



1858
RAMSEY COUNTY
MINNESOTA

1281 HAMMOND ROAD
WHITE BEAR TOWNSHIP, MN 55110

651-747-2750

FAX 651-426-2258

Email: wbt@whitebear township.org

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

AGENDA
ORGANIZATIONAL & REGULAR
TOWN BOARD MEETING
JANUARY 6, 2020

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 December 16, 2019 (Additions/Deletions).

5. **Consent Agenda:**

Organizational Appointments:

A. **Town Board Appointments:**

Chair	Ed Prudhon
Vice-Chair	Steve Ruzek
Clerk-Treasurer	Patrick Christopherson
Deputy Clerk	Patti Walstad
Finance Officer/Deputy Treasurer	Tom Kelly

B. **Township Officials:**

Building Official/Code Enforcement/ Compliance Official	Mike Johnson
Hearing Officer	Hon. Harry Crump (Administrative Fines)
Economic Development Coordinator	Patrick Christopherson
Public Works Director	Dale Reed
Town Planner	Tom Riedesel
Fire Marshall/Fire Chief	Greg Peterson
Assistant Weed & Tree Inspectors	Tom Riedesel
	Pete Tholen
	Paul Peltier

White Bear Township's

Mission:

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



C. Advisory Commission Liaisons:	
Park Board Liaison	Steve Ruzek
Planning Commission Liaison	Steve Ruzek
Utility Commission Liaison	Scott McCune
Public Safety Commission Liaison	Scott McCune
Economic Development Advisory Board Liaison	Ed Prudhon
D. Representatives to Organizations:	
Ramsey County League of Local Govts. Alternate	Steve Ruzek Patrick Christopherson
MN Association of Townships Alternate	Steve Ruzek Patrick Christopherson
Vadnais Lake Area Water Management Organization – Board of Directors Alternate	Ed Prudhon Scott McCune
Vadnais Lake Area Water Management Technical Committee Staff Alternate	Paul Duxbury Tom Riedesel
Ramsey/Washington County Cable Comm. Alternate	Ron Denn Luke Michaud
White Bear Area Chamber of Commerce Alternate	Steve Ruzek Patrick Christopherson
Rush Line Corridor Staff Alternate	Scott McCune Tom Riedesel
Northeast Youth & Family Services	Scott McCune
E. Professional Services Appointments:	
Town Attorney	Chad D. Lemmons, Patrick J. Kelly, Asst. Atty., Kelly & Lemmons P.A.
Town Prosecutor	Caroline Bell Beckman, Kari Quinn, Asst. Atty., Erickson, Bell, Beckman & Quinn P.A.
Town Engineer	Jim Studenski & Larry Poppler, TKDA & Assoc.

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Town Auditor	James H. Eichten, PCA Malloy, Montague, Karnowski, Radosevich & Co., P.A
Financial & Bonding Advisors	Paul Steinman Baker Tilly Municipal Advisors
Environmental/Scientists/Traffic/ Transportation Consultants	Brad Woznak Short, Elliott, Hendrickson Officer Mario Lee Ramsey County Sheriff's Office
Animal Control Officer	Pete Tokle Tokle Inspections
Electrical Inspector	Megan Cavanaugh Lisa Senopole S & S Tree Service
Recording Secretary	Dr. Amy Kruchowski & Dr. Shelly Langlie Lake Animal Hospital
Cable Technician	
Town Arborist	
Town Veterinarians	

- F. **Roberts Rules of Order** – Adopt as Rules of Conduct for Meetings.
- G. **Official Posting Places** – Designate the Town Administrative Offices, Heritage Hall, Well #6, Bellaire Park & Glider Park as the Official Posting Places.
- H. **Official Newspaper** – Designate Press Publications - White Bear Press as the Official Newspaper.
- I. **Establish Meeting Dates** –
 - 1) Town Board Meetings 1st & 3rd Mondays of each Month Beginning at 7:00 p.m. at Heritage Hall, 4200 Otter Lake Road Unless Otherwise Designated;
 - 2) Town Board Executive Meetings the 4th Friday of each Month Beginning at 11:00 a.m. at the Township Administrative Office Unless Otherwise Designated.
- J. **Advisory Boards / Commission Members / Service Providers** – All Advisory Board, Commission Members & Service Providers are Recognized for their Outstanding Service to the Township.
- K. **2020 Utility Connection Charge** – Approve the 2020 Utility Connection Charge.

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- L. **Northeast Youth & Family Services** – Based on Finance Officer Review & Recommendation Approve the 2020 Agreement.
 - M. **Bank Depository Designation** – Based on Staff Review & Recommendation Designate Institutions Outlined in the Staff Memo & Adopt Resolution Designating Persons to Handle Township Bank Accounts.
 - N. **Columbus Day** – Adopt Resolution Not Recognizing Columbus Day as a Holiday.
 - O. **Friday After Thanksgiving** – Adopt Resolution Recognizing the Friday After Thanksgiving as a Holiday.
 - P. **I-35E Corridor** – Adopt Resolution to Participate in the I-35E Corridor Management Team for 2020.
 - Q. **2020 Pay Scale** – Approve.
 - R. **Right-of-Way Permit** – Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve the XcelEnergy Permit to Install a New pole to an Existing Line to Improve the Vertical Clearance in the Area of 2521 Taylor Avenue.
8. **Old Business:** None.
9. **Public Hearings:** None.
10. **New Business:**
- Town Planner Item:**
- A. **Saputo Dairy Foods USA, LLC Grant Funds:**
 - 1. Accept Grant Funds for Construction of Bellaire Beach Shelter.
 - 2. Call Special Town Board Meeting to Tour New Covered Trail Bridge in Mahtomedi.
11. **Added Agenda Items.**
12. **Open Time.**
13. **Receipt of Agenda Materials & Supplements.**
14. **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.



**Organizational & Regular
Town Board Meeting
January 6, 2020**

Agenda Number: 1 - 2 - 3 - 4

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

Approval of January 6, 2020 Agenda

Approval of Payment of Bills

Approval of Minutes of December 16, 2019 Town Board Meeting

Documentation: January 6, 2020 Agenda
December 16, 2019 Town Board Minutes

Action / Motion for Consideration:

Call meeting to order:	7:00 p.m.
Approval of Agenda:	January 6, 2020 (additions/deletions)
Approval of Payment of Bills	
Approval of Minutes:	December 16, 2019 Town Board Minutes

**MINUTES
TOWN BOARD MEETING
DECEMBER 16, 2019**

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

Present: Commissioners: Prudhon, Ruzek, McCune; Assistant Treasurer: Christopherson;
Attorney: Pat Kelly; Town Financial Advisor: Tom Kelly; Town Engineer: Poppler;
Public Works Director: Reed

Absent: Town Planner: Riedesel, with notice

APPROVAL OF AGENDA (Additions/Deletions): Ruzek moved to approve the agenda as submitted with the supplemental information and added consent agenda item. McCune seconded. Ayes all.

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

APPROVAL OF MINUTES OF DECEMBER 2, 2019 (Additions/Deletions): Ruzek moved to approve the minutes of December 2, 2019. McCune seconded. Ayes all.

CONSENT AGENDA: McCune moved to approve 5A) Scannell Properties, 4850 Constellation Drive – Approve the Hold Harmless and Indemnification Agreement; 5B) Water Efficiency Grant Agreement – Approve Metropolitan Council Clean Water Fund Grant Agreement No. SG-13480; 5C) 2020 Liquor License Renewals – Based on staff review & recommendation approve the following On & Off Sale & Sunday Liquor License renewals from January 1, 2020 through December 31, 2020: 1) Applebee's – On-Sale & Sunday Liquor License for Applebee's Grill & Bar, 1018 Meadowlands Drive; 2) Zen Asia – On-Sale & Sunday Liquor License for Zen Asia, 1011 Meadowlands Drive, Suite 8; 3) Cub Foods – Off-Sale & 3.2% Liquor License for Kowalski Companies, Inc. d/b/a Cub Foods of White Bear, 1059 Meadowlands Drive; 4) Bald Eagle Liquor – Off-Sale Liquor License for Bald Eagle Liquor, 5960 Highway 61; 5) Orchid Restaurant & Bar – On-Sale & Sunday Liquor License for Orchid Restaurant & Bar, 1190 County Road J, Suite 100; 6) Lucy's Burgers LLC – On-Sale & Sunday Liquor License for Lucy's Burgers LLC, 1190 County Road J, Suite 600; 7) Northwoods Entertainment, LLC d/b/a Emagine Theatres – On-Sale & Sunday Liquor License for Northwoods Entertainment, LLC d/b/a Emagine Theatres, 1180 County Road J; 8) Red Luna, LLC d/b/a Red Luna Taco Factory – 3.2 % & Strong Beer Liquor License for Red Luna, LLC d/b/a Red Luna Taco Factory, 5960 Highway 61, Suite 3; D) 2020 Tobacco License Renewals – Based on staff review & recommendation approve the following Tobacco License renewals from January 1, 2020 through December 31, 2020: 1) White Bear Township Holiday – 1150 County Road J; 2) Holiday Stationstores, Inc. – 5970 Highway 61; 3) Bald Eagle Investments – 5960 Highway 61 (Bald Eagle Quick Stop & Liquor Store); E) Reschedule Town Board meetings due to holidays: 1) Reschedule the January 20, 2020 meeting to Wednesday, January 22, 2020 due to the Martin Luther King Jr. Holiday; 2) Reschedule the February 17, 2020 meeting to Wednesday, February 19, 2020 due to the President's Day holiday; F) Construction Activity Report – Receive; G) Monthly Financial Report – Receive; H) Wellhead Protection Plan – Based on staff review & recommendation adopt the Wellhead Protection Program Evaluation Form as completed by staff; I) 2020 Rate Schedule Amendment – based on staff review & recommendation approve the updated Addendum 2 – Rate schedule for 2020 for the Master Joint Powers Agreement between the Town of White Bear and the City of North Oaks;

**MINUTES
TOWN BOARD MEETING
DECEMBER 16, 2019**

J) Right-of-Way Permit – Based on Town Engineer review & recommendation & including his recommended conditions, approve the Comcast permit to replace underground coaxial cable lines to service a business at 1000 Meadowlands Drive which will include directional boring under Meadowlands Drive & work along the east side of Allendale Drive; K) Right-of-Way Permit – Based on Town Engineer review & recommendation & including his recommended conditions, approve the XcelEnergy permit to expand the project to install an underground electrical service for the resident at 5155 Lakeview Avenue and along Garden Lane which will require additional boring under Garden Lane. Ruzek seconded. Ayes all.

