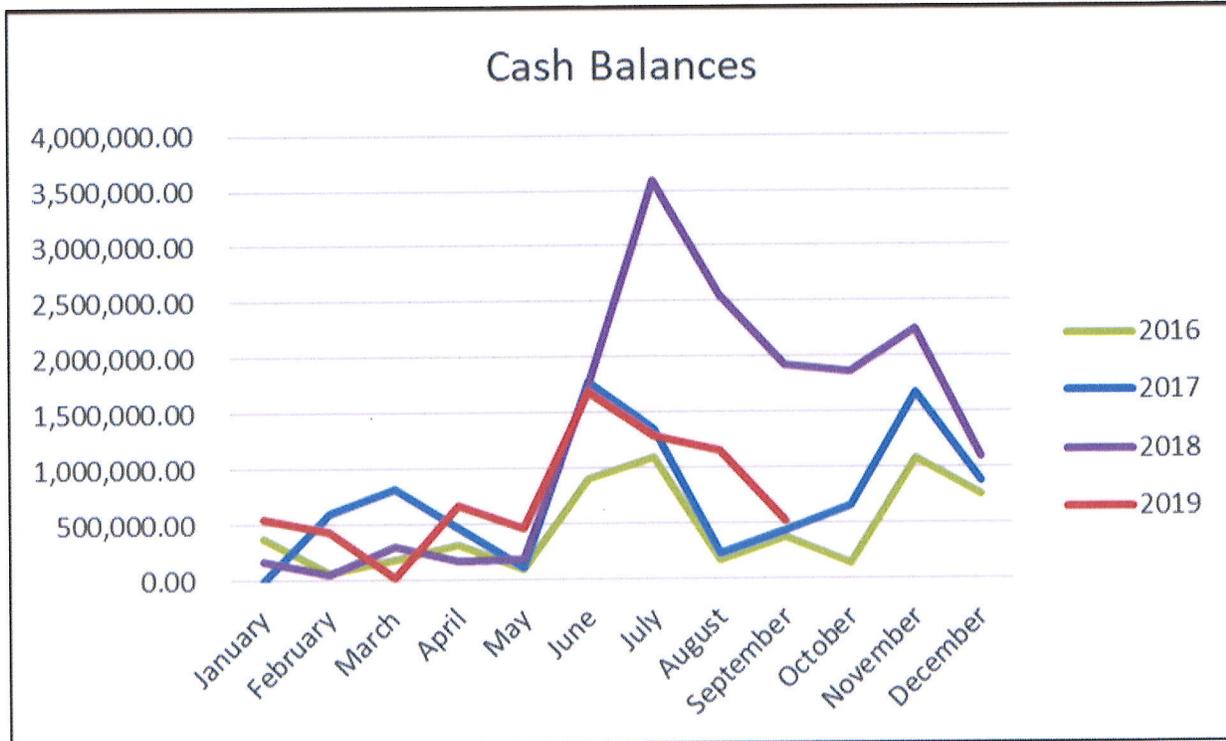
\$40,225.98 for all of 2018. The decrease is due to decreases in personnel costs and claims. Overall, the Risk Management fund has spent 40% of its 2019 budget.

CASH AND INVESTMENTS

Finally, the Town had \$9,983,747.88 invested as of September 30st. This compares to \$9,842,259.89 invested last year at this time. The investments had an average interest rate of 2.978% compared to 2.848% last year. The Town’s yield to maturity is only 2.633% compared to 2.393% in 2018. The increase in average interest rates and yield can be attributed to low rate investments maturing and the Town holding its higher rate investments. The chart below shows the Town’s invested funds for the last four years.



The other factor and equally important as funds invested is the Town’s cash in the bank. These are the funds the Town uses to pay its bills each month. Since the Town receives the majority of its money in July and December from tax settlements, it is not unusual for the Town to have a large amount of cash available in those months with the funds being drawn down in the proceeding months. Depending on expenditures and other revenues collect the Town may draw on its investments to help meet its cash needs, as has been the case during the first three quarters of 2019. The chart following page demonstrates the cash flow for the Township the last four years.



CONCLUSION

Through the third quarter, it appears revenues may finish the year below budgeted amounts for most revenue sources. The good news is expenditures may end near or slightly below budgeted amounts. The Water and Sanitary Sewer Fund have infrastructure expenses that should resulted in expenses exceeding revenues for the year. The Town issued \$1,210,000.00 in bonds to fund its 2019 street project, which will be reflected in the fourth quarter of this year. The Township has sufficient cash and investments to meet its obligations until the Township receives its second tax settlement in December and investment earnings remain low. While not all the financial news is great, the Town will be fine financially in 2019 and into the future.



**Town Board Meeting
November 4, 2019**

Agenda Number: 5G – Consent Agenda

Subject: Well No. 4 & SCADA Improvements Design Basis –
Authorize TKDA to Prepare a Design Basis Report & Updated
Cost Estimate for Improvements & Presentation to the Town
Board in An Amount Not to Exceed \$8,200.00 With Funding
From the Water Operating Fund

Documentation: Town Engineer Correspondence w/attachment

Action / Motion for Consideration:

Receive Report / Discuss

Authorize TKDA to Prepare a Design Basis Report & Updated Cost
Estimate for Improvements to Well No. 4 & SCADA & Present it to the
Town Board in An Amount Not to Exceed \$8,200.00 With Funding from
the Water Operating Fund

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



October 31, 2019

Honorable Chairman and Town Board
White Bear Township, Minnesota

Re: Well 4 and SCADA Improvements Design Basis
White Bear Township, Minnesota
TKDA Project No. 17127.012

Dear Board Members:

In late 2018, the Township was notified by MDH three of the Town's wells had manganese levels above the MDH health based guidance level of 100 ppb. To date the Township has been managing the manganese levels in the finished water delivered to customers by blending of the water from low concentration sources with the higher concentration sources. This has resulted in increased water quality efforts by Public Works staff that is not sustainable in the long term. TKDA completed a conceptual evaluation of possible improvements that could be made to the water system, and presented the results to the Town Board.

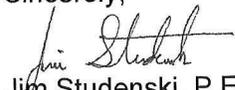
At the October 24, 2019 Executive Board meeting, the Town Board requested that TKDA complete an assessment of the improvements required of the SCADA system and Well 4 to reduce the level of effort being expended by Public Works staff and to increase the Town's ability to supply water below the health-based guidance.

We are requesting authorization to complete a design basis report and updated cost estimate for the improvements, and presentation of the results to the Town Board for an amount not to exceed \$8,200.00. TKDA will present the design basis and updated costs to the Town Board for review and approval, and request in a future authorization to complete construction plans and specifications for the proposed improvements.

The overall project funding will be from the Water Operating Fund.

Please let me know if you have additional questions.

Sincerely,



Jim Studenski, P.E.
Town Engineer



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

Memorandum

To:	Town Board	Reference:	Water System Improvements
Copies To:	Dale Reed	Project No.:	17127.012
	James Studenski	Routing:	
From:	Dan Nesler		
Date:	10/23/19		

Background

In late 2018, the Township was notified by MDH that Township’s Wells 2 and 6 had manganese levels above the MDH health-based guidance level of 100 ppb. Subsequent testing completed by the Township on December 17, 2018 confirmed Wells 2 and 6 were above the guidance and also found that Well 3 was above the guidance level.

To date the Township has been managing the manganese levels in the finished water delivered to customers by increased operation of Water Treatment Plant 1 (Well 5), and blending of the water from low concentration wells with the higher concentration wells. To date, testing has shown this has resulted in delivered water at manganese concentrations less than the infant health-based guidance. It also resulted in increased water quality efforts by Public Works staff that is not sustainable in the long term.

At the July 26, 2019 Executive Board meeting, the Town Board requested that TKDA complete a conceptual evaluation of options the Town could take to meet the health-based guidance. This memorandum summarizes some of the conceptual options the Town could consider.

Existing Water System

The Town operates two separate water systems. The North system consists of four wells, one water treatment plant, two water towers, and a network of watermains. The South water system consists of two wells, one water tower and a network of watermains. The Town’s water system is shown in Figure 1.

Options review

In coordination with Township Public Works staff, we have identified potential options for improvements to the Township’s water system to meet the Mn health-based guidance. These options were developed to a conceptual level to identify the major scope items, pros/cons, estimated capital costs, and operational and staffing impacts. The intent of the options is to help the Town Board plan its desired path forward for both water systems.

The estimated costs listed in this memo should be considered screening level and based on the limited project details available. The estimates should be considered a Class 5 estimate (plus 100%/minus 50%) based on the Association for the Advancement of Cost Engineering and American Society for Testing and Materials standards. The opinion of probable cost was determined from similar projects

and TKDA's experience. Cost contingencies are also used to cover unknown conditions that cannot be integrated into the estimates. These costs are subject to change as new information is provided and discovered.

North System

As shown in Figure 1, the North system consists of Wells 3, 4, 5, and 6, WTP 5, and the Hammond and NE water towers. Five options were identified and evaluated for the North system and are discussed below.

Option 1 – Base case, no action

Currently there is no MDH Standard for providing water with a Mn concentration below 100 ppb. The 100 ppb threshold is a MDH health based guidance level issued by the state based on the research that has been completed to date.

Positives of this alternative include no capital spending or system improvements would be required. The Town could continue to operate the current water system as it is today. Negatives to this alternative include poor perception from customers, and an increased risk of portions of the population having problems with memory, attention, and motor skills. Infants (babies under one year old) may develop learning and behavior problems if they drink water with too much manganese in it.

Option 2 – Blending

As discussed previously, in the North system Wells 3 and 6 exceed the Mn health-based guidance levels. Well 4 is below the guidance level. Well 5 is above the guidance level, but Mn is removed at the water treatment plant located at Well 5. For the peak summer months, the Public Works staff have been able to blend the higher concentration Mn well water with the lower concentration Mn well water and water treated at Treatment Plant 1 (TP1) to meet the guidance levels at customer's point of use.

While blending was successful this year, it did require additional workload by Public Works staff as well as increased reliance on the low concentration wells. Public Works estimates that approximately 100 hours of staff time, including some weekend/overtime, was directed toward operation of the wells and WTP 5 rather than regular tasks. This extra effort is not sustainable in the long term. If a mechanical or power failure were to have occurred, it also would have resulted in the Township being unable to meet the health-based guidance. TP1 has also been operated in excess of its intended design. TP1 was designed as a peaking plant, but has been operated essentially 24/7 for July, August, and September.

Positives of this alternative include no capital spending or system improvements would be required. Negatives to this alternative include continued risk of not meeting the guidance if any of the system components were to fail and staffing limitations of Public Works.

Option 3 – Improved Blending

To build upon Option 2, improvements could be made to the water system to reduce some of the extra effort expended by Public Works staff and increase the capacity of the low Mn concentration wells. Well 4 is one of the low Mn concentration wells, but it currently has a nominal capacity of 700 gpm. With the exception of Wells 1 and 2 on the South System, the remaining wells on the North System have capacities of 1,200 gpm or more. Upgrades could be to the well pump, watermain, and electrical equipment to increase the capacity to match the other wells. This would provide the Town with additional water to use in blending.



The Town could also upgrade their SCADA system. The SCADA system could be improved to include more remote operation, and programming logic to prioritize the operation of Wells 1, 4, and 5 (low concentration) over Wells 2, 3, and 6. This would help reduce some of the extra effort expended by Public Works staff.

The capital costs estimated to complete the above-described work are estimated at \$400,000. Positives to this option include reducing the effort of Public Works staff and increasing the Town's water supply. Risks include continued chance of not meeting the guidance if a system component were to fail. There is also no guarantee that Mn concentrations in Wells 1 and 4 will not change over time. If the Mn concentration were to increase, the Town's ability to blend water to meet the health-based guidance would be diminished.

Option 4 – W5/TP1 Improvements

TP1 was developed with a well pump with nominal capacity of 1,600 gpm. The actual pumping capacity is 1,200 gpm to be able to reach break point chlorination. The well water was known to contain soluble iron above the EPA Secondary Standard of 0.3 mg/l. Once brought to the surface and exposed to air or reactive disinfectants such as chlorine, the soluble iron becomes a brown residue. Consequently, treatment equipment was installed at the Well No. 5 Facility to aerate the iron and convert the iron to a solid residue. In subsequent years, improved sensitivity in analytical techniques uncovered trace amounts of Mn. In 2015, the filter media in the treatment plant was upgraded to better remove Mn. At that time, the decision was made for TP1 to remain a peaking well and not to be the primary source of water to the system. As discussed previously, in 2019 W5/TP1 was operated as the primary source of water for the Township.

