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

WHITE BEAR TOWNSHIP
1858
RAMSEY COUNTY
MINNESOTA

1281 HAMMOND ROAD
WHITE BEAR TOWNSHIP, MN 55110

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

AGENDA
EXECUTIVE MEETING
DECEMBER 20, 2019

1. **9:00 a.m.** Call Meeting to Order at **Public Works Conference Room**, 1281 Hammond Road.

2. Approval of Agenda (Additions/Deletions).
3. Approval of November 22, 2019 Minutes (Additions/Deletions).

4. Pavement Management Program – Update.
5. Manganese – Update.
6. I & I – Update.
7. Water Meter – Update.

8. **9:30 – Tony Schrempp, Ramsey County Public Works.**
9. **10:00 – Chris Hiniker.**

10. Public Works Director Report.
11. Code Enforcement Officer / Building Inspector Report:
    a. 2105 Stillwater Street – Abatement Time Expired.
    b. 5305 West Bald Eagle Boulevard.
    c. 1378 Birch Lake Boulevard South.
12. Clerk-Treasurer Report:
    a. DNR Groundwater Management – Update.
    b. Gem Lake Analysis Tabulation.
13. Open Time.
14. Added Agenda Items.
15. Receipt of Agenda Materials/Supplements.
16. Adjournment.

12:00 – Noon - Christmas Luncheon

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

recycled paper

Town Board Executive Meeting
December 20, 2019

Agenda Number: **1 – 2 - 3**

Subject: Approval of December 20, 2019 Agenda
Approval of November 22, 2019 Minutes

Documentation: December 20, 2019 Agenda
November 22, 2019 Minutes

Action / Motion for Consideration:

Call meeting to order:
Approval of Agenda: December 20, 2019 (additions/deletions)
Approval of Minutes: November 22, 2019 (additions/deletions)

MINUTES
TOWN BOARD EXECUTIVE MEETING
NOVEMBER 22, 2019

The meeting was called to order at 11:02 a.m.

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

Absent: Supervisor: McCune, with notice

APPROVAL OF AGENDA (Additions/Deletions): Ruzek moved approval of the agenda as submitted with the added agenda items: 1:30- Dan Nessler – Manganese Update; 16A) January & June 2020 Executive Meeting Dates; 16B) Clerk-Treasurer Annual Performance Evaluation. Prudhon seconded. Ayes all.

APPROVAL OF MINUTES OF OCTOBER 24, 2019: Ruzek moved approval of the October 24, 2019 meeting minutes. Prudhon seconded. Ayes all.

PAVEMENT MANAGEMENT PROGRAM – UPDATE: Town Engineer Poppler was present to report on this agenda item. It was noted that the neighborhood meeting for 2020's improvements will be on Wednesday December 4th at 6:00 p.m. at Heritage Hall. The letters went out on November 22nd. The public hearing will be on Monday, December 16th. The projects listed in 2020's improvements are currently under design by the engineers and staff at TKDA. Poppler noted that the survey came in nicely, and currently engineers are working on tweaking the work with the amount of curb and gutter that will need to be implemented. There was a question asked about any follow-up work that needs to be done from 2019's projects. It was noted that there are just a few things, like the seeding that will go in along the curb in a couple places. The contractors may have told a resident that sod would go in, but the contract states seeding will take place. That was the only complaint, and there have been some praises. It was noted that there has been nothing done that will cause erosion. There was some discussion about the resident who was going to appeal his case for the 2 verses 1 assessment. But it has been past 30 days. Mostly residents seem pleased.

MANGANESE – UPDATE: Engineer Dan Nessler was present to give an update of this agenda item. He stated that the Town Board has approved TKDA to perform plans and specifications to proceed with the potential projects. He explained that Public Works staff took the engineers around to look at all the SCADA systems. He noted that Treatment Plant 1 will need to be updated to make the systems more automated so there is less manual work for Public Works staff. There was discussion of upgrading treatment plants 1, 4, and 5. The pump size will need to be increased to increase the gallon limit and the chlorine intake limit. The current cost estimate is about $450,000 with a 20% contingency on pricing due to market and contractor proposals. There was discussion over the water fund and where the Town would get that money from. The Town Finance Officer noted that he could bond for the money at the same time he bonds for the 2020 street improvement projects.