WATER GREMLIN – UPDATE / RECEIVE MEMO: The Town Clerk reported that the memo outlines legal requirements that were not met. Water Gremlin has to meet the requirements in order to go through the building permit process. This item is also on the agenda for the January 6, 2020 Town Board meeting.

IMPROVEMENT 2020-1 – STREET IMPROVEMENT PROJECT: 1) ORDER IMPROVEMENT: Ruzek moved to note property publication of the hearing notice in the newspaper & waive reading of notice. McCune seconded. Ayes all. Ruzek moved to open the public hearing. McCune seconded. Ayes all.

The Town Engineer reported on the neighborhood meeting that was held on Wednesday, December 4, 2019 at 7:00 p.m. at Heritage Hall. He explained that the Town Engineers have prepared a feasibility study, there was discussion at the neighborhood meetings regarding street widths. The ideal street width is 28 feet. Poppler has worked in other communities where these street widths work well. He went over the estimated project costs and the assessment summary laid out on page 194 of the packet. There will be an open house where residents can have more in depth discussion of the projects and there will be a better break down of prices in March once the project goes to bid. Finally, once all the final costs are tallied there will be another public hearing. A question was asked about how well communicated these projects are with Ramsey County, because the Board doesn't want to complete these projects and then have a portion redone near a county road at their next improvement. It was noted that any projects the county will do will be adjusted to what the Township has already done.

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

Resident Dennis Welsh, 2644 Arbor Drive, was present to give input to the road improvement project. He noted the neighborhood really wants it due to the rough roads. He would like if staff could really concentrate on resident side of things as far as communication goes (with website and emails). Welsh would like to know more about the stormwater and raingarden opportunity. The Town Engineer responded regarding information of VLAWMO or RCWD cost-sharing when it comes to the raingardens. He also stated that communication between staff and residents went well for the 2019 street improvement projects.

Resident Dick Fisher, 2688 Arbor Drive, was present to give input. He reiterated what Welsh had said, and had concern regarding the street width. He said he's lived there for 38 years and the streets had never had too much parking, so he doesn't know why the streets would need to be

**MINUTES
TOWN BOARD MEETING
DECEMBER 16, 2019**

widened to 28 feet. He stated that if the Township could limit the cost of the streets, i.e. leave the streets as is in regards to width, then the assessment cost would go down. The Town Engineer explained that the assessment cost does not necessarily correlate with the cost of the project, but of the increased value the project will bring to the homes along the project line. That is why it is a flat assessment rate and why it will not go down whether the project costs go down. If the project costs go down, the Township will pay less, which will ultimately impact the taxes, so the residents will directly benefit.

There was discussion regarding limiting speeds. There was discussion over the bonding. The Town Finance Officer briefly explained the bonding process. There was discussion of bids. It was noted that the earlier the Town goes out for bid, the better. The later the season gets, the busier contractors are, the higher the prices are. Staff is confident the Town will receive at least 3 bids for the street improvement projects.

Resident Phil Carpentier, 2697 Arbor Drive, was present to give input. He stated that the City of North Saint Paul had an assessment of \$5,000 to \$6,000. It was explained that the types of projects vary within municipalities, as does the policy regarding the assessments. The Township doesn't get to have input on the value of the home, that is through the Ramsey County Assessor. The value of a home can be appealed, and if appealed that could change the assessment cost. It was noted that there is also an assessment hearing.

Resident Michael Faust, 2661 Arbor Drive, was present to give input. He also wanted to state that he was for narrower roads, but is glad these projects are moving forward.

Resident Denise Sayer, 4191 Homewood Avenue, was present to give input. She stated that she is looking forward to the projects, but wants to keep the quaint history within the streets, i.e. the retaining walls. She knows they are not efficiently positioned as they are cobblestone, but she likes the look of them. She wants to know if the Town Engineers will put any consideration into rebuilding that character of the Township. The Town Engineer explained that this type of feedback is good, and it will be able to be considered and implemented once discussed at the open house. The Engineers can look at each individual case more thoroughly. He didn't think the replacement would be cobblestone, as that is a more costly material, but maybe something similar.

Resident Brent Mason, 2660 South Shore Boulevard, was present to give input. He was wondering about the storm sewers along Arbor and County Road F. How will the county handle future projects when the Township just finished theirs. It was noted that there will be no "double dipping", that the county will adjust to what has been done. It was also noted that the county roads are not assessed as Township roads are.

Resident Jan Barns, 4322 Homewood Avenue, was present to give input. She was also concerned with the street width, wondering if the street would not have to be widened if parking was only allowed on one side of the road, or if the Township could add speed deterrents versus widening the road. It was noted that standard road width is 30-32 feet but that 28 feet is sufficient. Barns also wanted to question why someone of a different tax bracket and size of home is assessed at the same rate as someone of a lower tax bracket and smaller home. It was again

**MINUTES
TOWN BOARD MEETING
DECEMBER 16, 2019**

explained that it is on the value of the home, not the size of home or lot size. There was discussion of a corner lot being assessed at a half rate.

Town Attorney stated that the Town Engineer needs direction regarding the width in order to proceed. There was discussion regarding the street width and it was noted that if the streets are being redone now, they should be widened because the goal is to improve the future of the roads and the Township. It was also noted that the cost won't be a meaningful difference if they aren't widened so it makes sense. There was consensus among the Board for the widening of the streets on the 2020 Street Improvement Project to have streets of 28 feet.

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

Ruzek moved based on Town Engineer & staff review & recommendation to adopt resolution ordering Improvement 2020-1. McCune seconded. Ayes all.

RESOLUTION REDUCING THE TAX LEVY – APPROVE: The Town Finance Officer reported that at the Town Budget meeting on Tuesday, December 10, 2019, the final tax levy, had been reduced since the March Annual Town meeting, preliminary tax levy. Information regarding this reduction is on page 215 of the packet. As a result, the attached resolution if passed will reduce the Town's 2020 debt levy by \$19,802.35 and will result in the Town levying \$65,392.00 for the debt in 2020.

Ruzek moved based on staff review & recommendation adopt the resolution Reducing Tax Levy Pursuant to Minnesota Statutes, Section 475.61. McCune seconded. Ayes all.

RESOLUTION ADOPTING AMOUNT TO BE RAISED BY PROPERTY TAXATION FOR THE YEAR 2020 – APPROVE: The Town Finance Officer reported that at the Town Budget meeting on Tuesday, December 10, 2019, the property tax was passed an amount not-to-exceed \$3,293,500.00. The March Annual Town meeting had passed an amount not-to-exceed \$4,150,925.00. Therefore, the Board needs to approve the lesser amount passed on December 10th.

Ruzek moved based on staff review & recommendation to adopt the resolution adopting the amount to be raised by property taxation for the year 2020. McCune seconded. Ayes all.

2020-2029 CAPITAL IMPROVEMENT PLAN – APPROVE: The Town Finance Officer reported that the Board has reviewed the CIP and has listed all 2020 projects in the 2020-2029 CIP. He noted that all projects under the years 2021-2029 are all place holders that can be changed, moved, or removed. He noted that he hasn't removed the water truck that has already been purchased.

McCune moved based on staff review & recommendation to approve the 2020-2029 Capital Improvement Plan (CIP). Ruzek seconded. Ayes all.

2020 BUDGET – APPROVE: The Town Finance Officer reported that the 2020 Budget was presented at the Town Budget meeting on December 10, 2019. It was recommended by the residents to adopt the General Fund budget. It includes the tax levy that was just adopted.

MINUTES
TOWN BOARD MEETING
DECEMBER 16, 2019

Ruzek moved based on staff review & recommendation approve a resolution for the 2020 budget as outlined in the consideration for adopting the 2020 budget memo dated 12/16/19. McCune seconded. Ayes all.

RESOLUTION APPROVING TRANSFER OF CERTAIN FUNDS FOR THE TOWN OF WHITE BEAR – APPROVE:

The Town Finance Officer reported that this is one of the items of what to do to fund the funds. The 6 transfers are listed on page 244 of the packet. 1) Transfer from the EDA fund to the General Fund for Township Day, 2) transfer from the EDA Fund to the General Fund to cover Historic Town Hall management, 3) transfer regarding the TIF Districts, 4) transfer regarding the Road & Bridge Department, and (5 & 6) 2 transfers to the new Park Improvement Fund to fund the General and Park Acquisition Funds share of 2019 park improvements. It was noted that of the funds spent in 2019, if there is a 50% surplus of funds, the Board would have to direct staff on where to allocate those funds. Of the funds spent in 2019, if there is a surplus less than 50% of the funds, staff transfers the funds to other accounts in order to keep reserves. Town Board Chair wanted to publically note that the Town Finance Officer does a fine job.

Ruzek motioned based on staff review & recommendation to adopt the resolution 19.51 approving the transfer of certain funds for the Town of White Bear. McCune seconded. Ayes all.

FUND BALANCE CLASSIFICATIONS – APPROVE: The Town Finance Officer reported that this is standard protocol for the Government Accounting Standards Board (GASB). More information is on pages 250-252 of the packet. Kelly went through the funds listed on page 251 and explained the categories. It was noted that these classifications haven't changed much, except in certain changes due to the land value in the EDA fund.

McCune moved based on staff review & recommendation to approve the Fund Balance Classifications as set out in the memo. Ruzek seconded. Ayes all.

ELECTRICAL INSPECTION SERVICES: 1) APPROVE CONTRACT WITH TOKEL INSPECTIONS, INC. – APPROVE ORDINANCE NO. 54 (FEES & CHANGES) ELECTRICAL FEE AMENDMENT – 3) ADOPT RESOLUTION ESTABLISHING THE ELECTRICAL PERMIT FEES:

The Town Finance Officer reported that due to the Town's Electrical Inspector retiring at the end of the year, the Town posted an RFP in order to fill the position. The previous inspector recommended Tokel Inspections, Inc. Tokel performs inspections in Vadnais Heights, Arden Hills, Shoreview, Roseville, and other surrounding communities.