The use of W5/TP1 Facility as a primary water supply would require expansion with a new chlorine storage area. In order to provide sufficient storage and containment for continuous treatment and disinfection, the addition would house two one-ton cylinders of gaseous chlorine and safety equipment to assure containment of the chlorine gas. This alternative would enable the facility to provide drinking water at a capacity of 2.3 million gallons per day meeting water quality objectives at the capacity of the well. The estimated cost of the upgrades to TP1 would be \$1,300,000. Positives of improvements to W5/TP1 include an expanded ability to deliver water with Mn removed. With the described improvements, W5/TP1 would be able to meet the average day supply of the North system, and the other wells would only be needed for peaking. However, the improvement would result in a significant capital cost. The existing W5/TP1 site is also relatively small, and expansion of the plant will require coordination of any potential wetland impacts.

Option 5 – New Central WTP

The Town could also construct a new WTP to treat the water from Wells 3, 4, and 6. Ideally this facility would be located near either the Hammond Tower or the NE Tower. Each of the wells would have new watermain routed to the proposed water treatment plant. These new watermain would convey the raw (untreated) water from the wells to the water treatment plant. Equipment and process at the proposed water treatment plant would be similar to WTP 5, likely consisting of pressure filters for the removal of iron and manganese, and then disinfection. Treated water would then be delivered to the existing distribution system. The estimated cost of a new water treatment plant and raw watermain to each of the wells is estimated to be \$11,000,000. Positives of a new central treatment plant are the Town would have two separate facilities and would be able to treat all wells in the North system for Mn. Having a central treatment plant would also allow the Town to be prepared for treatment of future issues in the water. A new treatment plant and the associated watermain however would be a significant capital cost for the Town. The design and construction process would likely be a two to three year process.



South System

As shown in Figure 1, the South system consists of Wells 1 and 2, and south water tower. Four options were identified and evaluated for the South system and are discussed below.

Option 1 – No action

As stated previously, there currently is no state requirement for providing water with a Mn concentration below 100 ppb. The 100 ppb threshold is a guidance level issued by the State based on the research that has been completed to date.

Positives of this alternative include no capital spending or system improvements would be required. The Town could continue to operate the current water system as it is today. Negatives to this alternative include poor perception from customers, and an increased risk of portions of the population having problems with memory, attention, and motor skills. Infants (babies under one year old) may develop learning and behavior problems if they drink water with too much manganese in it.

Option 2 – Blending

As discussed previously, in the South system Well 2 exceeds the Mn health-based guidance levels. Well 1 is below the guidance level. For the peak summer months, the Public Works staff have been able to operate Well 1 as the lead well, blending with Well 2 when needed to meet the guidance levels at customer's point of use.

While blending was successful this year, it did require additional workload by Public Works staff and required increased reliance on the low concentration wells. If a mechanical or power failure were to have occurred at Well 1, it also would have resulted in the Township being unable to meet the health-based guidance.

Positives of this alternative include no capital spending or system improvements would be required. Negatives to this alternative include continued risk of not meeting the guidance if any of the system components were to fail and staffing limitations of Public Works. Well 1 has also been identified by the DNR to have the most impact on White Bear Lake levels of the Town's wells. Depending on future outcomes of the White Bear Lake litigation, the Town may be limited in the amount of water and times when Well 1 can be used.

Option 3 – New WTP

The Town could construct a new WTP to treat the water from Wells 1 and 2. This would be a small treatment plant, similar to W5/TP1. Space is limited at Wells 1, 2, and the south tower; land would likely need to be purchased. Each of the wells would have new watermain routed to the proposed water treatment plant. These new watermain would convey the raw (untreated) water from the wells to the water treatment plant. Equipment and process at the proposed water treatment plant would be similar to W5/TP1, likely consisting of pressure filters for the removal of iron and manganese, and then disinfection. Treated water would then be delivered to the existing distribution system. The estimated cost of a new water treatment plant and raw watermain to each of the wells is estimated to be \$4,000,000. Positives of a new central treatment plant are the Town would have now have treatment facility for the South system and would be able to treat both wells for Mn. Having a treatment plant would allow the Town to be prepared for treatment of future issues in the water. A new treatment plant and the associated watermain, however, would be a significant capital cost for the Town. The design and construction process would likely be a two-year process.



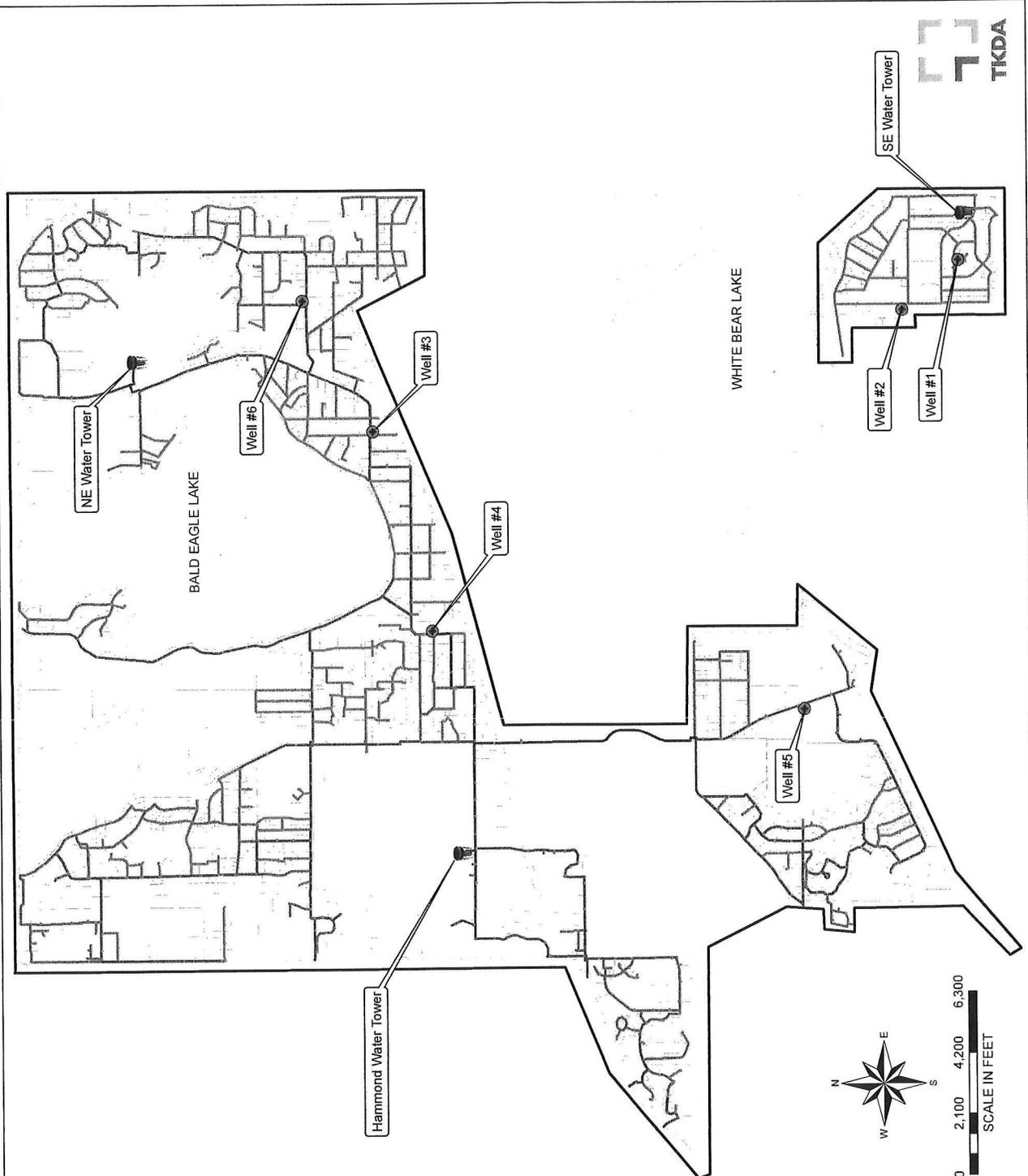
Option 4 – Interconnect with White Bear Lake

The Town could also coordinate with the City of White Bear Lake to either use the existing interconnection or install another interconnect to their water system and to purchase water from the City. The existing interconnect is via the City of Birchwood, and would require coordination with Birchwood. The City has a centralized water treatment plant and would be able to provide water meeting the Mn health-based guidance requirements. The estimated capital cost of an interconnect is \$150,000, plus the purchase of the water for sale to Town residents. Positives of this option are the ability to provide treated water at a relatively low cost. Cons to this option include a loss of control on the production of water delivered to residents and differing water quality. The City of White Bear Lake softens their water, while the Township does not. Residents may notice the difference.

Next Steps

The Town board has requested TKDA further evaluate Option 3 for the North System, Improved Blending, for implementation and construction prior to summer 2020. TKDA will work with Public Works staff to further develop the improvements that will be required of the SCADA system and at Well 4.





WHITE BEAR TOWNSHIP

FIGURE 1:
WATERMAIN SYSTEM MAP

Legend

- Wells
- ☺ Water Tanks
- <6" Watermain
- 8"-10" Watermain
- 12"-16" Watermain
- 20" Watermain
- WBT Boundary
- WBT Parcels



**Town Board Meeting
November 4, 2019**

Agenda Number: **5G – Consent Agenda**

Subject: **Right-of-Way Permit** - Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve the XcelEnergy Permit to Install Underground Gas Service for the Residence at 5427 Cottage Avenue Which Will Require Boring & Open Trenching

Documentation: Town Engineer Correspondence w/ map

Action / Motion for Consideration:

Receive Report / Discuss

Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve the XcelEnergy Permit to Install Underground Gas Service for the Residence at 5427 Cottage Avenue Which Will Require Boring & Open Trenching



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

October 24, 2019

Honorable Chairman and Town Board
White Bear Township, Minnesota

Re: XcelEnergy Permit Application
5427 Cottage Avenue
White Bear Township, Minnesota
TKDA Project No. 17127.000

Dear Board Members:

XcelEnergy has applied for a permit to install underground gas service for the residence at 5427 Cottage Avenue. The project will require directional boring across Cottage Avenue.

We recommend approval with the following conditions:

1. Contractor must protect Cottage Avenue during the boring activity.
2. Contractor must protect resident driveway during the boring activity.
3. Contractor must protect sewer and water services along the construction route.
4. Contractor must protect the hydrants and install any cable behind the hydrant and not between the hydrant and the street.
5. Disturbed areas shall be restored equal to or better than original condition.
6. If the relocation of these utilities becomes necessary in the future due to a public improvement, the utilities shall be relocated at no cost to the Township.
7. Call Gopher One-Call prior to any work.

Sincerely,

Jim Studenski, P.E.
Town Engineer

Enclosures

Date 10/18/2019
Project No: 103795380
Service Designer: Laurie VanOstrand
651-779-3160

APPLICATION OF XCEL ENERGY d/b/a NORTHERN STATES POWER COMPANY

To:

Jim Stuedenski
1281 Hammond Rd
White Bear Lake, MN 55110

Application is hereby made for permission to replace, construct and therefore maintain:
One gas service (see sketch)..