Studenski noted that anything the Town Board decides to do would not be a waste, because many of the improvements are just updating the pumps, which would help mixing water, which the Town will need to do more of in the future, especially in dry years.

There was discussion over timing and Nessler stated that most of the improvements could be done by summer 2020, especially if the Board decides yet this winter. There was discussion of the frequency and reporting with the SCADA systems to the DNR that would be necessary with or without an update. There was also discussion of the water supply and the groundwater lawsuit, how these aspects will affect the Township going forward in water usage limits.

The Board put the list of projects created by TKDA into priority. The first option is to bond for the whole project and take care of all these water quality improvements at once. The second options would be to upgrade the pumps individually in priority: 5, then 4, and then 1.

I & I – UPDATE: The Public Works Director was present to report that the Township has applied for the federal grant money in October and that he is waiting to hear of the approval.

WATER METER – UPDATE: The Public Works Director reported that he and the Town Clerk had a meeting with contractors Core & Main the morning of November 22nd. Core & Main stated that they have had issues with subcontractors M & E before. It was discussed that M & E will finished out the work that they can through November, but in January there will be new subcontractors coming to finish up what was left, minus those who refuse the water meter replacement, and minus those with issues with the curb stop. Then Core & Main will reimburse the Township for the work that hasn't been completed by one of the subcontractors. Core & Main has done work for the Township before so they want to keep the working relationship. There will be more discussion once the other subcontractors come in to correct the situation.

11:30 – BOB NYRE, SOUTHWIND HOMEOWNERS ASSOCIATION PRESIDENT: President Bob Nyre and Vice President Jim DeJarlis were present to meet the Town Board and introduce themselves. Nyre and DeJarlis are newer on the Association Board, and would like to be in communication with the Town Board and help out however possible. It was noted that the Town's Paralegal has Nyre and DeJarlis's contact info and will be in touch.

11:45 – SUE VENTO, MET COUNCIL REPRESENTATIVE: Sue Vento had attended the November 4th Town Board Meeting and enjoyed learning more about the Township's history and governmental process. Since then she had wanted to be present to discuss some challenges the Township faces at one of the Executive meetings.

The main topic of discussion consisted of the Township, even in the current identification of "Urban Township", does not fit White Bear Township into the formula that the state government uses to distribute legislative aid and state aid. Because of the maintenance, rehabilitation, and construction of new infrastructure, the Township has a heavy financial burden in 2019 and it will continue in the following years. The Town Board does not want to simply relinquish the financial burden onto its residents by raising taxes so the Town has opted to issue bonds to help lessen the burden. There was discussion and explanation of the implications the Township faces if no aid is received, if the Township became a "City". The Board wants to keep the inherent benefits of being a Township for its residents.

Vento explained her position and that she wouldn't have much leeway with the Council in changing this formula that restricts the Township's aid, but that she would talk when given the chance. Vento said she wanted the Governor to come out and experience the Township because it is unlike any other township.

The Board took a break from 12:12 to 12:30 p.m. for lunch.

12:30 – NORTH OAKS COMPANY – MARK HOUGE & GARY EAGLES: President of North Oaks Company Tom Dougherty and Engineers Mark Houge and Gary Eagles were present to discuss the opportunities North Oaks Company is pursuing. There are 3 parcels of land in North Oaks that are the priority. Houge explained Island Field is a 20 acre site where they are planning to put a 46 unit condominium building. This building will require sewer/water. There may be more room for 29 more housing units and a 20,000 square foot commercial building. Gate Hill is a site where North Oaks Company is planning on building twin homes and detached town homes. Anderson Woods is a site where they are planning on placing homes and villas on 36 acres.