It was noted by the Town Attorney that this agreement should be approved contingent upon a few things. In subparagraph (b) above "files" regarding data files as recommended in chapter 13 of the Minnesota state statute, changing "city" to "town" of White Bear; among other things like address and business phone number. The Town Attorney suggested approving the contract subject to final approval based on adjusted and formatted contract.

It was noted that Tokel has 3 inspectors with him, while the previous Electrical Inspector was a single individual. It was the consensus that this is a unique case in which the Town does not need to receive more than one response to the RFP. It was noted that the Town should have documentation on the 3 other inspectors with Tokel.

**MINUTES
TOWN BOARD MEETING
DECEMBER 16, 2019**

Based on staff review & recommendation Ruzek moved to approve the White Bear Township Consultant Services Agreement in the supplement with Tokel Inspections, Inc. effective January 1, 2020 & to continue until terminated by either party upon a 45-day written notice, subject to final attorney approval. McCune seconded. Ayes all.

Based on staff review & recommendation Ruzek moved to approve amendment to Section 2-5 of Ordinance No. 54 (Fees & Charges) which will establish the electrical permit fees by Town Board resolution. This change will allow the Township to make any changes to the fees easily without unnecessary publication fees moving forward. McCune seconded. Ayes all.

Based on staff review & recommendation Ruzek moved to adopt resolution establishing the Electrical Permit Fees in the Town of White Bear. McCune seconded. Ayes all.

ADDED AGENDA ITEMS: There were no added agenda items.

OPEN TIME: There was no one 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 8:28 p.m. Ruzek seconded. Ayes all.

Respectfully Submitted,

Patrick Christopherson
Town Clerk-Treasurer

Approved as Official Meeting Minutes

Town Board Supervisor

Date



**Organizational & Regular
Town Board Meeting
January 6, 2020**

Agenda Number: 5.A – Consent Agenda

Organizational Appointments

Subject: Town Board Appointments:

Chair	Ed Prudhon
Vice-Chair	Steve Ruzek
Clerk-Treasurer	Patrick Christopherson
Deputy Clerk (Appointed by Clerk)	Patti Walstad
Finance Officer/Deputy Treasurer	Tom Kelly

Documentation: None

Action / Motion for Consideration:

Appoint Chair / Vice-Chair / Clerk-Treasurer / Finance Officer/Deputy Treasurer for 2020

Minutes
Town Board Organizational Meeting
January 7, 2019

ORGANIZATIONAL MEETING: TOWN BOARD APPOINTMENTS; A) CHAIR / VICE CHAIR; B) CLERK-TREASURER; C) FINANCE OFFICER / DEPUTY TREASURER: Chair: Ruzek moved to appoint Ed Prudhon as Town Board Chair for the coming year. McCune seconded. Ayes all.

Town Board Vice Chair: Prudhon moved to appoint Steve Ruzek as Town Board Vice Chair for the coming year. McCune seconded. Ayes all.

Clerk-Treasurer: Ruzek moved to appoint Patrick Christopherson as the Town's Clerk-Treasurer for the coming year subsequent to the six (6) month probationary period. McCune seconded. Ayes all.

Finance Office \ Deputy Treasurer: Ruzek moved to appoint Tom Kelly as the Town's Finance Officer / Deputy Treasurer for the coming year. McCune seconded. Ayes all.



**Organizational & Regular
Town Board Meeting
January 6, 2020**

Agenda Number: 5.B – Consent Agenda

Organizational Appointments

Subject: Township Officials:

Building Official/Code Enforcement/
Compliance Official
Hearing Officer

Economic Development Coordinator
Public Works Director
Town Planner
Fire Marshall/Fire Chief
Assistant Weed & Tree Inspectors

Mike Johnson
Hon. Harry Crump
(Administrative Fines)
Patrick Christopherson
Dale Reed
Tom Riedesel
Greg Peterson
Tom Riedesel
Pete Tholen
Paul Peltier

Documentation: None

Action / Motion for Consideration:

Appoint a Building Official/Code Enforcement/Compliance Official / Hearing Officer / Economic Development Coordinator / Public Works Director / Town Planner / Fire Marshall/Fire Chief / Assistant Weed & Tree Inspectors for 2020

Minutes
Town Board Organizational Meeting
January 7, 2019

TOWNSHIP OFFICIALS: A) BUILDING OFFICIAL / CODE ENFORCEMENT OFFICER / COMPLIANCE OFFICER; B) HEARING OFFICER; C) ECONOMIC DEVELOPMENT COORDINATOR; D) PUBLIC WORKS DIRECTOR; E) TOWN PLANNER; F) FIRE MARSHALL / FIRE CHIEF; G) ASSISTANT WEED & TREE INSPECTORS: Township Officials: Building Official / Code Enforcement Officer / Compliance Official: Ruzek moved to appoint Mike Johnson as

Building Official / Code Enforcement Officer / Compliance Official for the coming year. McCune seconded. Ayes all.

Hearing Officer: Ruzek moved to appoint Honorable Harry Crump as Hearing Officer for Administrative Fines for the coming year. McCune seconded. Ayes all.

Economic Development Coordinator: Ruzek moved to appoint Patrick Christopherson as Economic Development Coordinator for the coming year. McCune seconded. Ayes all.

Public Works Director: Ruzek moved to appoint Dale Reed as Public Works Director for the coming year. McCune seconded. Ayes all.

Planner: Ruzek moved to appoint Tom Riedesel as Town Planner for the coming year. McCune seconded. Ayes all.

Fire Marshall / Fire Chief: Ruzek moved to appoint Greg Peterson (White Bear Lake Fire Department) as Fire Marshall / Fire Chief for the coming year. McCune seconded. Ayes all.

Assistant Weed & Tree Inspectors: Ruzek moved to appoint Tom Riedesel, Pete Tholen, and Paul Peltier as Assistant Weed & Tree Inspectors for the coming year. McCune seconded. Ayes all.



**Organizational & Regular
Town Board Meeting
January 6, 2020**

Agenda Number: 5.C – Consent Agenda

Organizational Appointments

Subject: Advisory Commission Liaisons:

Park Board Liaison	Steve Ruzek
Planning Commission Liaison	Steve Ruzek
Utility Commission Liaison	Scott McCune
Public Safety Commission Liaison	Scott McCune
Economic Development Advisory Board Liaison	Ed Prudhon

Documentation: None

Action / Motion for Consideration:

Appoint Liaisons to the Park Board / Planning Commission / Utility Commission / Public Safety Commission / Economic Development Advisory Board for 2020

Minutes
Town Board Organizational Meeting
January 7, 2019

ADVISORY COMMISSION LIAISONS: Prudhon moved to appoint Steve Ruzek as Park Board liaison for the coming year. McCune seconded. Ayes all.

Prudhon moved to appoint Steve Ruzek as Planning Commission liaison for the coming year. McCune seconded. Ayes all.

Prudhon moved to appoint Scott McCune as Utility Commission liaison for the coming year. Ruzek seconded. Ayes all.

Ruzek moved to appoint Scott McCune as Public Safety Commission liaison for the coming year. Prudhon seconded. Ayes all.

Ruzek moved to appoint Ed Prudhon as Economic Development Advisory Board liaison for the coming year. McCune seconded. Ayes all.



**Organizational & Regular
Town Board Meeting
January 6, 2020**

Agenda Number: 5.D – Consent Agenda

Organizational Appointments

Subject: Representatives to Organizations:	
Ramsey County League of Local Govts. Alternate	Steve Ruzek Patrick Christopherson
MN Association of Townships Alternate	Steve Ruzek Patrick Christopherson
Vadnais Lake Area Water Management Organization – Board of Directors Alternate	Ed Prudhon Scott McCune
Vadnais Lake Area Water Management Technical Committee Staff Alternate	Paul Duxbury Tom Riedesel
Ramsey/Washington County Cable Comm. Alternate	Ron Denn Luke Michaud
White Bear Area Chamber of Commerce Alternate	Steve Ruzek Patrick Christopherson
Rush Line Corridor Staff Alternate	Scott McCune Tom Riedesel
Northeast Youth & Family Services	Scott McCune

Documentation: None

Action / Motion for Consideration:

Appoint Representatives to Organizations for 2020

REPRESENTATIVES TO ORGANIZATIONS: Prudhon moved to appoint Steve Ruzek as the Town's primary representative and Patrick Christopherson as alternate to the Ramsey County League of Local Governments for the coming year. McCune seconded. Ayes all.

Prudhon moved to appoint Steve Ruzek as the Town's primary representative and Patrick Christopherson as alternate representative to the Minnesota Association of Townships for the coming year. McCune seconded. Ayes all.

Ruzek moved to appoint Ed Prudhon as the Town's primary representative and Scott McCune as alternate to the Vadnais Lakes Area Water Management Organization Board of Directors. McCune seconded. Ayes all.

Ruzek moved to appoint Paul Duxbury as the Town's primary representative and Tom Riedesel as staff alternate to the Vadnais Lakes Area Water Management Organization Technical Committee for the coming year. McCune seconded. Ayes all.

Ruzek moved to appoint Ron Denn as the Town's primary representative and Luke Michaud as alternate representative to the Ramsey/Washington County Cable Commission for the coming year. McCune seconded. Ayes all.

Prudhon moved to appoint Steve Ruzek as the Town's primary representative and Patrick Christopherson as alternate representative to the White Bear Area Chamber of Commerce for the coming year. McCune seconded. Ayes all.

Prudhon moved to appoint Scott McCune as the Town's primary representative and Tom Riedesel as staff alternate to the Rush Line Corridor for the coming year. Ruzek seconded. Ayes all.

It was noted that Diane Longville and Bryan DeSmet are the Town's representatives to the White Bear Lake Conservation District Board of Directors. They are elected for three year terms. Their terms expire in 2020.