I. Type of Utility – Gas , Residential service

Installing gas service to feed 5427 Cottage AVE, connecting to main on east side of
Cottage ave

II. Work to be started upon approval and completed by 12/31/19

_____.

Application Approved

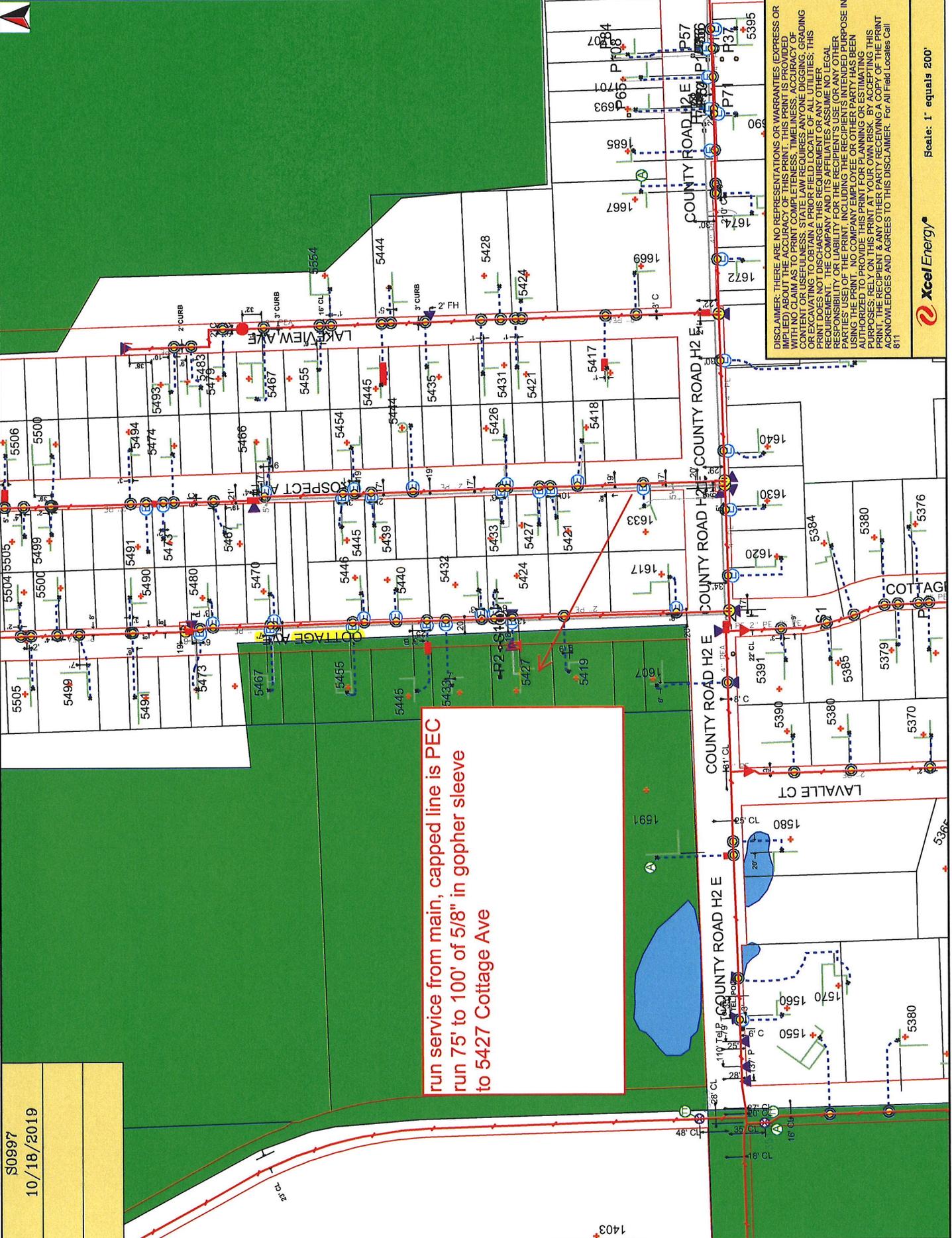
Xcel Energy
d/b/a Northern States Power Company

Laurie VanOstrand

Laurie VanOstrand
Service Designer
1700 East County Rd E
White Bear Lake, MN 55110
Laurie.vanostrand@xcelenergy.com
Fax 651-779-3509

Date: _____

S0997
10/18/2019



run service from main, capped line is PEC
 run 75' to 100' of 5/8" in gopher sleeve
 to 5427 Cottage Ave

DISCLAIMER: THERE ARE NO REPRESENTATIONS OR WARRANTIES (EXPRESS OR IMPLIED) MADE BY THE ENGINEER OR DESIGNER FOR THE CONTENT OR USEFULNESS. STATE LAW REQUIRES ANYONE DIGGING, GRADING OR EXCAVATING TO OBTAIN A PRIOR FIELD LOCATE OF ALL UTILITIES; THIS PRINT DOES NOT DISCHARGE THIS REQUIREMENT OR ANY OTHER LIABILITY OF THE RECIPIENT. THE RECIPIENT'S USE (OR ANY OTHER PARTIES' USE) OF THE PRINT, INCLUDING THE RECIPIENT'S INTENDED PURPOSE IN USING THE PRINT, NO COMPANY EMPLOYEE OR OTHER PARTY HAS BEEN AUTHORIZED TO PROVIDE THIS PRINT FOR PLANNING OR ESTIMATING THIS PURPOSE. THE RECIPIENT & ANY OTHER PARTY RECEIVING A COPY OF THE PRINT ACKNOWLEDGES AND AGREES TO THIS DISCLAIMER. For All Field Locates Call 811

xcelEnergy
 Scale: 1" equals 200'



**Town Board Meeting
October 21, 2019**

Agenda Number: **5H – Consent Agenda**

Subject: **Right-of-Way Permit** – Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve the Xcel Energy Permit to Replace Overhead Electric Service for the Residence Between 5238 – 5264 Bald Eagle Boulevard & at 5241 Beaver Street

Documentation: Town Engineer Correspondence w/ map

Action / Motion for Consideration:

Receive Report / Discuss

Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve the Xcel Energy Permit to Replace Overhead Electric Service for the Residence Between 5238 – 5264 Bald Eagle Boulevard & at 5241 Beaver Street



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

October 28, 2019

Honorable Chairman and Town Board
White Bear Township, Minnesota

Re: XcelEnergy Permit Application
5238 – 5264 Bald Eagle Blvd and 5241 Beaver Street
White Bear Township, Minnesota
TKDA Project No. 17127.000

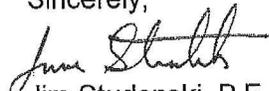
Dear Board Members:

XcelEnergy has applied for a permit to replace overhead electric service for the residence between 5238 – 5264 Bald Eagle Boulevard and at 5241 Beaver Street.

We recommend approval with the following conditions:

1. Contractor must sanitary sewer line in the side lot easement of 5242 Bald Eagle Blvd.
2. Contractor must protect the backyard items of the residents.
3. Contractor must protect sewer and water services on Beaver Street.
4. Disturbed areas shall be restored equal to or better than original condition.
5. If the relocation of these utilities becomes necessary in the future due to a public improvement, the utilities shall be relocated at no cost to the Township.
6. Call Gopher One-Call prior to any work.

Sincerely,


Jim Studenski, P.E.
Town Engineer

Enclosures



5363 260th St N
Wyoming, MN 55092

Sept 16th, 2019
Designer: Kyle Hauge
Phone 651-462-6212
Fax: 651-462-6217

RECEIVED

Beaver St
Order 103642335

TOWNSHIP OF WHITE BEAR

APPLICATION XCEL ENERGY d/b/a NORTHERN STATES POWER COMPANY

To: White Bear Township
1281 Hammond Rd
White Bear Twp, MN 55110

Application is hereby made for the permission to replace, construct and therefore maintain: replacing existing equipment on transformer pole (see attached sketch).

I. Type of Utility – General Description

Replacing existing overhead equipment on utility pole. (See sketch)

II. Work to be started after Sept 30th and completed by Dec 30th, 2019

Application Approved

XCEL ENERGY d/b/a NORTHERN STATES POWER COMPANY

Kyle Hauge
Designer
5363 260th St N
Wyoming, MN 55092

Date: _____



**Town Board Meeting
November 4, 2019**

Agenda Number: 6A – Old Business

Subject: Township Personnel Items:

1. Review & Adopt Proposed White Bear Township Employee Handbook & Personnel Policy(s) per Direction at Executive Meeting.
2. Review & Adopt Proposed Enhanced Position Pointing Systems & Wage Scale.

Documentation: None

Action / Motion for Consideration:

Report at Meeting / Discuss

1. Adopt Proposed White Bear Township Employee Handbook & Personnel Policy(s) per Direction at Executive Meeting.
2. Adopt Proposed Enhanced Position Pointing Systems & Wage Scale.



**Town Board Meeting
November 4, 2019**

Agenda Number: 6B – Old Business

Subject: North Oaks LLC – Development Discussion

Documentation: None

Action / Motion for Consideration:

Report at Meeting / Discuss



**Town Board Meeting
November 4, 2019**

Agenda Number: 7.A – Public Hearing

**Subject: Vacation of a Drainage & Utility Easement @ 4850
Constellation Drive & Approval of Hold Harmless &
Indemnification Agreement**

Documentation: Public Notice / Resident Letter /
Affidavit of Publication / Certificate of Posting /
Proposed Resolution Ordering Vacation of a Drainage &
Utility Easement / Hold Harmless & Indemnification
Agreement

Action / Motion for Consideration:

Report at Meeting / Discuss

- Note Proper Publication of the Hearing Notice in Newspaper & Waive Reading of Notice
- Open Public Hearing
- Open Public Comment Portion – Ask for Comments
- Close Public Portion of Hearing

Based on Staff Review & Recommendation

- 1) Approve the Vacation of the Drainage & Utility Easement
- 2) Adopt **Resolution Ordering Vacation of a Drainage & Utility Easement**

Ruzek – Moves

McCune – Seconds

- 3) Approve Hold Harmless Agreement Which Will Allow the Developer to Preform Grading on a Small Portion of Township Property



PUBLIC NOTICE

NOTICE IS HEREBY GIVEN, That the Town Board of the Town of White Bear, Ramsey County, Minnesota, will meet at Heritage Hall, 4200 Otter Lake Road, in said Town on Monday, November 4, 2019, at 7:00 p.m., to consider the following item:

- Vacation of a Drainage & Utility Easement described as follows:

That part of the 30 foot wide permanent utility easement originally described in Document Number 2458204 described as follows:

Commencing at the northwest corner of Lot 4, Block 1, Microvena Addition, Ramsey County, Minnesota; thence North 89 degrees 25 minutes 15 seconds East, assumed bearing along the north line of said Lot 4, a distance of 398.89 feet; thence South 42 degrees 12 minutes 30 seconds West, a distance of 51.90 feet; thence southwesterly 27.97 feet along a tangential curve concave to the southeast having a radius of 374.05 feet and a central angle of 04 degrees 17 minutes 06 seconds to the point of beginning of the easement to be vacated; thence continuing southwesterly 129.63 feet along the previously described curve concave to the southeast having a radius of 374.05 feet and a central angle of 19 degrees 51 minutes 19 seconds; thence South 18 degrees 04 minutes 05 seconds West, a distance of 69.63 feet; thence South 79 degrees 33 minutes 21 seconds East, a distance of 30.27 feet; thence North 18 degrees 04 minutes 05 seconds East, a distance of 65.62 feet; thence northeasterly 116.68 feet along a tangential curve concave to the southeast having a radius of 344.05 feet and a central angle of 19 degrees 25 minutes 54 seconds; thence North 47 degrees 13 minutes 55 seconds West, a distance of 30.12 feet to the point of beginning,

and to pass upon objections and recommendations, if any, and to conduct any and all business incident hereto.

Given under my hand this 7th day of October, 2019.

BY ORDER OF THE TOWN BOARD OF SUPERVISORS



PATRICK CHRISTOPHERSON, Clerk-Treasurer



1281 HAMMOND ROAD
WHITE BEAR TOWNSHIP, MN 55110

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

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

October 24, 2019

Zachary Zweifler
Scannell Properties
294 Grove Lane, Suite 140
Wayzata, Minnesota 55391

Re: Vacation of Easement

Dear Zachary:

Enclosed please find a **Public Notice** regarding the vacation of a drainage and utility easement on your property in White Bear Township.

The Public Hearing on your request is scheduled for **Monday, November 4, 2019 @ 7:00 p.m. at Heritage Hall, 4200 Otter Lake Road, White Bear Township, Minnesota.**

Also enclosed is a copy of a "draft" Resolution Ordering Vacation of a Drainage & Utility Easement which will be considered on the night of the hearing.

Sincerely,

Patti Walstad
Paralegal

PSW/s
Encls.
cc:admin/add.file

AFFIDAVIT OF PUBLICATION

STATE OF MINNESOTA)
) ss.
COUNTY OF RAMSEY)

Carter Johnson, being first duly sworn, on oath states as follows:

- 1. I am the publisher of the WHITE BEAR PRESS, or the publisher's designated agent. I have personal knowledge of the facts stated in this Affidavit, which is made pursuant of Minnesota Statutes §331A.07.
2. The newspaper has complied with all of the requirements to constitute a qualified newspaper under Minnesota law, including those requirements found in Minnesota Statutes §331A.02.
3. The dates of the month and the year and day of the week upon which the public notice attached was published in the newspaper are as follows:

Once a week, for two successive weeks: it was first published on Wednesday, the 16th day of October, 2019 and was thereafter printed and published on every Wednesday to and including Wednesday, the 23rd day of October, 2019.