As all of these properties will need sewer and water hook ups, North Oaks Company is requesting the Town Board think of investing in these future developments just as some other communities and parts of North Oaks and Hugo shares the Township's water. There was discussion of timing. North Oaks Company wants to start with Anderson Woods during the summer of 2020, then Island Field sometime in 2020, and the goal is to even have Gate Hill completed in 2021.

It was noted that the Board does not want to burden the Township residents any more with this project before any governmental aid is received. It was noted by the Town Attorney that the Court may change the regulations and restrictions of water within the Township after the groundwater case is completed. There was minor discussion of the Joint Powers Agreement.

It was noted that the Utility Commission should hear of these developments. Houge and Eagles will present these developments to the Utility Commission. The Town will only proceed once the contingencies in the Joint Powers Agreement based on water supply are known and the Town Attorney feels comfortable with the known contingencies.

PROPOSED 2020 BUDGET: The Town Finance Officer reported that since the October Executive Towns Board meeting, he and the Town Clerk have dropped the levy down to 8.47% increase, pushing off the sign reflectivity project until 2021. There was discussion of a couple other areas the Board could cut, but it was the consensus that pulling those projects would just hold back the Town. The projects left in the budget are important. However, it was noted that the Finance Officer should have examples of things to cut and implications due to those cuts ready for the annual Town Budget Meeting.

The annual Town Budget Meeting will be held on Tuesday, December 10th, 2019 at Heritage Hall starting at 7:00 p.m. It was noted that staff will try to get commissioners to attend out of support of the process, not regarding voting in any way. At the meeting, residents will have to approve the levy and then the Board will formally adopt the levy and then adopt the budget.

PUBLIC WORKS DIRECTOR REPORT: The Public Works Director reported on the Department's Activity for November 2019. It was noted that the bypasses for **Lift Station #9** got pulled this week so there is nothing going across the front of Water Gremlin. The Public Works Director reported that there is a used **water tanker truck** that became available recently and staff would like approval to purchase it. The water tanker truck is currently in the 2020 budget for $50,000. Reed passed around photos. It was the consensus that it would not impact the budget to purchase the truck a month before 2020. The water tanker truck is a 2006 with 50,000 miles on it. A new one runs at $150,000, but this truck is available to the Town for $49,800. There was discussion of the truck's capability. There was discussion of a **town home association** whose watermain break blew out. Staff found that someone had connected to a connection point from which there was no recollection of a permit being issued. If there was no permit back in the 1990's for this connection, the Town would charge the association for the fix. It was noted that staff should first go back in records to ensure there is no record of a permit being issued, before a letter is drafted. Upon no records found, Reed will draft and send a letter to the association including the Town's rate to fix the connection problem, and at this point they would have to purchase a permit from the Town. There was minor discussion of the City of Birchwood televising their **sanitary sewer connections.** Public Works and TKDA staff have been working hard to implement data into the **ArcGIS software system**. Staff has a map that lays out the sewer and storm of the Town, all labeled. It was noted that staff has been pinging the curbs stops whenever possible from those water meter replacement issues that need the curb stop valve shut off. It was noted that staff will be meeting with a Washington County engineer on street improvements.

CLERK-TREASURER REPORT: **DNR Groundwater Management – Update:** The Town Attorney reported that the response briefs were filed on November 12th. The state has to file too, and will have to request from court as to availability dates. The Minnesota Chamber of Commerce filed supporting the Town. The plaintiffs have to file before Tuesday the 26th of November. There was discussion of appropriation, water consumption, and water conservation.

Trails: The Town Clerk reported that Chris Hiniker has contacted staff once again regarding the one-way on Bald Eagle Boulevard to include a trail. It was noted that the Board feels uneasy making decisions that could impact schools. Nevertheless, the Board will have Hiniker attend the December Executive Board meeting to discuss this agenda items.

Holiday Party During 12/20 Executive Meeting: The Town Clerk reported that it would make sense to combine the holiday party on the December 20th Executive Board meeting. It was the consensus to start the meeting at 9:00 a.m. It was noted that Ruzek has jury duty that week.