**Organizational & Regular
Town Board Meeting
January 7, 2019**

Agenda Number: 5.E – Consent Agenda

Organizational Appointments

Subject: Professional Services Appointments:

Town Attorney	Chad D. Lemmons, Patrick J. Kelly, Asst. Atty., Kelly & Lemmons P.A.
Town Prosecutor	Caroline Bell Beckman, Kari Quinn, Asst. Atty., Erickson, Bell, Beckman & Quinn P.A.
Town Engineer	Jim Studenski & Larry Poppler, TKDA & Assoc.
Town Auditor	James H. Eichten, PCA Malloy, Montague, Karnowski, Radosevich & Co., P.A
Financial & Bonding Advisors	Paul Steinman Baker Tilly Municipal Advisors
Environmental/Scientists/Traffic/ Transportation Consultants	Brad Woznak Short, Elliott, Hendrickson
Animal Control Officer	Officer Mario Lee Ramsey County Sheriff's Office
Electrical Inspector	Pete Tokle Tokle Inspections
Recording Secretary	Megan Cavanaugh
Cable Technician	Lisa Senopole
Town Arborist	S & S Tree Service
Town Veterinarians	Dr. Amy Kruchowski &

Dr. Shelly Langlie
Lake Animal Hospital

Documentation: Reappointment letter from Town Attorney / Town Engineer

Action / Motion for Consideration:

Appoint a Town Attorney / Town Engineer / Town Auditor / Financial & Bonding Advisors / Environmental Consultants / Animal Control Officer / Electrical Inspector / Recording Secretary / Cable Technician / Town Veterinarians for 2020

Minutes
Town Board Organizational Meeting
January 7, 2019

PROFESSIONAL SERVICE APPOINTMENTS: A) TOWN ATTORNEY; B) TOWN ENGINEER; C) TOWN AUDITOR; D) FINANCIAL & BONDING ADVISORS; E) ENVIRONMENTAL CONSULTANTS; F) ANIMAL CONTROL OFFICER; G) ELECTRICAL INSPECTOR; H) RECORDING SECRETARY; I) CABLE TECHNICIAN; J) TOWN ARBORIST; K) TOWN VETERINARIANS: Ruzek moved to appoint Chad D. Lemmons, Attorney, Patrick J Kelly, Assistant Attorney, Kelly & Lemmons, P. A. as Town Attorneys for the coming year. McCune seconded. Ayes all.

Ruzek moved to appoint Jim Studenski & Larry Poppler, TKDA & Associates as the Town Engineers for the coming year. McCune seconded. Ayes all.

Ruzek moved to appoint Caroline Bell Beckman, Kari Quinn (assistant), Erickson, Bell, Beckman & Quinn P.A. as Town Prosecutors for the coming year. McCune seconded. Ayes all.

Ruzek moved to appoint Chris Knopik, Clifton Larsen Allen LLP as the Town Auditor for the coming year. McCune seconded. Ayes all.

Ruzek moved to appoint Terri Heaton, Springsted, Inc., as Financial & Bonding Advisors for the coming year. McCune seconded. Ayes all.

Ruzek moved to appoint Brad Woznak, Short, Elliot, Hendrickson, as the Town's Environmental Consultants / Scientists / Traffic / Transportation Consultants for the coming year. McCune seconded. Ayes all.

Ruzek moved to appoint Officer Mario Lee, Ramsey County Sheriff's Office as the Town's Animal Control Officer for the coming year. McCune seconded. Ayes all.

Ruzek moved to appoint Jim Manteufel, Summit Inspections, as the Town's Electrical Inspector for the coming year. McCune seconded. Ayes all.

Ruzek moved to appoint Joan Clemens and Megan Cavanaugh as the Town's Recording Secretary for the coming year. McCune seconded. Ayes all.

Ruzek moved to appoint Lisa Senopole as the Town's Cable Technician for the coming year. McCune seconded. Ayes all.

Ruzek moved to appoint Dr. Amy Kruchowski & Dr. Shelly Langlie, Lake Animal Hospital, as the Town Veterinarians for the coming year. McCune seconded. Ayes all.

Town Arborist was not included, however it was noted that there is one, and will officially be appointed at the January 23, 2019 Town Board Meeting.

Kelly & Lemmons, P.A.
ATTORNEYS AT LAW

• Patrick J. Kelly
pkelly@kellyandlemmons.com

Licensed in Minnesota and Wisconsin

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

January 2, 2020

VIA EMAIL

RE: Letter of Appointment

Dear Board of Supervisors:

I am writing at this time to advise that we would again like to be appointed as the attorneys for the Town Board of the Township of White Bear for the next fiscal year. I and Chad D. Lemmons will be acting as co-town attorneys.

Kelly & Lemmons is familiar with the Town's background, both past and current business, and we are familiar with the general and special Minnesota Statutes and laws affecting the Town. Please be advised that our hourly rate has remained the same for over fifteen years. We are excited and honored to be working with Town staff and we look forward to continuing our excellent relationship with Town staff and Town Board.

On behalf of our firm, thank you for your consideration.

Respectfully yours,

KELLY & LEMMONS, P.A.

/s/ Patrick J. Kelly

Patrick J. Kelly

PJK:ran



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

January 2, 2020

Honorable Chairman and Town Board
White Bear Township, Minnesota

Re: 2020 Annual Appointment of Town Engineer
White Bear Township, Minnesota

Dear Board Members:

The Town Board annually considers the appointment of the engineering consultant for the upcoming year.

Since 1976, TKDA has provided engineering services for the Town in a professional, timely and cost-effective manner. This has been performed at a level commensurate with the desires of White Bear Township. We meet weekly with staff to discuss the projects status.

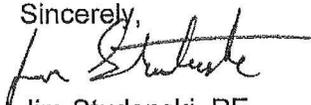
We recognize that the cost and value of Professional Services are important concerns for our clients. TKDA works closely with the Town's staff on an as-needed basis. TKDA would like to continue providing those services as your Town Engineer in the year 2020.

TKDA provides services to the Town on an hourly rate based upon the actual salaries of the engineers or technicians working on the specific project or task. There is no retainer or other monthly fee.

We do understand the financial challenges that the Township and its residents face. We have done our best to hold the line on our rates and adjust to the economy.

There is no contract change for 2020. I will continue to be your primary contact person along with Larry Poppler as the Principal in Charge.

Larry can attend the January 6th Town Board Meeting if there are any questions.

Sincerely,

Jim Studenski, PE



**Organizational & Regular
Town Board Meeting
January 6, 2020**

Agenda Number: 5.F – Consent Agenda

Subject: Roberts Rules of Order – Adopt as Rules of Conduct for Meetings

Documentation: None

Action / Motion for Consideration:

Adopt Roberts Rules of Order as the Official Rules of Conduct for Town Board Meetings and Appoint the Town Attorney as the Parliamentarian for the Town Board Meetings

Minutes
Town Board Organizational Meeting
January 7, 2019

ROBERTS RULES OF ORDER – ADOPT AS RULES OF CONDUCT FOR MEETINGS: Ruzek moved to adopt Roberts Rules of Order as the Official Rules of Conduct for Town Board Meetings and appoint the Town Attorney as Parliamentarian for the Town Board Meetings. McCune seconded. Ayes all.



**Organizational & Regular
Town Board Meeting
January 6, 2020**

Agenda Number: 5.G – Consent Agenda

Subject: **Official Posting Places** – Designate the Town Administrative Offices, Heritage Hall, Well #6, Bellaire Park & Glider Park as the Official Posting Places

Documentation: None

Action / Motion for Consideration:

Designate the Following Places as the Township's Official Legal Posting Places:

- Township Administrative Office, 1281 Hammond Road
- Heritage Hall, 4200 Otter Lake Road
- Bellaire Park, 2560 County Road F
- Glider Park, 2626 Suzanne Circle
- Well No. 6, 2525 Buffalo Street

Minutes
Town Board Organizational Meeting
January 7, 2019

OFFICIAL POSTING PLACES – DESIGNATE POSTING PLACES: Ruzek moved to designate the following places as the Township's official legal posting places: Township Administrative Offices, 1281 Hammond Avenue; Heritage Hall, 4200 Otter Lake Road; Bellaire Park, 2560 County Road F; Glider Park, 2626 Suzanne Circle; Well No. 6, 2525 Buffalo Street. McCune seconded. Ayes all.



**Organizational & Regular
Town Board Meeting
January 6, 2020**

Agenda Number: 5.H – Consent Agenda

Subject: Official Newspaper – Designate Press Publications - White Bear Press as the Official Newspaper

Documentation: Press Publications Letter

Action / Motion for Consideration:

Designate the White Bear Press as the Official Newspaper for the Township for 2020

Minutes
Town Board Organizational Meeting
January 7, 2019

OFFICIAL NEWSPAPER – DESIGNATE OFFICIAL NEWSPAPER: Ruzek moved to designate the White Bear Press as the Official Newspaper for the Township for 2019. McCune seconded. Ayes all.



4779 Bloom Ave., White Bear Lake, MN 55110 • Phone: (651) 407-1200 • Fax: (651) 429-1242

December 3, 2019

Town Board
Town of White Bear
Attn: Ms. Patti Walstad
1281 Hammond Road
White Bear Lake, MN 55110

DEC 06 2019

Dear Board Members:

Please present to the voters in the Town of White Bear our interest in having the *White Bear Press* designated as the official newspaper for the township in 2020.

We meet all the legal publication requirements under state statutes. Our circulation is audited by Verified Audit Circulation, an independent firm.

We offer submittal of legal notices by mail, fax at (651) 429-1242, or e-mail to: legals@presspubs.com - clearly labeling them as "Legal Notices."

There will be a slight increase in the rate for your legal notices this year due to increased cost of health care and paper. We are asking for \$18.76 per column inch, in 7-point type at 9-lines per inch.

The rate for publishing condensed minutes of the town board will remain at \$11.34 per column inch.

Our deadline for legal notices is Thursday by 5:00 p.m. for the following Wednesday's publication. We will do our best to try to accommodate a notice that would be submitted after deadline if we are advised by email and a phone call by the deadline.

We enjoy working with you and your staff and look forward to being of service to the township.