- 4. The publisher's lowest classified rate paid by commercial users for comparable space, as determined pursuant to §331A.06, is as follows:
a) Lowest classified rate paid by commercial users for comparable space
b) Maximum rate allowed by law for the above matter
c) Rate actually charged for the above matter \$ 17.37/Inch

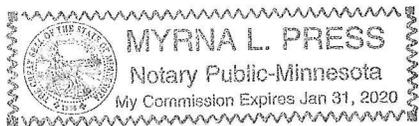
- 5. Mortgage Foreclosure Notices. Pursuant to Minnesota Statutes §580.033 relating to the publication of mortgage foreclosure notices: The newspaper's known office of issue is located in Ramsey County. The newspaper complies with the conditions described in §580.033, subd. 1, clause (1) or (2). If the newspaper's known office of issue is located in a county adjoining the county where the mortgaged premises or some part of the mortgaged premises described in the notice are located, a substantial portion of the newspaper's circulation is in the latter county.

FURTHER YOUR AFFIANT SAITH NOT.

BY: [Signature]
TITLE: Carter Johnson, Publisher
PRESS PUBLICATIONS
4779 Bloom Avenue
White Bear Lake, MN 55110

Subscribed and sworn to before me on this 23rd day of October, 2019.

[Signature]
Notary Public



WHITE BEAR TOWNSHIP PUBLIC NOTICE
NOTICE IS HEREBY GIVEN, That the Town Board of the Town of White Bear, Ramsey County, Minnesota, will meet at Heritage Hall, 4200 Otter Lake Road, in said Town on Monday, November 4, 2019, at 7:00 p.m., to consider the following item:
• Vacation of a Drainage & Utility Easement described as follows:
That part of the 30 foot wide permanent utility easement originally described in Document Number 2458204 described as follows:
Commencing at the northwest corner of Lot 4, Block 1, Microvena Addition, Ramsey County, Minnesota; thence North 89 degrees 25 minutes 15 seconds East, assumed bearing along the north line of said Lot 4, a distance of 398.89 feet; thence South 42 degrees 12 minutes 30 seconds West, a distance of 51.90 feet; thence southwesterly 27.97 feet along a tangential curve concave to the southeast having a radius of 374.05 feet and a central angle of 04 degrees 17 minutes 06 seconds to the point of beginning of the easement to be vacated; thence continuing southwesterly 129.63 feet along the previously described curve concave to the southeast having a radius of 374.05 feet and a central angle of 19 degrees 51 minutes 19 seconds; thence South 18 degrees 04 minutes 05 seconds West, a distance of 69.63 feet; thence South 79 degrees 33 minutes 21 seconds East, a distance of 30.27 feet; thence North 18 degrees 04 minutes 05 seconds East, a distance of 65.62 feet; thence northeasterly 116.68 feet along a tangential curve concave to the southeast having a radius of 344.05 feet and a central angle of 19 degrees 25 minutes 54 seconds; thence North 47 degrees 13 minutes 55 seconds West, a distance of 30.12 feet to the point of beginning,
and to pass upon objections and recommendations, if any, and to conduct any and all business incident hereto.
Given under my hand this 7th day of October, 2019.
BY ORDER OF THE TOWN BOARD OF SUPERVISORS
PATRICK CHRISTOPHERSON, Clerk-Treasurer
Published two times in the White Bear Press on October 16 and 23, 2019.

STATE OF MINNESOTA)

) ss.

Certificate of Posting

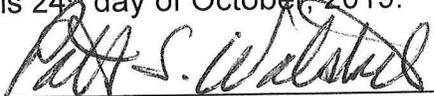
COUNTY OF RAMSEY)

PATRICK CHRISTOPHERSON, being first duly sworn, deposes and says: that he is the duly qualified and acting Clerk of the Town of White Bear, Ramsey County, Minnesota; that on the 24th day of October, 2019, he posted the attached Notice in five (5) conspicuous places in the Town of White Bear, Minnesota; and that said Notice remained so posted for a period of at least two (2) weeks and until after November 4, 2019.

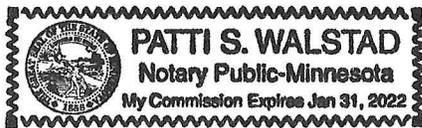


PATRICK CHRISTOPHERSON, Clerk-Treasurer

Subscribed and sworn to before me
this 24th day of October, 2019.



Notary Public Ramsey Cty., Minn.



EXTRACT OF MINUTES OF A MEETING OF THE TOWN
BOARD OF THE TOWN OF WHITE BEAR, MINNESOTA,
HELD ON NOVEMBER 4, 2019

Pursuant to due call and notice thereof, a Regular meeting of the Town Board of the Town of White Bear, Minnesota, was duly held at Heritage Hall in said Town on November 4, 2019, at 7:00 p.m.

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

The Chair called to order the Hearing to Vacate a Drainage & Utility Easement and the Clerk presented an Affidavit showing publication of the Notice of Hearing to Vacate a Drainage & Utility Easement in the Town of White Bear, Ramsey County, Minnesota, in the official newspaper of the Town, and an Affidavit of Posting, all in accordance with a Resolution adopted October 7, 2019, which Affidavits were examined, found satisfactory and ordered placed on file.

Supervisor Ruzek introduced the following Resolution and moved its adoption:

**RESOLUTION ORDERING VACATION OF A
DRAINAGE & UTILITY EASEMENT**

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

WHEREAS, the Town Board of Supervisors moved to vacate that certain drainage & utility easement;

AND WHEREAS, the hearing on said motion was preceded by two weeks published and posted notice;

AND WHEREAS, there was no appearance in opposition to said motion;

AND WHEREAS, it appears for the interest of the public that said drainage & utility easement be vacated;

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

That the drainage & utility easement in the Town of White Bear, described as follows:

That part of the 30 foot wide permanent utility easement originally described in Document Number 2458204 described as follows:

Commencing at the northwest corner of Lot 4, Block 1, Microvena Addition, Ramsey County, Minnesota; thence North 89 degrees 25 minutes 15 seconds East, assumed bearing along the north line of said Lot 4, a distance of 398.89 feet; thence South 42 degrees 12 minutes 30 seconds West, a distance of 51.90 feet; thence southwesterly 27.97 feet along a tangential curve concave to the southeast having a radius of 374.05 feet and a central angle of 04 degrees 17 minutes 06 seconds to the point of beginning of the easement to be vacated; thence continuing southwesterly 129.63 feet along the previously described curve concave to the southeast having a radius of 374.05 feet and a central angle of 19 degrees 51 minutes 19 seconds; thence South 18 degrees 04 minutes 05 seconds West, a distance of 69.63 feet; thence South 79 degrees 33 minutes 21 seconds East, a distance of 30.27 feet; thence North 18 degrees 04 minutes 05 seconds East, a distance of 65.62 feet; thence northeasterly 116.68 feet along a tangential curve concave to the southeast having a radius of 344.05 feet and a central angle of 19 degrees 25 minutes 54 seconds; thence North 47 degrees 13 minutes 55 seconds West, a distance of 30.12 feet to the point of beginning,

be and the same is hereby vacated pursuant to Minnesota Statutes, Section 368.01, Subd. 25.

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

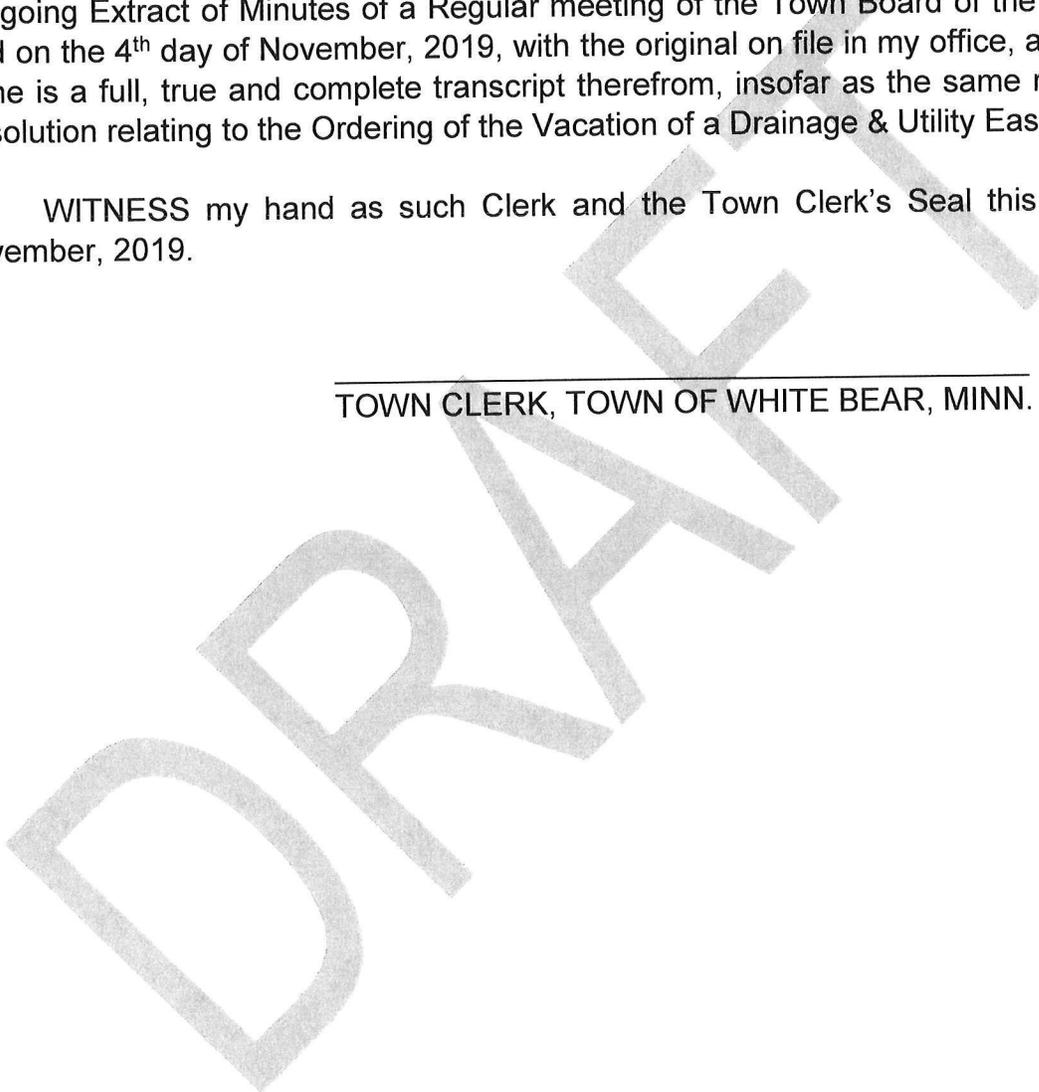
Whereupon said Resolution was declared duly passed and adopted.

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

I, the undersigned, being the duly qualified and acting Clerk of the Town of White Bear, Minnesota, DO HEREBY CERTIFY that I have carefully compared the attached and foregoing Extract of Minutes of a Regular meeting of the Town Board of the said Town held on the 4th day of November, 2019, with the original on file in my office, and that the same is a full, true and complete transcript therefrom, insofar as the same relates to a Resolution relating to the Ordering of the Vacation of a Drainage & Utility Easement.

WITNESS my hand as such Clerk and the Town Clerk's Seal this 4th day of November, 2019.

TOWN CLERK, TOWN OF WHITE BEAR, MINN.



HOLD HARMLESS AND INDEMNIFICATION AGREEMENT

Scannell Properties assumes the risk of all damage, loss, costs and expenses, and agrees to indemnify and hold harmless the TOWN OF WHITE BEAR, its officers, agents, and employees from and against any and all liability, damage, loss, costs and expenses which may accrue to or be sustained by the TOWN OF WHITE BEAR, its officers, agents, or employees on account of any claim, suit or action made or brought against the TOWN OF WHITE BEAR, its officers, agents, or employees, for the death of, injury to persons or destruction of property involving the TOWN OF WHITE BEAR, its employees, agents, representatives, guests, participants, and volunteers, sustained in connection with the grading of the following described Township owned property:

Beginning at the southeast corner of Lot 3, Block 1, MICROVENA ADDITION, Ramsey County, Minnesota; thence North 67 degrees 59 minutes 31 seconds West, assumed bearing along the south line of said Lot 3, a distance of 250.36 feet; thence South 77 degrees 53 minutes 06 seconds East, a distance of 78.88 feet; thence South 81 degrees 36 minutes 10 seconds East, a distance of 14.72 feet; thence South 67 degrees 30 minutes 38 seconds East, a distance of 26.60 feet; thence South 50 degrees 55 minutes 01 seconds East, a distance of 14.40 feet; thence South 64 degrees 17 minutes, 44 seconds East, a distance of 82.26 feet; thence South 61 degrees 04 minutes 35 seconds East, a distance of 35.69 feet to the southeasterly line of said Lot 3; thence South 13 degrees 01 minutes 26 seconds West, a distance of 3.00 feet along said southeasterly line to the point of beginning,

or arising from any cause whatsoever.