January & June 2020 Executive Meeting Dates: Due to conflicts in the January and June Executive Town Board meeting schedule that Supervisor McCune had emailed the Town Clerk, the Board decided to move the meeting dates. The normal meeting date is the fourth Friday of the month, which would make the meeting dates January 24th and June 26th. Due to the conflict, the new dates the Board will meet are January 31st and June 19th.

Clerk-Treasurer Annual Performance Evaluation: Town Board Supervisor Ruzek brought to the attention of Christopherson, the language in numbers 3, 4, 5, 7, 13, and 21. Ruzek stated that all points should have consistent action words. There was discussion of the Township's Clean-up Day. It was noted that Ramsey County had clean-up days at a park all summer long. It was decided that the Town should publicize more.

OPEN TIME: No one was present for open time.

ADDED AGENDA ITEMS: The Town Engineer discussed Peterson Road with the Board. He gave an aerial of the property that showed existing watermains, gate valves, and hydrants, and proposed watermain options. It also showed the residences that petition to extend water at connect and residences that petition to extend water with future connection. There was discussion regarding these residences, especially regarding Keefe's with little right of way to work with. There was discussion of what paving Peterson Road would look like. The ideal road is 32 feet wide and there has been discussion of having a trail extension at Peterson. The Board has approved a feasibility study which includes $4,000 soil borings. There was discussion on some past ideas regarding Peterson Road. There will be neighborhood meetings regarding this. The Board will know more once the Annual Budget meeting on December 10th is completed. The Town Attorney will work on the right-of-way issues.

RECEIPT OF AGENDA MATERIALS / SUPPLEMENTS: Ruzek moved to receive all of the agenda materials and supplements for today's meeting. Prudhon seconded. Ayes all.
Ruzek moved to adjourn the meeting at 3:17 p.m. Prudhon seconded. Ayes all.

Respectfully Submitted,

Megan R. Cavanaugh
Recording Secretary

DRAFT

Town Board Executive Meeting
December 20, 2019

Agenda Number: 4

Subject: Pavement Management Program - Update

Documentation: None

Action / Motion for Consideration:

Report at Meeting / Discuss

Minutes
Town Board Meeting
November 22, 2019

PAVEMENT MANAGEMENT PROGRAM – UPDATE: Town Engineer Poppler was present to report on this agenda item. It was noted that the neighborhood meeting for 2020's improvements will be on Wednesday December 4th at 6:00 p.m. at Heritage Hall. The letters went out on November 22nd. The public hearing will be on Monday, December 16th. The projects listed in 2020's improvements are currently under design by the engineers and staff at TKDA. Poppler noted that the survey came in nicely, and currently engineers are working on tweaking the work with the amount of curb and gutter that will need to be implemented. There was a question asked about any follow-up work that needs to be done from 2019's projects. It was noted that there are just a few things, like the seeding that will go in along the curb in a couple places. The contractors may have told a resident that sod would go in, but the contract states seeding will take place. That was the only complaint, and there have been some praises. It was noted that there has been nothing done that will cause erosion. There was some discussion about the resident who was going to appeal his case for the 2 verses 1 assessment. But it has been past 30 days. Mostly residents seem pleased.

Town Board Executive Meeting
December 20, 2019

Agenda Number: 5

Subject: Manganese - Update

Documentation: None

Action / Motion for Consideration:

Report at Meeting / Discuss

Minutes
Executive Meeting
November 22, 2019

MANGANESE – UPDATE: Engineer Dan Nessler was present to give an update of this agenda item. He stated that the Town Board has approved TKDA to perform plans and specifications to proceed with the potential projects. He explained that Public Works staff took the engineers around to look at all the SCADA systems. He noted that Treatment Plant 1 will need to be updated to make the systems more automated so there is less manual work for Public Works staff. There was discussion of upgrading treatment plants 1, 4, and 5. The pump size will need to be increased to increase the gallon limit and the chlorine intake limit. The current cost estimate is about $450,000 with a 20% contingency on pricing due to market and contractor proposals. There was discussion over the water fund and where the Town would get that money from. The Town Finance Officer noted that he could bond for the money at the same time he bonds for the 2020 street improvement projects.