Sincerely,

Lisa Graber
Legal Notice Coordinator

LG:ic

Misc: WhiteBearTownship2020.doc

Your Best Source For Community Information

www.presspubs.com

White Bear Press • Vadnais Heights Press • Quad Community Press • Shoreview Press • The Citizen • The Lowdown • North Oaks News
ppinfo@presspubs.com news@presspubs.com circ@presspubs.com marketing@presspubs.com artmanager@presspubs.com



**Organizational & Regular
Town Board Meeting
January 6, 2020**

Agenda Number: 5.1 – Consent Agenda

Subject: Establish Meeting Dates –

- 1) Town Board Meetings 1st & 3rd Mondays of each Month Beginning at 7:00 p.m. at Heritage Hall, 4200 Otter Lake Road Unless Otherwise Designated;
- 2) Town Board Executive Meetings the 4th Friday of each Month Beginning at 11:00 a.m. at the Township Administrative Office Unless Otherwise Designated.

Documentation: None

Action / Motion for Consideration:

Establish Meeting Dates –

- 1) Town Board Meetings 1st & 3rd Mondays of each Month Beginning at 7:00 p.m. at Heritage Hall, 4200 Otter Lake Road Unless Otherwise Designated;
- 2) Town Board Executive Meetings the 4th Friday of each Month Beginning at 11:00 a.m. at the Township Administrative Office Unless Otherwise Designated.

Minutes
Town Board Organizational Meeting
January 7, 2019

ESTABLISH MEETING DATES – TOWN BOARD / RATIFY EDA MEETING DATES: Ruzek moved to set the first Monday of each month as the Regular Town Board Meeting date, and to set the third Monday as the Special Town Board Meeting date (unless otherwise designated by the Town Board), with meetings to be held at Heritage Hall, 4200 Otter Lake Road, starting at 7:00 p.m.; to set the fourth Friday of each month as the date for the Town Board Executive Meeting (unless otherwise designated by the Town Board), with meetings to be held at the Township Administrative Offices, 1281 Hammond Road, beginning at 11:00 a.m.; ratify the EDA action to set the third Monday of each month as the regular meeting date for the Economic Development Authority Meetings (unless otherwise designated

by the Town Board), to be held at Heritage Hall, 4200 Otter Lake Road, beginning at 6:40 p.m. McCune seconded. Ayes all.



**Organizational & Regular
Town Board Meeting
January 6, 2020**

Agenda Number: 5.J

Subject: Advisory Boards / Commission Members / Service Providers – All Advisory Board, Commission Members & Service Providers are Recognized for their Outstanding Service to the Township

Documentation: Commission Member Lists

Action / Motion for Consideration:

All Advisory Board, Commission Members & Service Providers are Recognized for their Outstanding Service to the Township

**Minutes
Town Board Organizational Meeting
January 7, 2019**

ADVISORY BOARDS / COMMISSION MEMBERS / SERVICE PROVIDERS – RECOGNIZE SERVICE: McCune recognized and thanked the individual Economic Development Advisory Board members as follows: Scott McCune, Paul Keleher, Beth Artner, Robert Scherman, Thomas Horak, Curt Brunner.

Ruzek recognized and thanked the following Park Board members: Erik Josephson, Scott Lombardi, Patricia Lee, Steve Reeves, Salena Koster, Curt Akenson.

Ruzek recognized and thanked the following Planning Commission members: Steve Swisher, Ronald Denn, Beth Artner, Zachary Flan, David Kotilinek, Bill Patrick, Monica Loes.

Prudhon recognized and thanked the following Public Safety Commission members: Stephen Lee, James Linn, Patrice Pozzini-Stedman, Sandra LeBlanc, Richard Brueckner, Janice Timmers, Connie Anderson, Mark Griffin (alternate).

McCune recognized and thanked the following Utility Commission members: Paul Groschen, Nancy Pehrson, Trent Bernstein, Dennis Deloach, Scott McCune, Sylvia Hesse, George Fredericks.

Prudhon recognized the following Township Public Service Providers: Ramsey County Sheriff's Office and the White Bear Lake Fire Department.

ECONOMIC DEVELOPMENT ADVISORY BOARD

COMMISSIONER

Ed Prudhon*
5435 Peterson Road
White Bear Township, MN 55127
651-429-6772 (home) 612-868-7669 (cell)
ed.prudhon@whitebear township.org

RECORDING SECRETARY

Megan Cavanaugh
1291 Sherburne Ave
St. Paul, MN 55104
507-329-5775 (cell)
mcavanaugh@blc.edu

ADVISOR

Patrick Christopherson*
651-747-2768 (office)
pat.christopherson@whitebear township.org

MEMBERS

Paul Keleher, Chair
4150 Hillaire Road
White Bear Township, MN 55110
651-429-4048 (home) 651-248-1552 (cell)
pjkele@msn.com

Term Expires: April 30, 2021

Appointed: 1/22/08 to fill an unexpired term
Reappointed: 8/17/09, 4/19/10, 7/7/12, 5/7/12,
5/1/15, 5/21/18

Thomas J. Horak, Vice Chair
2670 Bartylla Court
White Bear Township, MN 55110
651-699-4828 (home) 651-226-4150 (cell)
t.horak@comcast.net

Term Expires: April 30, 2020

Appointed: 11/17/08 to fill an unexpired term
Reappointed: 4/18/11, 4/21/14, 4/2017

Beth Artner*
5414 Bald Eagle Blvd E
White Bear Township, MN 55110
651-426-8160 (home) 651-503-4471 (cell)
beth.artner@mac.com

Term Expires: April 30, 2021

Appointed: 7/20/15
Reappointed: 5/7/18

Curt Akenson*
5731 Meadowview Drive
White Bear Township, MN 55110
651-429-3452 (home) 651-508-1348 (cell)
badgerake@hotmail.com

Term Expires: April 30, 2021

Appointed: 2/20/19 to fill an unexpired term
Reappointed:

Justin Stofferahn*
2682 Martin Way
612-594-1252 (cell)
justinstofferahn@gmail.com

Term Expires: April 30, 2021

Appointed: 2/20/19 to fill an unexpired term
Reappointed:

VACANT

Term Expires:

Appointed:
Reappointed:

Kent Brunner*
494 Carriage Lane
Hudson, WI 54016
651-762-4481 (work) 612-804-4209 (cell)
kbrunner@specialty mfg.com

Term Expires: April 30, 2022

Appointed: 4/16/18 to fill an unexpired term
Reappointed: 4/15/19

PARK BOARD

COMMISSIONER

Steve Ruzek*
5529 Fisher Court
White Bear Township, MN 55110
651-247-3673
steve.ruzek@whitebeartownship.org

RECORDING SECRETARY

Megan Cavanaugh
1291 Sherburne Ave
St. Paul, MN 55104
507-329-5775 (cell)
mcavanaugh@blc.edu

ADVISOR

Tom Riedesel
651-747-2761 (office) 651-261-2706 (cell)
tom.riedesel@whitebeartownship.org

ADVISOR

Dale Reed, Public Works Director
651-747-2777 (office) 651-775-4295 (cell)
dale.reed@whitebeartownship.org

MEMBERS

Curt Akenson*
5731 Meadowview Drive
White Bear Township, MN 55110
651-429-3452 (home) 651-508-1348(cell)
badgerake@hotmail.com

Term Expires: April 30, 2022

Appointed: 6/4/18 to fill unexpired term
Reappointed: 4/15/2019

Erik Josephson*
5445 Williams Ave
White Bear Township, MN 55110
703-859-4054 (cell)
erjosephson@gmail.com

Term Expires: April 30, 2021

Appointed: 1/3/2018
Reappointed: 5/7/18

Scott Lombardi* (Chair)
5471 Franklin Ave
White Bear Township, MN 55110
651-274-1594 (cell)
scottlombardi81@gmail.com

Term Expires: April 30, 2021

Appointed: 3/2/15
Reappointed: 5/7/18

Patricia Lee
1737 Pioneer Lane
White Bear Township, MN 55110
651-426-3652 (home) 651-271-9941 (cell)
leepatricia1950@aol.com

Term Expires: April 30, 2022

Appointed: 7/16/01
Reappointed: 9/20/04, 2007, 4/19/10, 6/3/13,
6/6/16, 4/15/19

Steve Reeves*
5341 Cedarwood Court
White Bear Township, MN 55110
651-755-6072 (cell)
reeves23@comcast.net

Term Expires: April 30, 2021

Appointed: 1/23/17 to fill unexpired term
Reappointed: 5/7/18

Salena Koster* (Vice Chair)
3991 Lakewood Ave
White Bear Township, MN 55110
651-431-0326 (cell)
salena.koster@gmail.com

Term Expires: April 30, 2022

Appointed: 3/6/17 to fill unexpired term
Reappointed: 4/15/19

Richard Sinclair*
5727 Otter View Trail
White Bear Township, MN 55110
651-387-9174 (cell) 952-854-8212
richardsinclair00001@gmail.com

Term Expires: April 30, 2021

Appointed: 2/20/19 to fill unexpired term
Reappointed:

E-mail Agenda to: jon.anderson@isd624.org

Paper Copy

* Dropbox

PLANNING COMMISSION

COMMISSIONER

Steve Ruzek*
5529 Fisher Court
White Bear Township, MN 55110
651-247-3673
steve.ruzek@whitebear township.org

RECORDING SECRETARY

Megan Cavanaugh
1291 Sherburne Ave
St. Paul, MN 55104
507-329-5775 (cell)
mcavanaugh@blc.edu

ADVISOR

Tom Riedesel
651-747-2761 (office) 651-261-2706 (cell)
tom.riedesel@whitebear township.org

MEMBERS

Steve Swisher
1210 Pond View Lane
White Bear Township, MN 55110
612-916-1229 (cell) 612-999-2348 (work)
steve.swisher@yahoo.com

Term Expires: April 30, 2021

Appointed: 1/3/2018
Reappointed: 5/7/18

Ronald Denn*, Chair (7/20/15)
5655 Portland Avenue
White Bear Township, MN 55110
612-859-4979 (cell)
rjdconst@aol.com

Term Expires: April 30, 2020

Appointed: 8/1/11
Reappointed: 5/5/14, 4/17/17
Vice Chair: 5/22/14

Beth Artner*
5414 Bald Eagle Blvd E
White Bear Township, MN 55110
651-426-8160 (home) 651-503-4471 (cell)
beth.artner@mac.com