SCANNELL PROPERTIES

Dated: _____, 2019.

By: _____
Its _____



**Town Board Meeting
November 4, 2019**

Agenda Number: 8.A – New Business

Subject: Met Council Representative Sue Vento - Presentation

Documentation: None

Action / Motion for Consideration:

Report at Meeting / Discuss

Presentation



**Town Board Meeting
November 4, 2019**

Agenda Number: 8.B – New Business

Town Planner Item:

**Subject: John Aliperto, 1986 Ridgewood Avenue – Request for
Minor Subdivision**

**Documentation: Staff Memo w/ attachments / Minor Subdivision
Application**

Action / Motion for Consideration:

Report at Meeting / Discuss

Based on Planning Commission & Staff Review & Recommendation
Approve the Minor Subdivision of the Property at 1986 Ridgewood
Avenue

**Minutes
Planning Commission Meeting
October 24, 2019**

JOHN ALIPERTO, 1986 RIDGEWOOD AVENUE – REQUEST FOR MINOR SUBDIVISION: The Town Planner introduced this agenda item and gave a brief history of this property prior to Aliperto's ownership. Neighbor Tim Giese owns the abutting property, which extends along the railroad property behind Aliperto's property. Aliperto is purchasing a small part of the Giese property (105' x 63') which is between Aliperto's property and the railroad property. A minor Subdivision is needed for this change in lot lines. Aliperto and Giese were present to discuss this agenda item.

Artner motioned to approve the request for a Minor Subdivision. Kotilinek seconded. Ayes all. This agenda item will be on the Town Board meeting of November 4th's agenda for final approval.

MEMORANDUM

TO: PLANNING COMMISSION
FROM: TOM RIEDESEL
DATE: OCTOBER 16, 2019

SUBJECT: LOT LINE REARRANGEMENT
REQUEST: MINOR SUBDIVISION

LOCATION: 1986 RIDGEWOOD AVENUE
ZONING: R-1
APPLICANTS: JOHN ALIPERTO & TIM GIESE

Mr. Aliperto is requesting approval of a minor subdivision which would allow detachment of the southerly most portion of the abutting Giese property to be added to the Aliperto property. The area to be split abuts the Canadian Pacific Rail corridor. The Giese property abuts St. Anthony Avenue and extends along the railroad property behind the Aliperto property. Mr. Aliperto is purchasing the part of the Giese property which is located between his lot and the railroad property. The dimensions of the proposed lot are approximately 105' x 63'.

The area of the property proposed to be transferred through the subdivision currently has a chain link fence behind the Aliperto home. The Forest Lake sewer interceptor line is located under a portion of the area to be subdivided. A 40' wide easement is located over the lot.

No new buildable lot is being created. Just a simple lot line rearrangement.

TR/psw
cc:admin/add.file
b:aliperto

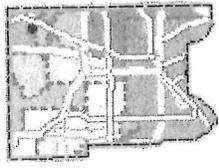


200.0
100.00
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200.00 Feet
NAD_1983_HARN_Adj_MIN_Ramsey_Feet
© Ramsey County Enterprise GIS Division

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION



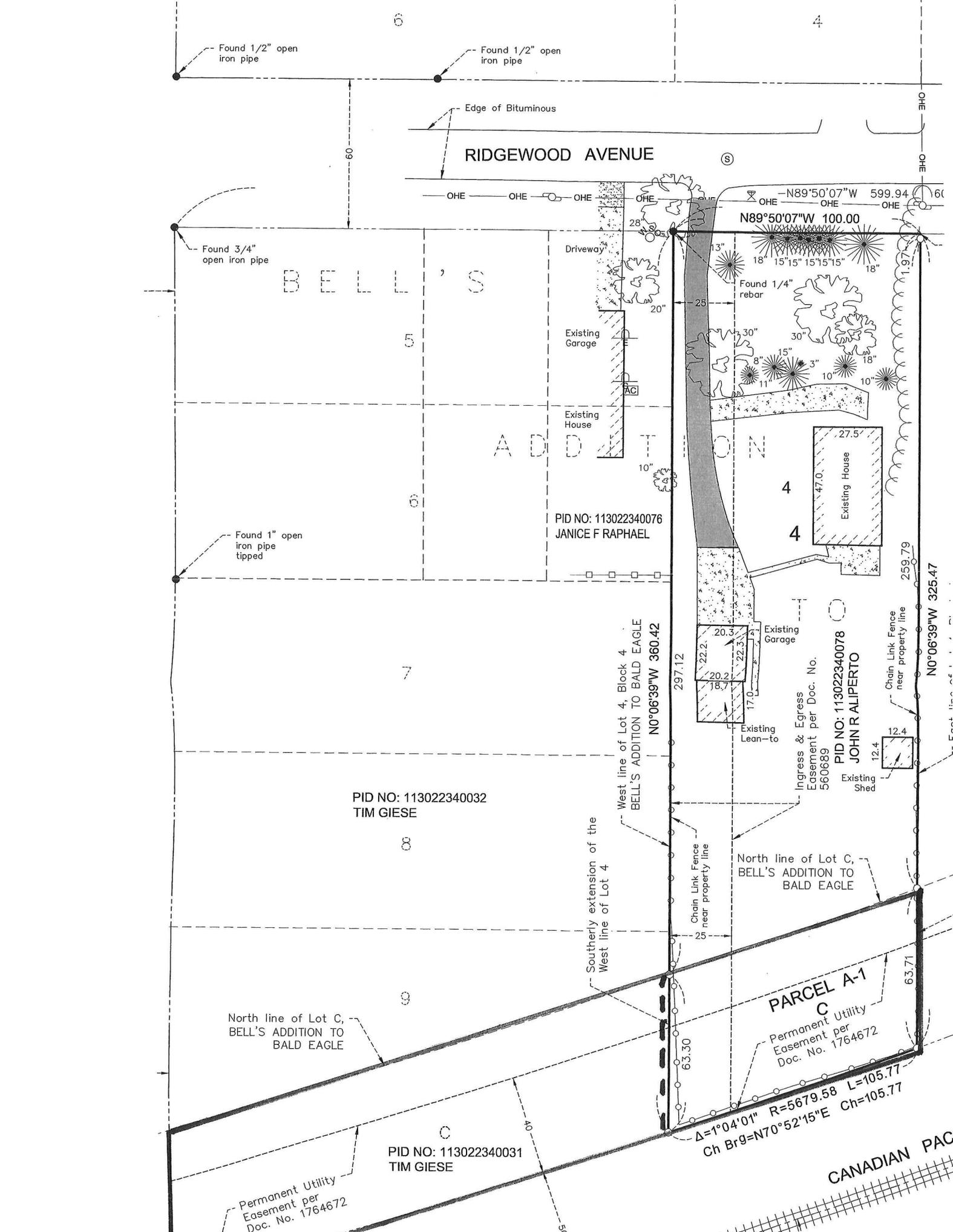
Legend



- City Halls
- Schools
- Hospitals
- Fire Stations
- Police Stations
- Recreational Centers
- Parcel Points
- Parcel Boundaries

Notes

Enter Map Description



RIDGEWOOD AVENUE

BELL'S

ADDITION

PARCEL A-1

CANADIAN PACIFIC

PID NO: 113022340076
JANICE F RAPHAEL

PID NO: 113022340078
JOHN R ALPERTO

PID NO: 113022340032
TIM GIESE

PID NO: 113022340031
TIM GIESE

Permanent Utility Easement per Doc. No. 1764672

Permanent Utility Easement per Doc. No. 1764672

$$\Delta=1^{\circ}04'01'' \quad R=5679.58 \quad L=105.77$$

$$Ch Br9=N70^{\circ}52'15''E \quad Ch=105.77$$

West line of Lot 4, Block 4
BELL'S ADDITION TO BALD EAGLE
N0°06'39"W 360.42

North line of Lot C,
BELL'S ADDITION TO
BALD EAGLE

Southerly extension of the
West line of Lot 4

Ingress & Egress
Easement per Doc. No.
560689

Found 1/2" open iron pipe

Found 1/2" open iron pipe

Found 3/4" open iron pipe

Found 1" open iron pipe tipped

Found 1/4" rebar

Edge of Bituminous

Driveway

Existing Garage

Existing House

Existing House

Existing Garage

Existing Lean-to

Existing Shed

Chain Link Fence near property line

6

4

60

5

6

7

8

9

C

40

50

OHE

N89°50'07"W 599.94

N89°50'07"W 100.00

18' 15'15" 15'15" 15'15" 15'15" 18"

13"

18"

30"

8"

15"

10"

10"

27.5'

47.0'

4

4

259.79

259.79

12.4

12.4

17.0

20.3

22.2

22.3

18.7

20.3

297.12

25

63.30

63.71

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**MINOR SUBDIVISION
APPLICATION FORM**

RECEIVED
OCT 07 2019
TOWN OF WHITE BEAR

INTRODUCTION

A minor subdivision is a division of one parcel into two lots. Neither parcel can be further subdivided. The newly created lot must front on an existing street and cannot require the extension of municipal facilities or any public improvement. Utility connection charges and park dedication fees may apply.

APPLICANT(S) John Aliperto PHONE (Home) _____
(Business) 612-341-5710
(Cell) 651-283-7735

ADDRESS 1986 Ridgewood Ave.

PROPERTY OWNER yes

ADDRESS OF SITE 1986 Ridgewood Ave. ZONING _____

EXISTING USE OF SITE _____

_____ Fee (\$35.00 plus \$150.00 Initial Expense Deposit, Plus All Related Additional Costs Incurred Regarding the Request)

It is the policy of White Bear Township that all identifiable costs associated with a Minor Subdivision within the Township shall be the sole responsibility of the owner of said property. The costs shall include, but are not limited to the following: Township planning review costs (reports, meetings, site review); engineering review costs; legal costs (preparation of hearing notices, legal research, certification costs); publication costs (notice of hearing); reapportionment of assessments (engineers report); mailings and Ownership Reports (ownership/encumbrance).

Prior to the final approval by the Town Board, all Township expenses to date shall be paid by the owner. Subsequent expenses not paid at the time of final approval (due to billings by consultants, etc.) shall be due upon receipt of a billing from the Township.

John Aligerto
Signature of Applicant(s)

10-7-19
Date

<u>To Be Completed By Office:</u>		<u>Check # 6112</u>	
Date Request Received	<u>10/7/19</u>		
By <u>Keran</u> (Staff Member)		\$35.00 Fee + \$150 Deposit Received	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Date Application Complete	_____		

EXISTING PROPERTY DESCRIPTIONS:

Certificate of Title No. 589203 – PID No. 113022340078 – John R. Aliperto

Lot 4, Block 4, Bell's Addition To Bald Eagle

Torrens Property

Conveyance of Forfeited Lands - Doc. No. A04716849 – PID No. 113022340031 – Tim Giese

That part West of the West line of Lot 3, Block 4, extended to railroad on Lot C, Bell's Addition to Bald Eagle, and subject to easement for ingress and egress.

Abstract Property

PROPOSED PARCEL A-1

That part of Lot C, BELL'S ADDITION TO BALD EAGLE, according to the recorded plat thereof, Ramsey County, Minnesota lying between the southerly extensions of the East and West lines of Lot 4, Block 4 said BELL'S ADDITION TO BALD EAGLE.

Abstract Property

PROPOSED RESULTING PROPERTY DESCRIPTION:

Lot 4, Block 4, Bell's Addition To Bald Eagle

Torrens Property, Certificate of Title No. 589203

AND

That part of Lot C, BELL'S ADDITION TO BALD EAGLE, according to the recorded plat thereof, Ramsey County, Minnesota lying between the southerly extensions of the East and West lines of Lot 4, Block 4 said BELL'S ADDITION TO BALD EAGLE.