Studenski noted that anything the Town Board decides to do would not be a waste, because many of the improvements are just updating the pumps, which would help mixing water, which the Town will need to do more of in the future, especially in dry years.

There was discussion over timing and Nessler stated that most of the improvements could be done by summer 2020, especially if the Board decides yet this winter. There was discussion of the frequency and reporting with the SCADA systems to the DNR that would be necessary with or without an update. There was also discussion of the water supply and the groundwater lawsuit, how these aspects will affect the Township going forward in water usage limits.

The Board put the list of projects created by TKDA into priority. The first option is to bond for the whole project and take care of all these water quality improvements at once. The second options would be to upgrade the pumps individually in priority: 5, then 4, and then 1.

Town Board Executive Meeting
December 20, 2019

Agenda Number: **6**

Subject: I & I – Update

Documentation: None

Action / Motion for Consideration:

Report at Meeting / Discuss

Minutes
Executive Meeting
November 22, 2019

I & I – UPDATE: The Public Works Director was present to report that the Township has applied for the federal grant money in October and that he is waiting to hear of the approval.

Town Board Executive Meeting
December 20, 2019

Agenda Number: **7**

Subject: Water Meter - Update

Documentation: None

Action / Motion for Consideration:

Town Engineer Report at Meeting / Discuss

Minutes
Executive Meeting
November 22, 2019

WATER METER – UPDATE: The Public Works Director reported that he and the Town Clerk had a meeting with contractors Core & Main the morning of November 22nd. Core & Main stated that they have had issues with subcontractors M & E before. It was discussed that M & E will finished out the work that they can through November, but in January there will be new subcontractors coming to finish up what was left, minus those who refuse the water meter replacement, and minus those with issues with the curb stop. Then Core & Main will reimburse the Township for the work that hasn't been completed by one of the subcontractors. Core & Main has done work for the Township before so they want to keep the working relationship. There will be more discussion once the other subcontractors come in to correct the situation.

Town Board Executive Meeting
December 20, 2019

Agenda Number: **8**

Subject: **9:30 – Tony Schrempp, Ramsey County Public Works**

Documentation: E-mail

Action / Motion for Consideration:

Report at Meeting / Discuss

Patti Walstad

From: Tom Riedesel
Sent: Monday, December 2, 2019 2:52 PM
To: Patti Walstad
Cc: Pat Christopherson; Dale Reed; Ed Prudhon
Subject: Co. Rd. Projects

Patti,
I have invited Tony Schrempp, Ramsey Co. Public Works to attend the Dec. 20th T.B. Exec. Meeting. He will describe the projects planned for Co. Rds. In 2020. There are several planned.
The goal is to review the routes and have the Board provide feedback to the Co. regarding trail options/ expanded shoulders/ striping, etc. Plus other related projects like; replacement of the Co. Rd. H-2 sidewalk and watermain repairs along E. Bald Eagle Blvd.
I invited Tony to attend between 9:30 and 10:30.
Tom

Town Board Executive Meeting
December 20, 2019

Agenda Number: **9**

Subject: **10:00 – Chris Hiniker**

Documentation: None

Action / Motion for Consideration:

Report at Meeting / Discuss

Minutes
Executive Meeting
November 22, 2019

Trails: The Town Clerk reported that Chris Hiniker has contacted staff once again regarding the one-way on Bald Eagle Boulevard to include a trail. It was noted that the Board feels uneasy making decisions that could impact schools. Nevertheless, the Board will have Hiniker attend the December Executive Board meeting to discuss this agenda items.

Town Board Executive Meeting
December 20, 2019

Agenda Number: **10**

Subject: Public Works Director Report

Documentation: None

Action / Motion for Consideration:

Report at Meeting / Discuss

Town Board Executive Meeting
December 20, 2019

Agenda Number: **11.a**
Building Inspector / Code Enforcement Officer Report

Subject: **2105 Stillwater Street – Abatement Time Expired**

Documentation: Building Inspector Correspondence

Action / Motion for Consideration:

Report at Meeting/ Discuss

Minutes
Town Board Meeting
November 18, 2019

ABATEMENT OF NUISANCE @ 2105 STILLWATER STREET: Ruzek motioned to note proper publication of the hearing notice in the newspaper & waive reading of the notice. McCune seconded. Ayes all. Ruzek moved to open the public hearing. McCune seconded. Ayes all.