Term Expires: April 30, 2021

Appointed: 8/3/98 to fill unexpired term
Reappointed: 4/30/00, 5/19/03, 7/5/06, 8/17/09,
6/4/12, 5/18/15, 5/7/18, 5/7/18
Chair: 6/4/12, 7/8/13

Zachary Flann*
4157 Bellaire Avenue
White Bear Township, MN 55110
763-443-0290 (cell) 612-278-7704 (work)
zflann@gmail.com or zflann@millerdunwiddie.com

Term Expires: April 30, 2020

Appointed: 4/18/16 to fill unexpired term
Reappointed: 4/17/17

David Kotilinek, Vice Chair (7/20/2015)
5245 Division Avenue
White Bear Township, MN 55110
651-426-0544 (home) 651-755-3246 (cell)
fkotilinek10@msn.com

Term Expires: April 30, 2022

Appointed: 8/1/11 to fill unexpired term
Reappointed: 7/8/13, 4/17/17, 4/15/19

Howard Blin
5392 Bald Eagle Blvd E
White Bear Township, MN 55110
651-328-0228 (cell)
howardblin@gmail.com

Term Expires: April 30, 2020

Appointed: 7/1/19 to fill unexpired term
Reappointed:

Monica Loes*
2634 Martin Way
White Bear Township, MN 55110
612-208-8808 (cell)
loes.monica@gmail.com

Term Expires: April 30, 2022

Appointed: 1/3/2018 to fill unexpired term
Reappointed: 4/15/19

PUBLIC SAFETY COMMISSION

COMMISSIONER

Scott McCune*
5250 Anderlie Lane
White Bear Township, MN 55110
651-470-8660 (cell) 612-436-6280 (work)
scott.mccune@whitebear township.org

RECORDING SECRETARY

Megan Cavanaugh
1291 Sherburne Ave
St. Paul, MN 55104
507-329-5775 (cell)
mcavanaugh@blc.edu

ADVISOR

Patrick Christopherson*
651-747-2768 (office)
pat.christopherson@whitebear township.org

MEMBERS

Stephen Lee, Chair
1737 Pioneer Lane
White Bear Township, MN 55110
651-426-3652 (home) 651-325-8118 (cell)
stevejp157@yahoo.com

Term Expires: April 30, 2022

Appointed: 8/21/95
Reappointed: 4/20/98, 4/16/01, 9/20/04, 5/21/07,
4/19/10, 5/7/12, 5/6/13, 6/6/16, 4/15/19

James Linn*, Vice Chair (4/18/11)
2642 Suzanne Circle
White Bear Township, MN 55110
651-653-8404 (home) 612-716-2131 (cell)
612-624-1205 (work) linnx002@umn.edu

Term Expires: April 30, 2020

Appointed: 12/20/04 to fill an unexpired term
Reappointed: 5/2/05, 5/19/08, 4/18/11, 4/14

Patrice Pozzini-Stedman*
2499 Taylor Avenue
White Bear Township, MN 55110
651-308-8958 (cell) 651-275-5006 (work)
ppstedman@hotmail.com

Term Expires: April 30, 2020

Appointed: 6/6/90
Reappointed: 5/1/96, 6/21/99, 10/21/02, 5/2/05,
5/19/08, 4/18/11, 4/14, 4/17

Sandra LeBlanc
5555 Fenway Court
White Bear Township, MN 55110
651-426-0746 (home) 612-868-4673 (cell)
keithleblanc@comcast.net

Term Expires: April 30, 2021

Appointed: 7/16/01 to fill unexpired term
Reappointed: 5/19/03, 7/5/06, 5/7/12, 5/18/15,
5/7/18

Richard Brueckner
4285 Pond View Court
White Bear Township, MN 55110
* 5481 Harrow Terrace, Sarasota, FL 34241
651-653-0353 (home) 651-448-0234 (cell)
941-927-3209 (winter home)

Term Expires: April 30, 2022

Appointed: 1/5/98
Reappointed: 4/20/98, 4/16/01, 9/20/04, 5/21/07,
4/19/10, 5/7/12, 5/6/13, 6/6/16, 4/15/19

Connie Anderson*
4701 Highway 61
White Bear Lake, MN 55110
651-429-2416 (home) 651-356-1953 (cell)
canderson@whitebearlake.org

Term Expires: April 30, 2022

Appointed: 2/22/16
Reappointed: 4/15/19

Mark Griffin
4359 Fisher Lane
White Bear Township, MN 55110
651-653-7512(home) 612-670-7139 (cell)
612-348-5318 (work) mvgriff@gmail.com or
mark.griffin@co.hennepin.mn.us
E-mail Agenda to: terry.soukkala@co.ramsey.mn.us

Term Expires: April 30, 2022

Appointed: 1/3/2018 to fill unexpired term
Reappointed: 4/15/19

Paper Copy * Winter Address (confirm dates in September)
* Dropbox

UTILITY COMMISSION

COMMISSIONER

Scott McCune*
5250 Anderlie Lane
White Bear Township, MN 55110
651-470-8660 (cell) 612-436-6280 (work)
scott.mccune@whitebear township.org

RECORDING SECRETARY

Megan Cavanaugh
1291 Sherburne Ave
St. Paul, MN 55104
507-329-5775 (cell)
mcavanaugh@blc.edu

ADVISOR

Patrick Christopherson*
651-747-2768 (office)
pat.christopherson@whitebear township.org

MEMBERS

Paul Groschen*, Chair (6/3/13)
2494 8th Street
White Bear Township, MN 55110
651-429-8696 (home) 651-400-0155 (cell)
763-551-7419 (work)
paul.groschen@selectcomfort.com

Term Expires: April 30, 2022

Appointed: 10/3/88 & 6/22/98
Reappointed: 7/16/01, 9/20/04, 6/18/07, 4/19/10,
6/3/13, 5/2/16, 4/15/19

Nancy C. Pehrson*, Vice-Chair (6/3/13)
5235 Bald Eagle Blvd W
White Bear Township, MN 55110
651-426-9521 (home) 612-321-5452 (work)
nancy.pehrson@centerpointenergy.com

Term Expires: April 30, 2022

Appointed: 4/30/95 to fill unexpired term
Reappointed: 3/4/96, 4/20/98, 7/16/01, 9/20/04,
6/18/07, 4/19/10, 6/3/13, 5/2/16, 4/15/19

Trent Bernstein
2580 Randy Avenue
White Bear Township, MN 55110
651-429-6014 (home) 651-329-9105 (cell)
952-925-7555 (work)
tbernstein@usfamily.net

Term Expires: April 30, 2020

Appointed: 5/16/11
Reappointed:

Dennis DeLoach
3903 Lakewood Avenue
White Bear Township, MN 55110
651-426-7306 (home)

Term Expires: April 30, 2020

Appointed: 6/20/11
Reappointed:

Sylvia Hesse
779 Gilfillan Court
White Bear Township, MN 55127
* 5949 Pelican Bay Plaza S Apt 1006
Gulfport, FL 33707
651-336-6220 (cell) **unlisted don't give out**
shesse@mac.com

Term Expires: April 30, 2021

Appointed: 3/3/03 to fill unexpired term
Reappointed: 5/19/03, 7/5/06, 8/17/09, 6/4/12,
7/20/15, 5/21/18

George Fredericks*
5958 Hobe Lane
White Bear Township, MN 55110
651-331-0105 (cell)
georgef@mnmechmpls.com

Term Expires: April 30, 2020

Appointed: 1/3/2018
Reappointed:

VACANT

Term Expires:

Appointed:
Reappointed:

Agenda Packets: Jim Studenski-as needed

* Winter Address (November - April)

Paper Copy * Dropbox



**Organizational & Regular
Town Board Meeting
January 6, 2020**

Agenda Number: 5.K – Consent Agenda

Subject: 2020 Utility Connection Charge – Approve the 2020 Utility Connection Charge

Documentation: TKDA Correspondence

Action / Motion for Consideration:

Receive Information / Discuss

Based on Town Board Review & Recommendation Adopt the 2020 Utility Connection Charge at \$19,900.00 for Sewer & Water & \$9,950.00 for Sewer Only or Water Only, Nothing That this is the Same as Last Year

**Minutes
Town Board Meeting
January 7, 2019**

CONSENT AGENDA: Ruzek moved to approve the Consent Agenda as follows: 7A) Approve Freezing Utility Connection Charge for 2019; McCune seconded. Ayes all.



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

December 20, 2019

Honorable Chairman and Town Board
White Bear Township, Minnesota

RE: Sewer and Water Connection Charge 2020
White Bear Township, Minnesota
TKDA Project No. 17127.000

Dear Board Members:

The Utility Connection Charge for 2018 and 2019 was \$19,900.

Each year the Board establishes the Utility Connection Fee for the upcoming year.

In 2000, the Town Board modified the Utility Connection Fee policy to use Project 99-5 (Anderson Lane) and 99-4 (Portland Avenue) as the baseline cost for utilities to more accurately reflect the cost of sewer and water as the last few areas of the Town are served.

The Connection Charge for 2019 was reviewed by the Utility Commission and recommended to the Town Board that the charge be held the same for 2020.

The Town Board reviewed the 2019 charge at their December 20th Town Board Executive meeting and agreed with no increase for the next year.

We recommend that the Utility Connection Charge remain the same at \$19,900 for 2020.

If sewer only or water only is desired, the individual connection charge would be one-half the above amount, which is \$9,950.00.

Sincerely,

A handwritten signature in black ink that reads "Jim Studenski".

Jim Studenski, PE
Town Engineer



**Organizational & Regular
Town Board Meeting
January 6, 2020**

Agenda Number: 5.L – Consent Agenda

Subject: **Northeast Youth & Family Services – Based on Finance Officer Review & Recommendation Approve the 2020 Agreement**

Documentation: Finance Officer Memo /
NYFS Correspondence & Agreement /
Quarterly Reports

Action / Motion for Consideration:

Receive Information / Discuss

Based on Finance Officer Review & Recommendation Approve the Agreement with Northeast Youth & Family Services for the Year 2020

Minutes
Town Board Meeting
January 7, 2019

CONSENT AGENDA: Ruzek moved to approve the Consent Agenda as follows: 7B) Approve 2019 Northeast Youth & Family Services Agreement; McCune seconded. Ayes all.