Abstract Property

PROPOSED RESIDUAL PROPERTY DESCRIPTION:

That part of Lot C, BELL'S ADDITION TO BALD EAGLE, according to the recorded plat thereof, Ramsey County, Minnesota lying westerly of the southerly extension of the West line of Lot 4, Block 4 said BELL'S ADDITION TO BALD EAGLE.

Abstract Property

Certificate of Title

Certificate Number: **589203**

Created by Document Number: **2170465**

Transfer From Certificate Number: **582432**

Originally registered November 1, 1950. Book 331, Page 60, District Court No: 6949

State of Minnesota
County of Ramsey

}

S.S.

REGISTRATION

This is to certify that

John R. Aliperto, whose address is 1986 Ridgewood Avenue, White Bear Lake, Minnesota, 55110
is now the owner of an estate in fee simple

In the following described land situated in the County of Ramsey and State of Minnesota,

Lot 4, Block 4, Bell's Addition To Bald Eagle

Subject to a Mortgage in favor of Twin City Federal Savings and Loan Association, as set forth in the instrument recorded in Book 1033 of Deeds, page 543 of Ramsey County Records.

Subject to the interests shown by the following memorials and to the following rights or encumbrances set forth in Minnesota statutes chapter 508, namely:

1. Liens, claims, or rights arising under the laws of the Constitution of the United States, which the statutes of this state cannot require to appear of record;
2. Any real property tax or special assessment;
3. Any lease for a period not exceeding three years, when there is actual occupation of the premises under the lease;
4. All rights in public highways upon the land;
5. Such right of appeal or right to appear and contest the application as is allowed by law;
6. The rights of any person in possession under deed or contract for deed from the owner of the certificate of title;
7. Any outstanding mechanics lien rights which may exist under sections 514.01 to 514.17.

Memorials				
Document Number	Document Type	Date Received Month Day, Year Time	Amount (\$)	Running in Favor Of
560689	Quit Claim Deed	Aug 17, 1971 9:10 AM		Subject to an easement for ingress and egress purposes over the West 25 feet of above property.
2159870	Mortgage	Dec 20, 2011 10:00 AM	\$153,015.00	Mortgage Electronic Registration Systems, Inc., a Delaware corporation, P.O. Box 2026, City of Flint, State of Michigan

Indexes Verified through **7/31/2019**

IN WITNESS WHEREOF, I have hereunto subscribed my name
and affixed the seal of my office this 12th day of April, 2012.

Mark E Oswald

Registrar of Titles,

In and for the County of Ramsey and State of Minnesota.



**Town Board Meeting
November 4, 2019**

Agenda Number: 8.C – New Business

Public Works Director Item:

Subject: On-Site Generator:
1. Receive Quotes.
2. Approve Purchase & Installation

Documentation: Staff Memo w/attachments

Action / Motion for Consideration:

Report at Meeting / Discuss

Based on Staff Review & Recommendation:

- 1) Receive Quotes
- 2) Approve the Purchase & Installation of the Public Works On-Site Generator – Genset, from Kodiak Power Systems in the Amount of \$47,326.00 with Funding from the Capital Building Fund

MEMORANDUM

Date: 10/15/19

To: Town Board

From: GT Magnuson, Mechanic
Dale Reed, Public Works Director

Re: Purchase and Install of an On-Site Generator for the Public Works Building

The 2019 Capitol Equipment Plan has scheduled for adding an on-site generator for the Administration and Public Works Buildings. The Township's Capital Improvement Plan has \$160,000 budgeted for the addition of the generator to run both facilities in an outage. These generators would allow staff to continue to function during power outages typically associated with severe weather. Each vendor who provided a quote, reviewed both the Public Works and Administration Building sites to see what was more cost effective, using one generator to run both buildings? Alternatively, each building be a standalone application? It was the consensus of the vendors that it would be more cost effective to have a standalone generator for each building due to the additional cost for electrical work, the distance between both buildings and access to existing electrical supply panels.

The specified Public Works generator is a Cummins 60KW Commercial Stand-by Genset. Three quotes were received for the specified generator. The lowest quote was from Kodiak Power Systems for \$47,326.00, next was Midwest Electric and Generator, Inc. at \$49,889.70, and followed by LakeRidge Electric for \$57,000.00. The Town's Capital Building Fund provides the funding.

Action requested is to accept the quotes and approve the purchase and installation of the Public Works On-site Genset for the cost of \$47,326.00 from Kodiak Power Systems with funding from the Capital Building Fund.



Proposal		
From: Kodiak Power Systems Inc. PO Box 10555 White Bear Lake MN Phone: (612)-508-8424 Email- mproulx@kodiakpowersystems.com Web- www.kodiakpowersystems.com	To:	GT Magnuson
	Title:	Lead Mechanic
	Company:	White Bear Township
	Address:	1281 Hammond Road
	City:	White Bear Township MN
	Phone:	651-395-1396
	Email:	GT.Magnusson@whitebeartownship.org
<input checked="" type="checkbox"/> New Equipment <input type="checkbox"/> Used Equipment <input type="checkbox"/> Other Expiry - Dememember 31,2019	Project Name:	Public Works Building & Shop Generator
	Date:	7/30/2019
Description: New generator and switch gear quote for the White Bear Township Public Works Shop. Includes gas installation, electrical installation, concrete pads, start-up, testing and project management. Electrical and Mechanical permits included. Note: Items not listed are assumed to be provided by others. No Bonds of any kind.		

We propose to furnish in accordance with the following specifications terms and conditions

Quantity:	1
Model:	Cummins 60 KW Commercial Stand-by Genset Color-Beige
Rating:	60 KW
Voltage:	208/120 -3 phase
Breaker:	225 amp
Switch Gear:	1- 600 amp Non -Service Entrance- Transfer Switch 208/120 Nema 1-R
Warranty :	Standard 2-Year- * 5-year warranty available.
Installation:	<input checked="" type="checkbox"/> Turn-Key <input type="checkbox"/> By Others
Other:	Battery heater, 1500 watt jacket water heater & 10 amp DC battery charger included.

Generator Price:	\$ 18,748.00
Switch Gear Price:	\$ 5,804.00
Factory Freight:	\$ Included
Dealer Prep:	\$ 300.00
Start-Up:	\$ 600.00
Extended Warranty: *Available 5-year for an additional \$ 948.00	\$
Crane Charges:	\$ 300.00
Project Management:	\$ 1,600.00
Electrical Installation:	\$ 10,744.00
Mechanical Installation:	\$ 7,230.00
System Integrator (SCADA):	\$ na
Concrete Pad:	\$ 2,000.00
Approximate Lead Time: (from date of submittal approval)	9 Weeks
Terms: 50% Down- 40% Upon Delivery- 10% at completion- (15-day Net)	
F.O.B: On a Truck at the Job Site	
<i>Kodiak Power Systems Bid Price</i>	\$ 47,326.00
<i>Accepted By:</i>	
<i>Its:</i>	Date: / / 20__

- ***This Proposal subject to all provisions of the contract and warranty on the reverse side.***

- *Please refer to the attached Bill of Material (Items not listed are assumed to be provided by others)*



Midwest Electric and Generator, Inc
 10215 Twin Lakes Road NW
 Elk River, MN 55330
 612-284-1550
 www.MidwestGenerators.com

Estimate 2791665
 Job 2696826
 Estimate Date 9/15/2019
 Customer PO

Billing Address
 White Bear Township
 1281 Hammond Road
 White Bear Township, MN 55110 USA

Job Address
 White Bear Township Public
 Works
 1281 Hammond Road
 White Bear Township, MN
 55110 USA

Estimate Details

Cummins Automatic Generator System : Install automatic generator system on the east side of the building. Cut out tar and install new concrete pad. Install feeder to the building and up over roof trusses, to electrical switchgear location. Install automatic transfer switch next to existing service disconnect. Install feeders from CT, through automatic transfer switch, and re-feed existing electrical equipment.

Task #	Description	Quantity
T40412	<p>1-60kW Cummins Power Systems automatic standby generator 3-Phase - 120/208V Low Speed 1-600A SER interior rated transfer switch, - 3 Phase 2-Year ltd warranty</p> <p>Generator system to be pad mounted on the east side of the building</p> <p>Transfer switch mounted next to existing electrical switchgear on the interior of electrical switchgear area</p> <p>1-Poured on site 1-Set generator on site 1-Crane work for setting of generator 1-Provide 26RJT generator battery 1-Provide battery heater thermostat 1-Coolant circulator, with thermostat</p> <p>1-Electrical permit 1-Electrical review 1-Mechanical permit 1-Mechanical review</p> <p>1-Complete electrical work, branch circuits and generator feeders Configure all grounds and neutrals as required by code. Including reconfigured of grounds and neutrals, and extend bonding system per service disconnect locations. Install surface mounted conduit from generator location to transfer switch locations. including wiring tap box as required. Wire all control work for communication, and also charging circuit and cold weather circuit</p> <p>1-Gas work for generator system, including tap from existing high pressure natural gas system located within 30' of new generator location. Install gas line surface mounted to final generator location. To include shut off, regulators, anti-vibration line, and sediment tee</p> <p>1-Factory required testing, generator registration, dealer check out, and customer training</p>	1.00

OPTION #1 ADD \$650.00
Provide 2-hour load bank testing for the generator system

OPTION #2 ADD \$585.90
Remote generator monitor, text/email notification, up to 8 contacts. Include monitoring at Midwest facility. Includes 1st-year subscription

OPTION #3 ADD \$4,277.00
Upgrade to 5-year comprehensive warranty, from standard 2 year

** Upgraded sound enclosures are available **

Notes:

Downpayment required without a credit account

Offloading and rigging by Midwest
Installation Included
Start-up and Testing Service is included
Load Bank testing is not included
Permits are included

Installation based on normal business hours, Monday - Friday 7:00 am to 5:00 pm.
After hours installation requests to be additional charges

Power company fees for any disconnects, reconnects, transformers, vaults, primary work, or other, are not included in this proposal and are to be billed directly from the power provider to the owner

Midwest does not provide structural engineering, roof consulting, or architectural services, and this proposal and Contract shall not be construed as contracting to provide any such professional services. Contractor assumes no responsibility for design, structural adequacy, or compliance of the structure with building codes. If design services are required, Midwest shall not be responsible for the results of such services, whether or not such services are provided in relation to this. If structural engineering is required, fees to be paid by others, and are additional to this proposal

: No retainage without written pre-accepted agreement
: Startup will not be completed without 100% payment
: A 3% surcharge will be added to all credit card payments

PRICES : Valid for 30 days from date of this proposal

TAXES : Sales Taxes are NOT included, and will be billed without a tax-exempt certificate

F.O.B.Shipping : Ownership of goods passes to buyer at the time the goods cross the shipping point. Pre-paid freight to jobsite is included.

CANCELLATION : Shall be subject to applicable fees but not less than 50% of the purchase price.

DELIVERY : Expected to be 8-10 weeks after receipt of order and approved submittals. Factory will confirm delivery at the time of order. Storage fees of 4% per month will be assessed to the buyer starting 10 days after the scheduled ship date.

INDEMNIFICATION : Signee is obligated for any and all costs of collection, and associated fees.

PROPRIETARY : This Quote/Bill of Material is proprietary to Midwest Electric and Generator
Reproduction or sharing of this Quote/Bill of Material is strictly prohibited.

Sub-Total \$49,889.70

Tax	\$0.00
Total	\$49,889.70
Est. Financing	\$748.35

Thank you for choosing Midwest Electric and Generator, Inc

Please do not hesitate to reach out to us with questions or to book services.

We work hard to offer you Best-In-Class for your project, and can also offer some attractive financing options including 18 months interest free, or fixed 5.99%.

Our technicians are competent, licensed, and highly skilled in their profession, and will leave you confident in your decision.

Midwest Electric and Generator is the only Power Pro Premier Dealer in the 5 state area, a designation meaning we meet the most stringent set of requirements ensuring customers receive an outstanding sales and service experience when purchasing. We employ expert staff, including electricians, plumbers, mechanics, and project managers, consistently receiving high reviews from our customer base.

Thank you again for the opportunity to earn your business.

All projects are subject to Midwest Electric and Generator, Inc Terms and Conditions

Midwest Electric and Generator, Inc

Terms & Conditions

All quotes are good for 30 days.

If you contract Midwest Electric and Generator, Inc. to complete work for you, the following terms and conditions will apply to the sale.