The Town Building Inspector was present to report on this agenda item. This property has been vacant for several years and has been a nuisance in utility as well as aesthetics. The owner or representative of 2105 Stillwater Street is given 30 days from November 18th's public hearing to correct all the problems laid out on page 44 of the packet. There was discussion of the property, the vacancy and back story. It is currently not hooked up to utilities. The Town Attorney noted that once the resolution of abatement is in place, if it's not cared for in 30 days the Town could have it demolished and the cost would be put on the owner's taxes. It was also noted that even if the owner or representative of the property show progress, if not all of the concerns are met, legally the Town could still have it demolished.

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

James Lopez, 3872 Elmwood Street, Vadnais Heights, was present to report on his involvement of repairing the home on Stillwater Street. He noted that he moved from the East Coast to fix up the home, from which his brothers were previously in charge of. It was noted and confirmed by neighbors in attendance that Lopez has, in the past, taken vacation to mow the lawn or fix something before he flew back home. Lopez noted the repairs that he has already made and that he thinks he should be able to get all of the items listed on page 44 taken care of except the siding.

Neighbors Terry Andrews, 2100 Stillwater; Dave Johnson, 2111 Stillwater; and Wendy Peterson, 2090 Stillwater, were present to give their support of Lopez and concern for the situation as a whole. The neighbors stated the family has been nothing but kind, but simply that life's circumstances had not been kind. James Lopez has been cooperative and kind in the matter as well. The neighbors just want to see the property fixed up. It was the consensus that the Town's Building Inspector will report back in 30 days the progress that has been made on the property.

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

Ruzek motioned to adopt the resolution ordering abatement of nuisance violations at 2105 Stillwater Street, noting that the repairs ordered to be completed in the resolution must be done within 30 days from the date of the service in the resolution, which is today. McCune seconded. Ayes all.

WHITE BEAR TOWNSHIP
1858
RAMSEY COUNTY
MINNESOTA

1281 HAMMOND ROAD
WHITE BEAR TOWNSHIP, MN 55110

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

December 5, 2019

Lope Lopez
3872 Elmwood Street
St Paul, MN 55127

Dear Ms. Lopez,

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

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

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

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

Respectfully,

Mike Johnson
Building Official / Code Enforcement Officer

Enclosure

recycled paper

Town Board Executive Meeting
December 20, 2019

Agenda Number: **11.b**

Code Enforcement Officer / Building Inspector Report

Subject: **5305 West Bald Eagle Boulevard**

Documentation: Building Inspector Correspondence

Action / Motion for Consideration:

Report at Meeting/ Discuss

WHITE BEAR TOWNSHIP
1858
RAMSEY COUNTY
MINNESOTA

1281 HAMMOND ROAD
WHITE BEAR TOWNSHIP, MN 55110

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

ABATEMENT ORDER

December 5, 2019

Zac Love
5305 Bald Eagle Blvd W
White Bear Township, MN 55110

Dear Mr. Love,

As the owner of the property located at 5305 Bald Eagle Blvd W, White Bear Township, MN, you are hereby notified that a duly appointed officer of White Bear Township has performed an inspection of your property. The officer has documented a violation of Township Ordinance No. 35, Section 7-6.2, "*All vehicles must be currently licensed and operable*".

After reasonable inspection, the officer has determined that the white Suzuki license plate 849 WKD, and the white Pontiac license plate CGX 524 is inoperable and unlicensed. Said conditions represent a public nuisance under Township Ordinance No. 16, Section 4-4.15, which must be abated no later than midnight on December 19, 2019.

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

Failure to abate the nuisance or submittal of a written request for public hearing shall cause the Township to exercise its right to abate said nuisance and recover such abatement costs plus an additional 25% of such costs. These costs shall be assessed as a special assessment against the property.