Consideration of Approving 2020 Contribution to NYFS. (TK)

A. REFERENCE AND BACKGROUND:

The Town has received a request from Northeast Youth & Family Services (NYFS) for 2020 funding. NYFS has combined operations with the White Bear Counseling Center in 2010. The funding request is for \$21,909. The Township included funding of \$21,909 in its 2020 budget for NYFS. In the past the Township has provided funding as follows:

2009	\$54,851	
2010	\$54,357	
2011	\$40,000	
2012	\$40,000	
2013	\$35,936	
2014	\$31,872	
2015	\$27,808	
2016	\$23,744	
2017	\$19,680	
2018	\$19,956	1.4% increase
2019	\$20,514	2.8% increase
2020	\$21,909	6.8% increase

A1. Budget Impact: The funding request is \$1,835 less than the 2016 amount but \$1,395 higher than 2019 and is included in the 2020 General Fund’s General Government Department’s budget.

A2. Staff Workload Impact: There is no staff impact for approving the request.

B. ALTERNATIVE ACTIONS:

1. Approve the 2020 funding request with NYFS.
2. Approve the 2020 funding of NYFS at some other amount than what was request by NYFS.
3. Do not approve the 2020 funding request with NYFS.

C. STAFF RECOMMENDATION:

1. Staff recommends alternative #1 for the approval of the 2020 funding request of \$21,909 for NYFS with funding from the General Government Budget of the General Fund.

D. SUPPORTING DATA:

Letter from Jerry Hromatka, President & CEO of NYFS.



Northeast Youth & Family Services
Transforming Lives

RECEIVED

DEC 23 2019

TO ARIAN WHITE CLAR

December 19, 2019

Patrick Christopherson
City Clerk/Treasurer
White Bear Township
1281 Hammond Road
White Bear Township, MN 55110

Dear Patrick,

Enclosed is the 2020 partnership agreement with Northeast Youth & Family Services. I have also included the addendum referenced in section III-B Services Provided and Exhibit A referenced in section III-D-2 Funding.

Please sign and return a fully executed copy of the agreement to me. You can either send a hard copy through the mail or a pdf electronically. Either way we need a copy in our files for our audit.

We appreciate our partnership with you and look forward to another year of working in concert to serve the residents of our community. I will reach out to you in early January about setting up our annual presentation to the council.

If you have any questions or need more information, please don't hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jerry Hromatka', written over a horizontal line.

Jerry Hromatka
President & CEO

AGREEMENT

I. PARTIES

This agreement is made and entered into by and between the White Bear Township of Minnesota ("Town") and Northeast Youth and Family Services ("NYFS").

II. RECITALS

- A. NYFS is a non-profit social service agency whose mission is to meet the unmet developmental needs of at-risk youth and families within their community environment with emphasis on providing services through collaboration and coordination with existing community resources. These services are available to youth and families residing in the northern suburbs of Ramsey County, including, but not limited to, the municipalities which are signatory to agreements which are identical to this Agreement ("participating municipalities") and students and families from Independent School Districts 621, 622, 623, 624, 282 and 832.
- B. Through this Agreement the Town intends to contract with NYFS to provide such services to its residents and to act as a sponsor of NYFS by providing financial support, a method to establish appropriate services to be provided and policy guidance for its activities.
- C. This Agreement shall be used as the formal agreement between NYFS and each of the participating municipalities. This Agreement is intended to continue the spirit of cooperation and collaboration in the provision of social services between the Town and NYFS.

III. TERMS AND CONDITIONS

In consideration of the mutual understandings of this Agreement, the parties hereby agree as follows:

- A. Prior Agreements Cancelled. By execution of this Agreement any prior agreements and amendments thereto between the parties are hereby cancelled, except as provided in F(9) of this Agreement.
- B. Services Provided. NYFS shall provide the Town and its residents with youth and family programs set forth in the Addendum attached hereto.
- C. Principles of Service and Program Establishment and Operations. On a yearly basis and prior to submission of its annual budget, as provided for hereafter, NYFS shall:

1. Report regarding proposed changes in services and programs to the Town; and
2. Establish a fair and open bidding/request for proposal (RFP) process to contract, manage or provide such services and programs, which are not directly provided by NYFS staff.

D. Funding

1. In addition to the participating municipalities' share of the annual budget, funds for the operation of NYFS will be raised by NYFS endeavoring to secure user fees, grants and appropriations from private organizations, the State of Minnesota, Federal and County agencies, and other legal and appropriate sources.
2. The Town shall pay annually to NYFS the base amount listed in Exhibit A. This base amount will be adjusted annually for inflation/deflation using the Standard Metropolitan Statistical Area Consumer Price Index for All Urban Consumers (CPI-U). Such adjustment shall not exceed plus or minus 3% in any year. Any adjustment in the payment beyond those indicated by reference to the CPI-U shall require approval of each of the participating municipalities.
3. Any new municipality joining into this agreement will pay a base amount annually to NYFS that is on par with the amount paid by current participating municipalities.
4. Amounts payable by the Town shall be paid to NYFS on or before January 30th of each year, or at a date mutually agreed upon by both parties, to cover the Town's share for that year.

E. Board of Directors. This agreement is contingent upon the Town having the right to a seat on the Board of Directors. The Board of Directors shall be limited to not more than 30 Board members.

F. Further Obligations of NYFS. In addition to the obligations set forth elsewhere in this Agreement, this Agreement is further contingent upon NYFS doing the following:

1. The Bylaws of NYFS shall be amended to add provisions requiring an open process for contracting services as provided for in paragraph C.2., above, and prohibiting NYFS from supporting or opposing individual candidates for election to public office in any of the participating municipalities; and adding the requirement that IRS 501.C3 status be maintained.

2. On or before June 30, of any year NYFS shall submit the proposed Town budgeted amount for the subsequent year.
 3. On or before November 30, of any year NYFS shall submit a written report to the Town including an Annual Report, the audited financial statement, and a program specific summary of services provided to the municipality; in addition, 30 days from the end of each calendar quarter, NYFS shall submit a written report to the participating municipality.
 4. Periodically advising the Town of services available through NYFS to the Town's residents;
 5. Establishing a sliding scale for services available through NYFS to the Town's residents and periodically advising the Town of such fees;
 6. Providing other reasonable information requested by the Town;
 7. Purchasing a policy of liability insurance in the amount of at least \$1,500,000.00, naming the Town as an additional insured and providing a copy of the insurance certificate evidencing such policy to the Town;
 8. Provide the Town with a copy of its Articles of Incorporation, Bylaws, Amendments thereto, and the IRS tax exempt status letter;
 9. NYFS shall defend and indemnify the Town from any and all claims or causes of actions brought against the Town of any matter arising out of this Agreement or the services provided pursuant to this Agreement, as well as past agreements between NYFS and Town and,
 10. Without the written approval of the Town, NYFS will not enter into any agreement with any other municipality which differs from the terms and conditions of this Agreement.
- G. Term. The term of this agreement will be through December 31, 2020. Unless either party gives at least 6 months written notice of its intent to cancel this Agreement effective December 31 of the year in which the notice is made, NYFS will continue to provide services to the Town under the same terms as set forth in this agreement.
- H. (A) Distribution of Assets Upon Dissolution.

If NYFS ceases to operate, the Board of Directors will do one of the following:

1. Give the assets to one or more non-profit agencies providing similar social services in the northern suburbs of Ramsey County; or,
2. Form a new Foundation to fund appropriate social service programming in the northern suburbs of Ramsey County.

The final Distribution of Assets Plan must be approved by the Ramsey County District Court.

(B) Deviation from the Mission.

If the Town determines that NYFS has materially deviated from its mission (See II. Recitals, A.), the Town may ask the NYFS Board of Directors to consider dissolving the agency and liquidating the assets. The Board will do one of the following:

1. Consider the request and by a majority vote deny it.
2. Consider the request and by a majority vote agree to modify the programs to be consistent with the mission.
3. Consider the request and by a majority vote agree with the request and move to dissolve the agency and liquidate the assets.

IN WITNESS WHEREOF, the parties have executed this Agreement on this date set forth below.

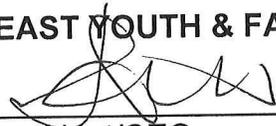
TOWN OF WHITE BEAR TOWNSHIP

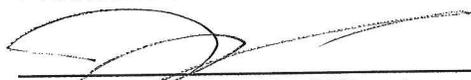
By: _____
Elected Official

Its: _____
Clerk/Manager

Dated: _____

NORTHEAST YOUTH & FAMILY SERVICES

By:  _____
President/CEO

Its:  _____
Chair of the Board of Directors

Dated: 12/19/2019

Northeast Youth & Family Services
Municipality Participation Figures

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
	2.1% increase CPI-U 6-14	.04% increase CPI-U 6-15	1.0% increase CPI-U 6/15	1.4% increase CPI-U 6/15	2.8% increase CPI-U 6/15	6.8% increase CPI-U 6/15
WB Tnship	27,808	23,744	19,680	19,956	20,514	21,909

Northeast Youth & Family Services

NYFS services fall into three categories: mental health services and youth development services and community case management services. By providing services in these areas within one agency, we can provide a continuum of care. This has proven beneficial because although mental health, youth development and community case management services have similar goals, their distinctions also complement each other.

Contracted Services

Mental Health Services:

- *Mental Health Counseling* – licensed mental health staff provide therapy for the emotional health of children, teens and adults.

Youth Development Services:

- *Youth Diversion* – a coordinated range of services for youth who have committed minor offenses (e.g. shoplifting, chemical/alcohol use, vandalism) to help them focus on positive behavior and prevent recidivism.
- *Senior Chore Program* – youth and other adults complete seasonal and household tasks to help seniors remain independent.

Non Contracted Services

Mental Health Services:

- *Northeast Educational & Therapeutic Services (NETS)* – provides therapy and academic support for youth in grades 6-12 with severe mental illnesses who can not function in traditional school environments.

Community Case Management Services:

- *Community Case Management* – helps households access and utilize resources to reduce stress.