PAYMENT TERMS

The entire invoice is due upon completion of described work, or alternatively the remainder of a contract, minus any down-payments that may have been previously applied. Any payment not received within 10 days from completion of work is subject to interest at the highest amount lawfully allowed by contract in the State of Minnesota until paid. This rate is currently 18% APR. If applicable, sales tax is included in the price, unless otherwise noted. If Midwest Electric and Generator, Inc. commences litigation or employs attorneys to collect payment for any amount due it from Customer, Customer agrees to pay reasonable costs and attorney's fees which may be due. If Customer's check does not clear, Customer may be liable for more than the check amount, plus the face value of the check and court costs. A minimum of \$37.00 will be imposed on all returned checks. All parts will be removed from the Customer's premises and discarded unless specified herein.

COLLECTION COSTS

Customer agrees that they shall pay all expenses incurred by Midwest Electric and Generator, Inc. for the collection of any delinquent accounts including, but not limited to: All attorney's fees, filing fees and costs. Any and all disputes arising out of this sale shall be interpreted under the laws of the the State of Minnesota. Customer agrees to pay collection fees, reasonable attorney's fees and court costs in the event of legal action. A monthly service charge of 1 ½% will be added after 10 days.

WARRANTIES AND LIMITATIONS ON WARRANTIES

Standard warranty is 1 year on labor and parts supplied by Midwest Electric and Generator, Inc.. Midwest Electric and Generator, Inc. warrants that all work performed, and parts, and equipment which were installed in the servicing of the electrical or generator unit(s) were completed in a workmanlike manner and that said work shall be free from defects in materials and workmanship for a period 365 days from date said work was performed or manufacturer's warranties (except for the exclusions listed below). Midwest Electric and Generator, Inc's obligation for defective products and/or workmanship or any damage caused thereby, and Customer's exclusive remedy, shall be limited, at Midwest Electric and Generator, Inc's option, to the replacement of any defective parts or workmanship or the refund of amounts paid by Customer for said service. Midwest Electric and Generator, Inc must receiving actual written noticed of said defect within the 365 day period noted herein. Notice may be sent to 10215 Twin Lakes Road NW, Elk River, MN 55330

Items disclosed on invoice & declined by Customer or Customer supplied equipment may be excluded. These exclusions may have limited or no warranty if parts or equipment have been replaced or repaired by Midwest Electric and Generator, Inc. and have not been worked on by anyone else during warranty period. Warranty period may be different if noted herein. (Warranty excludes stop-pages and customer supplied items). All warranty issues must be allowed to be inspected and approved by Midwest Electric and Generator, Inc

before any repair is made or warranty is voided. Warranty is not transferable. Not liable for damage caused by weather, or normal maintenance items that have not been completed as required, or manufacturer defects.

WARRANTY EXCLUSIONS

THE FOREGOING WARRANTIES ARE EXCLUSIVE AND IN LIEU OF ALL OTHER EXPRESSED OR IMPLIED WARRANTIES (EXCEPT OF TITLE) FROM MIDWEST ELECTRIC AND GENERATOR, INC INCLUDING , BUT NOT LIMITED TO, IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. MIDWEST ELECTRIC AND GENERATOR, INC SHALL NOT BE SUBJECT TO AND DISCLAIMS (1) ANY OTHER OBLIGATION OR LIABILITIES ARISING OUT OF BREACH OF CONTRACT OR OF WARRANTY; (2) ANY OBLIGATIONS WHATSOEVER ARISING FROM TORT CLAIMS INCLUDING NEGLIGENCE AND STRICT LIABILITY OR ARISING UNDER THEORIES OF LAW WITH RESPECT TO PRODUCTS SOLD OR SERVICES RENDERED BY MIDWEST ELECTRIC AND GENERATOR, INC OR ANY UNDERTAKING, ACTS OR OMISSIONS RELATED THERETO; AND (3) ALL CONSEQUENTIAL, INCIDENTAL AND CONTINGENT DAMAGES WHATSOEVER.

RESTRICTION OF THE PERIOD LIMITATION OF ACTION

Any legal action relating to this Agreement or breach thereof shall be commenced within one (1) year from the date of the work. Consumer shall be deemed to have accepted all delivered goods which he has not rejected within two (2) years of receipt.

ALTERATIONS

Any alterations, additions, adjustments or repairs made by others, unless authorized or agreed upon by Midwest Electric and Generator, Inc, will be cause to terminate Midwest Electric and Generator, Inc's obligation under the contract.

EXCLUSION OF COURSE OF DEALING

It is agreed that no prior course of dealing or usage of trade not expressly set forth in this contract shall be admissible to explain, modify, or contradict this contract in any way. All warranty work will be performed during normal business hours. Any Customer requiring warranty work not performed during regular business hours will be charged a service charge.

Note: Any alterations or deviations from the above specifications involving extra costs will be executed only upon written consent by customer and will become an extra charge over and above the estimate. All agreements, contingent upon strikes, accidents or delays are beyond our control.

MINNESOTA PRE-LIEN NOTICE:

"(a) Any person or company supplying labor or materials for this improvement to your property may file a lien against your property if that person or company is not paid for the contributions.

(b) Under Minnesota law, you have the right to pay persons who supplied labor or materials for this improvement directly and deduct this amount from our contract price, or withhold the amounts due them from us until 120 days after completion of the improvement unless we give you a lien waiver signed by persons who supplied any labor or material for the improvement and who gave you timely notice."



17002-260th Street
Lindstrom, MN 55045

Tel: 651-257-7226
Fax: 651-257-6317

9/30/2019 Revised

White Bear Township
1281 Hammond Road
White Bear Township, MN 55110
Attn: GT Magnuson

Re: Standby Generators

Dear GT:

Lakeridge Electric, LLC proposes to furnish and install the standby generators complete for the above referenced projects.

Administration Building: **Amount Proposed: \$30,000.00**

35kw standby natural gas generator.

Steel enclosure.

Cold weather kit.

Automatic transfer switch.

(Note: Existing gas meter is currently sized for 425 CFH, this will need to be reviewed with utility company and possibly upsized)

Public Works Building: **Amount Proposed: \$49,000.00**

60kw standby natural gas generator.

Steel enclosure.

Cold weather kit.

Automatic transfer switch.

Total Amount Proposed: \$79,000.00

Alternate:

35kw cummins Add: \$6,000.00

60kw cummins Add: \$8,000.00

Qualifications

- Our proposal includes sales tax and permit.
- Our proposal includes delivery and hoisting.
- Our proposal includes concrete pads.
- Our proposal includes gas piping.
- Our proposal includes testing and training.
- Our proposal includes 24 month limited warranty.

Please feel free to contact us with any questions or comments you may have concerning this proposal. Thank you for considering Lakeridge Electric, LLC for this project.

Respectfully Submitted,

Justin Carlson
Lakeridge Electric, LLC
Email: jcarlson@lakeridgeelectric.com
O 651-257-7226
C 651-605-5515



**Town Board Meeting
November 4, 2019**

Agenda Number: 8.D – New Business

Town Engineer Item:

Subject: Improvement 2020-1 – Street Improvements:
1. Receive Feasibility Report
2. Call Public Hearing
3. Authorize Preparation of Plans & Specifications

Documentation: Town Engineer Correspondence /
Feasibility Report Sent Separately / Resolutions

Action / Motion for Consideration:

Report at Meeting / Discuss

Based on Town Engineer Review & Recommendation:

- 1) **Adopt Resolution Receiving Report on a Street Improvement**
Ruzek – Moves McCune – Second

- 2) **Adopt Resolution Calling Hearing on Improvement 2020-1**
Ruzek – Moves McCune – Second

- 3) **Adopt Resolution Ordering Preparation of Plans & Specifications** in an Amount Not to Exceed \$195,000.00 With Funding from the Capital Improvement Fund
Ruzek – Moves McCune - Second



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

October 30, 2019

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

Re: 2020 Street Improvements
White Bear Township, Minnesota

Dear Board Members:

On August 21, 2019 the White Bear Township Board commissioned the Feasibility Report for 2020 Street Improvements. The report is now complete and provides details regarding the street improvements including: existing conditions, proposed improvements, public input, project costs, project funding, assessments, schedule, and recommendations.

Based on the Feasibility Report the SE Area Phase I project is recommended for improvement in 2020. Streets proposed include:

- Lakewood Avenue (Co. Rd F East to South Shore Blvd)
- Ralph Street
- Arbor Drive
- Hillaire Road
- Summit Lane
- Forest Court
- Glen Oaks Avenue
- Homewood Avenue (Arbor Drive to South Shore Blvd)

The feasibility study for the area recommends a reconstruction project which includes construction of concrete curb and gutter and storm sewer.

Recommendations:

1. Accept the Feasibility Report for 2020 Street Improvements
2. Call for a Public Hearing for the 2020 Street Improvements (Proposed for December 16th, 2019)
3. Authorize preparation of plans and specifications and TKDA to prepare the plans and specifications for a not to exceed cost of \$195,000.

Accepting the Feasibility Report does not obligate the Board to determine project assessments or funding. Future approvals would be needed after the Public Hearing has been held.

Sincerely,

White Bear Township
October 30, 2020
Page 2

Larry Poppler, PE
Town Engineer



EXTRACT OF MINUTES OF A MEETING OF THE TOWN
BOARD OF THE TOWN OF WHITE BEAR, MINNESOTA,
HELD ON NOVEMBER 4, 2019

Pursuant to due call and notice thereof, a Regular meeting of the Town Board of the Town of White Bear, Minnesota, was duly held at Heritage Hall in said Town on November 4, 2019 at 7:00 p.m.

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

Supervisor Ruzek introduced the following Resolution and moved its adoption:

**RESOLUTION RECEIVING REPORT
ON A STREET IMPROVEMENT**

WHEREAS, pursuant to a Resolution of the Town Board adopted August 21, 2019, a report has been prepared by TKDA, consulting engineers for the Town of White Bear, with reference to the street improvements including bituminous paving, concrete curb and gutter, storm drainage and other appurtenances thereto within the following southeast area of the Township including: Homewood Avenue, Arbor Drive, Lakewood Avenue, Glen Oaks Avenue, Forest Court, Summit Lane, Hillaire Road and Ralph Street in Ramsey County, Minnesota,

AND WHEREAS, the report provides information regarding whether the proposed project is necessary, cost-effective, and feasible.

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

That the report heretofore prepared by TKDA is hereby received by the Town Board.

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

Whereupon said Resolution was declared duly passed and adopted.

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

I, the undersigned, being the duly qualified and acting Clerk of the Town of White Bear, Minnesota, DO HEREBY CERTIFY, that I have carefully compared the attached and foregoing Extract of Minutes of a Regular meeting of the Town Board of the said Town held on the 4th day of November, 2019, with the original on file in my office, and that the same is a full, true, and complete transcript therefrom, insofar as the same relates to a Resolution relating to a street improvement project.

WITNESS my hand as such Clerk and the Town Clerk's Seal this 4th day of November, 2019.

TOWN CLERK, TOWN OF WHITE BEAR, MINN.

EXTRACT OF MINUTES OF A MEETING OF THE TOWN
BOARD OF THE TOWN OF WHITE BEAR, MINNESOTA,
HELD ON NOVEMBER 4, 2019

Pursuant to due call and notice thereof, a Regular Meeting of the Town Board of the Town of White Bear, Minnesota, was duly held at Heritage Hall in said Town on November 4, 2019 at 7:00 p.m.

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

Supervisor Ruzek introduced the following Resolution and moved its adoption:

**RESOLUTION CALLING HEARING ON
IMPROVEMENT 2020-1**

WHEREAS, pursuant to a Resolution adopted November 4, 2019, a report has been received by the Town Board from TKDA with reference to the street improvements including bituminous paving, concrete curb and gutter, storm drainage, and other appurtenances thereto, within the following southeast area of the Township including: Homewood Avenue, Arbor Drive, Lakewood Avenue, Glen Oaks Avenue, Forest Court, Summit Lane, Hillaire Road and Ralph Street in Ramsey County, Minnesota, estimating the cost of the improvement to be \$3,051,387.00,

AND WHEREAS, Minnesota Statutes provide that no such improvement shall be made until the Board shall have held a public hearing on such improvement following two publications in the official newspaper of a notice stating the time and place of the hearing, the general nature of the improvement, the estimated cost thereof, and the area proposed to be assessed, which notice shall also be mailed to the owner of each parcel within the area proposed to be assessed not less than ten days before the hearing,

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

1. Said improvement is hereby designated Improvement 2020-1.
2. A Public Hearing will be held in the Town of White Bear at Heritage Hall, 4200 Otter Lake Road, on Monday, December 16, 2019 at 7:00 p.m.