Respectfully,

Mike Johnson
Building Official/Code Enforcement Officer

recycled paper

WHITE BEAR TOWNSHIP
1858
RAMSEY COUNTY
MINNESOTA

1281 HAMMOND ROAD
WHITE BEAR TOWNSHIP, MN 55110

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

November 1, 2019

Zac Love
5305 Bald Eagle Blvd W
White Bear Township, MN 55110

Dear Mr. Love,

It has recently come to the Township's attention unauthorized construction is underway at the above noted address. Expansion of an existing structure and the addition of exterior decks and roofs require a building permit prior to the start of the construction.

Construction plans, a site plan and a completed permit application form must be submitted to the Township Building Department for review and approval. Continued progress on the project is prohibited until the issuance of the appropriate permits.

Please contact me upon receipt of this notice to discuss a resolution to this matter. I can be reached at 651-747-2750, Monday – Friday. I am normally in the office to respond to phone calls from 7:00 a.m. - 8:00 a.m. and from 3:00 p.m. - 3:30 p.m.

Respectfully,

Mike Johnson
Building Official/Code Enforcement

recycled paper

Town Board Executive Meeting
December 20, 2019

Agenda Number: **11.c**

Code Enforcement Officer / Building Inspector Report

Subject: **1378 Birch Lake Boulevard South**

Documentation: Building Inspector Correspondence

Action / Motion for Consideration:

Report at Meeting/ Discuss

WHITE BEAR TOWNSHIP
1858
RAMSEY COUNTY
MINNESOTA

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WHITE BEAR TOWNSHIP, MN 55110

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

December 6, 2019

Eliot Gundry
6080 Harff Road
Loretto, MN 55127

Dear Mr. Gundry,

As the owner of 1378 Birch Lake Blvd S in White Bear Township, MN, you are hereby notified that a duly appointed officer of White Bear Township has performed an inspection of your property on November 20, 2019 and has condemned the property. The property is Unfit For Human Habitation pursuant to Township Ordinance No. 47, Section 13-1, in that the defects create a hazard to the health, safety or welfare of the occupants or of the general public, because the building fails to provide minimum safety and sanitary conditions, the Township is serving you with this Notice of Condemnation.

This order prohibits the occupancy of 1378 Birch Lake Blvd S until the defective conditions have been corrected and the Township has issued written approval. As the property owner, you are hereby directed to correct the nuisance conditions as noted below prior to occupancy of the property.

1. Repair broken water service
2. Repair boarded up windows
3. Code compliance inspection
4. Water meter upgrade

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

Failure to correct the nuisance conditions by January 6, 2020 will result in the Township declaring the structure to be a hazardous building and treated constant with the provisions of Minnesota Statues as defined in Township Ordinance No. 47, Section 13-2.

Respectfully,

Mike Johnson
Building Official / Code Enforcement Officer

Enclosure

recycled paper

Town Board Executive Meeting
December 20, 2019

Agenda Number: **12.a**

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

Documentation: None

Action / Motion for Consideration:

Report at Meeting / Discuss

Minutes
Executive Meeting
November 22, 2019

CLERK-TREASURER REPORT: **DNR Groundwater Management – Update:** The Town Attorney reported that the response briefs were filed on November 12th. The state has to file too, and will have to request from court as to availability dates. The Minnesota Chamber of Commerce filed supporting the Town. The plaintiffs have to file before Tuesday the 26th of November. There was discussion of appropriation, water consumption, and water conservation.

Town Board Executive Meeting
December 20, 2019

Agenda Number: **12.b**

Subject: Clerk-Treasurer Report:
b. Gem Lake Analysis Tabulation

Documentation: Len Cacioppo E-mail

Action / Motion for Consideration:

Report at Meeting / Discuss

Patti Walstad

From: Pat Christopherson
Sent: Wednesday, December 11, 2019 9:24 AM
To: Patti Walstad
Subject: FW: Analysis
Attachments: GEM LAKE STAFF HOURS.xlsx

Please have as part of the Exec Comm

-----Original Message-----
From: Leonard Cacioppo <len@sigapp.com>
Sent: Tuesday, December 10, 2019 3:56 PM
To: Pat Christopherson <Pat.Christopherson@whitebeartownship.org>
Cc: Gretchen Artig-Swomley <gretchenas@comcast.net>
Subject: Analysis

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

Pat,

Thank you for coming out to review the data and discuss options. So we're all on the same page, I'm emailing you my analysis so you can review it and pass it around to whom you feel is releveant.