3. The nature of the improvement, the estimated cost thereof, and the area proposed to be assessed therefore are described in the form of Notice of Hearing hereinafter set forth.

4. The notice of said Public Hearing shall be in substantially the following form:



NOTICE OF PUBLIC HEARING ON PROPOSED IMPROVEMENT

Notice is hereby given that the Town Board of the Town of White Bear, Minnesota, will meet at Heritage Hall, 4200 Otter Lake Road, in the Town of White Bear, Minnesota, on Monday, December 16, 2019, at 7:00 p.m., to consider the improvement. A reasonable estimate of the impact of the assessment will be available at the hearing.

The general nature of the improvement is set forth as follows: Street improvements including bituminous paving, concrete curb and gutter, storm drainage and other appurtenances thereto, within the following southeast area of the Township including: Homewood Avenue, Arbor Drive, Lakewood Avenue, Glen Oaks Avenue, Forest Court, Summit Lane, Hillaire Road and Ralph Street in Ramsey County, Minnesota.

The estimated cost of the improvement is \$3,051,387.00.

The Board proposed to proceed under authority granted under Minnesota Statutes, Chapter 429.

All persons desiring to be heard with reference to the proposed improvement will be heard at this meeting.

Dated: November 4, 2019.

BY ORDER OF THE TOWN BOARD OF SUPERVISORS

PATRICK CHRISTOPHERSON, Clerk-Treasurer

5. The Town Clerk is authorized and directed to cause notices of said hearing to be given two publications in the official newspaper, which publications shall be one week apart, and at least three days shall lapse between the last publication and hearing.

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

Whereupon said Resolution was declared duly passed and adopted.

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

I, the undersigned, being the duly qualified and acting Clerk of the Town of White Bear, Minnesota, DO HEREBY CERTIFY, that I have carefully compared the attached and foregoing Extract of Minutes of a Special meeting of the Town Board of the Town held on the 4th day November, 2019, with the original on file in my office, and that the same is a full, true and complete transcript therefrom, insofar as the same relates to a Resolution relating to Improvement 2020-1.

WITNESS my hand as such Clerk and the Town Clerk's Seal this 4th day of November, 2019.

TOWN CLERK, TOWN OF WHITE BEAR, MINN.

EXTRACT OF MINUTES OF A MEETING OF THE TOWN
BOARD OF THE TOWN OF WHITE BEAR, MINNESOTA,
HELD ON NOVEMBER 4, 2019

Pursuant to due call and notice thereof, a Regular meeting of the Town Board of the Town of White Bear, Minnesota, was duly held at Heritage Hall in said Town on November 4, 2019, at 7:00 p.m.

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

Supervisor Ruzek introduced the following Resolution and moved its adoption:

**RESOLUTION ORDERING PREPARATION OF
PLANS AND SPECIFICATIONS FOR
IMPROVEMENT 2020-1**

WHEREAS, pursuant to a Resolution of the Town Board adopted November 4, 2019, a report was received by the Town Board with reference to the street improvements including bituminous paving, concrete curb and gutter, storm drainage, and other appurtenances thereto within the following streets: Homewood Avenue, Arbor Drive, Lakewood Avenue, Glen Oaks Avenue, Forest Court, Summit Lane, Hillaire Road and Ralph Street, all in Ramsey County, Minnesota,

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

TKDA is hereby designated as the engineers for this improvement. They shall prepare plans and specifications for the making of such improvement.

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

Whereupon said Resolution was declared duly passed and adopted.

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

I, the undersigned, being the duly qualified and acting Clerk of the Town of White Bear, Minnesota, DO HEREBY CERTIFY, that I have carefully compared the attached and foregoing Extract of Minutes of a Special meeting of the Town Board of the said Town held on the 4th day of November, 2019, with the original on file in my office, and that the same is a full, true, and complete transcript therefrom, insofar as the same relates to a Resolution relating to Improvement 2020-1.

WITNESS my hand as such Clerk and the Town Clerk's Seal this 4th day of November, 2019.

TOWN CLERK, TOWN OF WHITE BEAR, MINN.



**Town Board Meeting
November 4, 2019**

Agenda Number: 8.E – General Business

Subject: Municipal Service Contract – City of Gem Lake

Documentation: Agreement

Action / Motion for Consideration:

Report at Meeting / Discuss

Approve the Municipal Service Contract with the City of Gem Lake

MUNICIPAL SERVICES AGREEMENT

THIS AGREEMENT is made and entered into between the TOWN OF WHITE BEAR (the TOWN), a political subdivision under the laws of the State of Minnesota, and the CITY OF GEM LAKE (the CITY), a Minnesota municipal corporation.

WHEREAS, the CITY is in need of personnel to provide municipal services to its residents, AND WHEREAS, the TOWN is able to perform such municipal services at an hourly rate, NOW, THEREFORE, for good and valuable consideration the parties agree as follows:

That the TOWN shall provide the following staff to perform such municipal services at the direction of the CITY ~~at the following rates~~ at a rate of \$100 per hour:

Building Inspector

Administrative Secretary

City Treasurer (Finance Officer)

Accounting Clerk/Administrative Secretary

Clerk (City Clerk)

Public Works Maintenance Worker (Seasonal and/or Regular & after hours)

Equipment Used to Perform Services

The charges to the CITY shall be itemized with specific reference to the type of work performed.

~~The TOWN shall only charge the rate assigned to the specific category. In the event an individual with a higher rate has to perform the services, the TOWN shall advise the CITY with respect to the necessity of using the higher rate of that individual.~~

The TOWN and the CITY shall indemnify and hold each other harmless for any loss or liability arising from performing services under this Agreement.

At all times during the term, including any renewal term, the TOWN shall keep in full force and effect a policy or policies of liability insurance with respect to the personnel and services described in this Agreement, with companies licensed to do business in the State of Minnesota. The TOWN shall name the CITY as an additional named insured and shall provide adequate coverage under reasonable limits of liability of not less than the statutory limits for municipalities. The TOWN agrees to hold the CITY harmless and agrees to defend and indemnify the CITY for any claims related to its responsibilities under this Agreement.

At all times during the term, including any renewal term, the CITY shall keep in full force and effect a policy or policies of liability insurance with respect to the use of and reliance upon CITY documents and materials by TOWN employees in the provisions of services described in this Agreement, with companies licensed to do business in the State of Minnesota. The CITY shall

name the TOWN as an additional named insured and shall provide adequate coverage under reasonable limits of liability of not less than the statutory limits for municipalities. The CITY agrees to hold the TOWN harmless and agrees to defend and indemnify the TOWN for any claims related to the use of or reliance upon CITY documents and materials by employees of the TOWN performing duties pursuant to this Agreement.

The Municipal Services Agreement shall be renewed on a per annum basis, and the TOWN shall provide the CITY in September the estimated prevailing hourly rate of the individuals that will service this Agreement. The CITY, before approving the Agreement, shall have a set hourly rate from the TOWN.

The TOWN or the CITY may terminate this Agreement with or without cause upon sixty (60) days written notice as follows :

To the TOWN:

Town of White Bear Clerk-Treasurer
1281 Hammond Road
White Bear Township MN 55110

To the CITY :

City of Gem Lake Mayor
4200 Otter Lake Road
White Bear Township MN 55110

IN WITNESS WHEREOF , the Town of White Bear and the City of Gem Lake have caused this Agreement to be executed on their behalf by their proper officers, Board and Council.

TOWN OF WHITE BEAR

By: _____

Its Town Board Chair

Dated:-----, 2019 .

ATTEST:

By: _____

Its Town Clerk



**Town Board Meeting
November 4, 2019**

Agenda Number: 8.F – General Business

Subject: Probationary Period – Nancy Renard, Accounting Clerk/Administrative Secretary

Documentation: Finance Officer Memo

Action / Motion for Consideration:

Report at Meeting / Discuss

Based on Finance Officer Review & Recommendation Approve Nancy Renard to Regular Full-Time Accounting Clerk/Administrative Secretary

Consideration of Approving Nancy Renard to Regular Full-Time. (TK)

A. REFERENCE AND BACKGROUND:

The Town's personnel policies require newly hired employees to serve a six (6) month probationary period. Nancy Renard was hired and started working for the Town on May 1, 2019 as the Town's new accounting clerk/administrative secretary. The duties of this position include;

Process purchase orders/invoices and prepares for bi-weekly accounts payable for the Township and monthly for the City of gem Lake.

Responds to customers' inquiries on billing and other utility questions.

Processes utility bill payments through mail or in person with either cash, check or credit card.

Setup and process ACH transactions for utility customers wishing to pay in that manner.

Provide assistance with notices to customers regarding delinquencies and certification process.

Provide utility information to consumers and other departments upon request.

Greet customers, visitors, contractors, and others at the front counter in conjunction with the administrative secretary.

Answer telephones, provide assistance or information, route calls as necessary, and provide answers to common questions related to all department activity in conjunction with the administrative secretary.

Provide backup duties for the positions of Finance Analyst and Administrative Secretary job functions

Maintains and updates property divisions and assessment payment updates.

Performs other duties as apparent or assigned.

Nancy has been a quick learner and she has been performing the essential job functions at or above expectations. Having her in this position has allowed the Town to strengthen some of our internal controls in the finance area to reduce the possibilities of mismanagement of Town funds. She has provided friendly, quick, and efficient customer service. She has been a good fit with the other office staff.

Based on Nancy's performance, the way she works with other staff and customers it would be my recommendation to move Nancy from a probationary employee status to regular full-time status.

- A1. **Budget Impact:** The changing from a probationary employee to a regular full-time employee does come with a step increase in pay from \$24.90 per hour to \$25.90 per hour.
- A2. **Staff Workload Impact:** The workload impact would be that Nancy continues to perform the job duties of the accounting clerk/administrative secretary position.

B. ALTERNATIVE ACTIONS:

- 1. Approve Nancy Renard to regular full-time accounting clerk/administrative secretary.
- 2. Extend the probationary period of Nancy Renard.
- 3. Do not approve Nancy Renard to regular full-time accounting clerk/administrative secretary.

C. STAFF RECOMMENDATION:

- 1. Staff recommends alternative #1 for the approval of Nancy Renard to regular full-time accounting clerk/administrative secretary.

D. SUPPORTING DATA:

None.



**Town Board Meeting
November 4, 2019**

Agenda Number: 8.G – General Business

Subject: Electrical Inspection Services RFP - Approve

Documentation: Electrical RFP

Action / Motion for Consideration:

Report at Meeting / Discuss

Approve the Request for Proposal for Electrical Inspection Services



WHITE BEAR TOWNSHIP
1281 Hammond Road
White Bear Township, MN 55110
Phone: 651.747.2750
Fax: 651.426.2258
www.ci.whitetownship.org

Request For Proposal For Electrical Inspection Services

I-1 – Purpose:

The purpose of this Request for Proposal (RFP) is to solicit proposals from qualified electrical inspectors to perform all necessary residential and commercial electrical inspections in accordance with the 2017 NEC as adopted by the Minnesota State Building Code in White Bear Township.

II – Scope of Work:

The selected inspector will be required to perform on-site inspections throughout White Bear Township in relation to each permit.

The selected inspector shall insure that all work performed under such permit is in compliance with the 2017 NEC and the Minnesota State Building Code.

Compensation and additional terms to be specified more fully in an agreement to be negotiated after selection. The contract will include, but is not limited to:

- State Electrical Permit forms shall be utilized
- Electrical inspector shall maintain their own schedule
- Electrical inspector shall be available for White Bear Township residents questions on a daily basis
- Worker's compensation Insurance as required by Minnesota Law
- Electrical inspector's errors and omissions and general liability insurance policies with limits of \$1,000,000 each negligent act, error or omission and \$2,000,000 aggregate

Proposal Deadline:

The Township will receive sealed bids for landscaping design services until 10 a.m. local time on November 22, 2019, at which time & place they will be publicly opened & read aloud.

The Township reserves the right to reject any & all bids & waive any formalities in the bidding.



**Town Board Meeting
November 4, 2019**

Agenda Number: 9 – 10- 11 - 12

Subject: Added Agenda Items
Open Time

Receipt of Agenda Materials & Supplements
Adjournment

Action / Motion for Consideration:

Added Agenda Items
Open Time

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