The breakdown on the Analysis tab is what was reviewed in the meeting & it net's out the difference in billing to Gem Lake. In the summary tab, I've broken out Gem Lakes' consumption of WBT resources based on a 2080-hour work year.

Let me know if you have any questions.

Thanks!

-Len Cacioppo, Gem Lake City Council

	Contract Rate	Rate Billed	Rate Difference	Billed 2019	@ 100/Hour	Percent Change	Abs Diff to Gem Lake	
Building Inspector	$ 75.10	$ 75.07	$ 0.03	$ 14,488.60	$ 19,300.00	25%	$ 4,811.40	
Secretary / Receptionist	$ 52.30	$ 52.07	$ 0.23	$ 1,523.17	$ 2,925.00	48%	$ 1,401.83	
Finance Officer	$ 102.40	$ 102.57	$ (0.17)	$ 24,949.34	$ 24,325.00	-3%	$ (624.34)	
Finance AnalystAcct Clerk	$ 60.00	$ 59.64	$ 0.36	$ 864.75	$ 1,450.00	40%	$ 585.25	
Accounting Clerk/Recep	$ 60.00	$ 53.20	$ 6.80	$ 4,162.90	$ 7,825.00	47%	$ 3,662.10	
Para Legal / Secretary	$ 65.80	$ 65.80	$ 0.00	$ 329.00	$ 500.00	34%	$ 171.01	
Planner	$ 89.50	$ 89.45	$ 0.05	$ 2,213.89	$ 2,475.00	11%	$ 261.11	
Clerk / Treasurer	$ 104.10	$ -	$ 104.10	$ -	0	0	0	
Public Works Director	$ 106.42	$ 106.46	$ (0.04)	$ 53.23	$ 50.00	-6%	$ (3.23)	
PW Field Maint Supervisor	$ 83.55	$ -	$ -	$ -	0	0	0	
PW Field Maint Supervisor OT	$ 112.10	$ -	$ -	$ -	0	0	0	
PW Leadworker	$ 72.40	$ 470.60		$ 470.60	$ 650.00	28%	$ 179.40	<--Projected as WBT has not billed us yet. Inclulding in analysis as it's still a liability
PW Leadworker OT	$ 92.95	$ -	$ -	$ -	0	0	0	
PW Mechanic	$ 67.15	$ -	$ -	$ -	0	0	0	
PW Mechanic OT	$ 86.05	$ -	$ -	$ -	0	0	0	
PW Summer Help	$ 23.95	$ 23.95	$ -	$ 71.85	$ 300.00	76%	$ 228.15	
PW Maintenance Worker	$ 67.90	$ 122.86		$ 2,150.07	$ 1,750.00	-23%	$ (400.07)	<--Billed higher than contract rate. Excluding from analysis and analyzing only value below
PW Maintenance Worker (CORRECTED)	$ 67.90	$ 67.90		$ 1,188.25	$ 1,750.00	32%	$ 561.75	
PW Maintenance Worker -OT	$ 87.35	$ -	$ 87.35	$ -	0	0	0	
				$ 50,315.58	$ 61,550.00	18%	$ 11,234.43	

Town Board Executive Meeting
December 20, 2019

Agenda Number: **13 - 14**

Subject: Open Time

Added Agenda Items

Action / Motion for Consideration:

Town Board Executive Meeting
December 20, 2019

Agenda Number: **15 – 16**

Subject: Receipt of Agenda Materials / Supplements

Adjournment

Action / Motion for Consideration:

Receive All Agenda Materials & Supplements for Today's Meeting

Attend Christmas Luncheon

Adjourn Meeting