Northeast Youth & Family Services
Transforming Lives

April 30, 2019

Patrick Christopherson, City Clerk/Treasurer
White Bear Township
1281 Hammond Road
White Bear Township, MN 55110

RECEIVED

MAY 10 2019

TOWN OF WHITE BEAR

Dear Patrick:

Part of the way we keep our municipal partners informed about services provided by Northeast Youth & Family Services (NYFS) to residents in your community is through quarterly reports.

Enclosed is a copy of a report outlining the services provided in 2019 through this most recent quarter. We also included the final report for 2018, now that our new information analyst has settled in and is caught up on work. Thanks for your patience.

Contract services are those outlined in our agreement. These services are assured to all community residents regardless of their ability to pay. Non-contract services represent those received by your residents through other programs at NYFS. Taken together, this report demonstrates how your partnership helps leverage resources for all services received by your residents. To compliment the hard statistics we like to provide a success story which brings those numbers to life.

If you have any questions about this report or would like to talk about any other aspect of our partnership please don't hesitate to contact me at jerry@nyfs.org or at 651-379-3404.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jerry Hromatka', written in a cursive style.

Jerry Hromatka
President & CEO

Shoreview Headquarters
3490 Lexington Ave. N.
Shoreview, MN 55126

phone 651-486-3808 fax 651-486-3858

www.nyfs.org

White Bear Lake Area Office
1280 N. Birch Lake Blvd.
White Bear Lake, MN 55110

phone 651-429-8544 fax 651-407-5301

City of White Bear Lake
Report Period: January 1, 2018 to December 31, 2018

The following is a brief report on Northeast Youth & Family Services' programs that directly affect the residents of your community. If you have any questions about this report, please call Jerry Hromatka, President & CEO, at (651) 379-3404.

Annual City Contract for Service 2018	\$39,575
Total cost of all services through December 31	\$210,684

(Please note that these numbers represent the actual cost of services provided, not what NYFS charges clients for these services. Because of your collaboration with NYFS, many of these services are offered free of charge or on a sliding-fee scale based on income.)

Services Provided	City Totals		
	# of Clients	Hours	Service Cost
Contracted Services			
Mental Health	129	1090	\$ 136,250.00
Diversion Services	68	515	\$ 20,580.00
Senior Chore			
Youth	6	717	\$ 17,936.25
Seniors	33	1038	\$ 25,943.75
Total for Contracted Services	236	3360	\$ 200,710.00

Non Contracted Services			
Northeast Educational & Therapeutic Services	2	144	\$ 9,343.75
Out-of-School Time	1	90.0	\$ 630.00
Totals for Non-contracted Services	3	234	\$ 9,973.75

Totals for all Individual Services	239	3593	\$ 210,683.75
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*In addition to services provided by NYFS Staff, as part of the Diversion Program, 58 youth provided 766 hours of community service valued at \$7660.

City of White Bear Lake
Report Period: January 1, 2019 to March 31, 2019

The following is a brief report on Northeast Youth & Family Services' programs that directly affect the residents of your community. If you have any questions about this report, please call Jerry Hromatka, President & CEO, at (651) 379-3404.

Annual City Contract for Service 2019	\$40,684
Total cost of all services through March 31	\$60,691

(Please note that these numbers represent the actual cost of services provided, not what NYFS charges clients for these services. Because of your collaboration with NYFS, many of these services are offered free of charge or on a sliding-fee scale based on income.)

Services Provided	City Totals		
	# of Clients	Hours	Service Cost
Contracted Services			
Mental Health	65	324	\$ 40,500.00
Diversion Services	17	72	\$ 2,880.00
Senior Chore			
Youth	6	87	\$ 2,168.75
Seniors	8	92	\$ 2,300.00
Total for Contracted Services	96	575	\$ 47,848.75

Non Contracted Services			
Northeast Educational & Therapeutic Services	2	187	\$ 12,184.25
Out-of-School Time	2	94.0	\$ 658.00
Totals for Non-contracted Services	4	281	\$ 12,842.25

Totals for all Individual Services	100	856	\$ 60,691.00
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*In addition to services provided by NYFS Staff, as part of the Diversion Program, 14 youth provided 186 hours of community service valued at \$1860.

Northeast Youth and Family Services Success Story

Diversion

Here is a story from last summer

A youth was sent to our Diversion program for a Disorderly Conduct charge for his behavioral issues at school, which included, yelling at teachers, encouraging negative classmates and damage to property. He was already attending an alternative learning school after being kicked out of his original school for similar behaviors. His negative school behavior was prolonged and encouraged by his classmates that were a negative influence and he got in more trouble encouraging their negative behaviors as well.

As this youth has been going through diversion, he has learned to talk through his issues, not cause disruptions in school, and does to not engage with negative friends. He stated he is able to find other ways to deal with his problems by checking his behavior, asking the teacher for help and not engaging with his negative influencing friends. When they start causing disruptions, he refocuses on his own work and what he needs to do. He is taking responsibility for his own behaviors and not trying to put himself in unnecessary situations.

Now that he is able to be a positive influence and control his own behavior, he will be able to attend his regular school in the fall of 2019. He is even taking summer classes to make sure he is all caught up with credits. He will be able to graduate on time since his previous issues made it difficult to pass all of his classes. He is also excited and motivated for going back to his regular school. He is making plans for studying and staying on task so that his grades allow him to play football.

On top of all this, he has been getting along at home better with his mom and siblings. He is being more of a positive influence and helping around the house. Previously he would not help around the house and didn't want to listen when his mom asked him to do something. He is going out of his way to have better communication and help his mom with his younger siblings. Overall, he is taking responsibility for his actions, changing his behaviors and how he reacts to situations that he doesn't agree with and is a positive influence for others.



July 31, 2019

Patrick Christopherson, City Clerk/Treasurer
White Bear Township
1281 Hammond Road
White Bear Township, MN 55110

RECEIVED

AUG 12 2019

TOWN OF WHITE BEAR

Dear Patrick:

Part of the way we keep our municipal partners informed about services provided by Northeast Youth & Family Services (NYFS) to residents in your community is through quarterly reports.

Enclosed is a copy of a report outlining the services provided in 2019 through this most recent quarter.

Contract services are those outlined in our agreement. These services are assured to all community residents regardless of their ability to pay. Non-contract services represent those received by your residents through other programs at NYFS. Taken together, this report demonstrates how your partnership helps leverage resources for all services received by your residents. To compliment the hard statistics we like to provide a success story which brings those numbers to life.

If you have any questions about this report or would like to talk about any other aspect of our partnership please don't hesitate to contact me at jerry@nyfs.org or at 651-379-3404.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jerry Hromatka', with a stylized flourish at the end.

Jerry Hromatka
President & CEO

City of White Bear Lake Township
Report Period: January 1, 2019 to June 30, 2019

The following is a brief report on Northeast Youth & Family Services' programs that directly affect the residents of your community. If you have any questions about this report, please call Jerry Hromatka, President & CEO, at (651) 379-3404.

Annual City Contract for Service 2019	\$20,514
Total cost of all services through June 30	\$5,800

(Please note that these numbers represent the actual cost of services provided, not what NYFS charges clients for these services. Because of your collaboration with NYFS, many of these services are offered free of charge or on a sliding-fee scale based on income.)

Services Provided	City Totals		
	# of Clients	Hours	Service Cost
Contracted Services			
Mental Health	9	36	\$ 4,500.00
Diversion Services	5	15	\$ 600.00
Senior Chore			
Seniors	4	28	\$ 700.00
Total for Contracted Services	18	79	\$ 5,800.00
Non Contracted Services			
Totals for Non-contracted Services	N/A	N/A	\$ -
Totals for all Individual Services	18	79	\$ 5,800.00

*In addition to services provided by NYFS Staff, as part of the Diversion Program, 1 youth provided 12 hours of community service valued at \$120.

NYFS Success story

A therapist started working with a severely depressed 8th grader several years ago. The girl experienced suicidal ideation as well as significant anxiety. The starting factor was probably the recent death of her grandmother, but it became depression in and of itself.

The girl was missing a lot of school due to depression and physical illness and was withdrawn from her friends. The therapist worked with the girl for 3 years. Besides being in therapy the girl started taking medication and participated in yoga and running, all of which were beneficial.

Now, as a high school junior, the girl is doing well in school, has friends, is on the student council, and in choir. She is taking all AP classes and is planning on majoring in pre-med in college.

RECEIVED
NOV 18 2019
TOWN OF WHITE BEAR

November 13, 2019

Patrick Christopherson, City Clerk/Treasurer
White Bear Township
1281 Hammond Road
White Bear Township, MN 55110

Dear Patrick:

Part of the way we keep our municipal partners informed about services provided by Northeast Youth & Family Services (NYFS) to residents in your community is through quarterly reports.

Enclosed is a copy of a report outlining the services provided in 2019 through this most recent quarter.

Contract services are those outlined in our agreement. These services are assured to all community residents regardless of their ability to pay. Non-contract services represent those received by your residents through other programs at NYFS. Taken together, this report demonstrates how your partnership helps leverage resources for all services received by your residents. To compliment the hard statistics we like to provide a success story which brings those numbers to life.

If you have any questions about this report or would like to talk about any other aspect of our partnership please don't hesitate to contact me at jerry@nyfs.org or at 651-379-3404.

Sincerely,



Jerry Hromatka
President & CEO

City of White Bear Lake Township
Report Period: January 1, 2019 to September 30, 2019

The following is a brief report on Northeast Youth & Family Services' programs that directly affect the residents of your community. If you have any questions about this report, please call Jerry Hromatka, President & CEO, at (651) 379-3404.

Annual City Contract for Service 2019	\$20,514
Total cost of all services through September 30	\$7,495

(Please note that these numbers represent the actual cost of services provided, not what NYFS charges clients for these services. Because of your collaboration with NYFS, many of these services are offered free of charge or on a sliding-fee scale based on income.)

Services Provided	City Totals		
	# of Clients	Hours	Service Cost
Contracted Services			
Mental Health	10	42	\$ 5,250.00
Diversion Services	6	18	\$ 720.00
Senior Chore			
Seniors	4	61	\$ 1,525.00
Total for Contracted Services	20	121	\$ 7,495.00

Non Contracted Services			
Totals for Non-contracted Services			\$ -

Totals for all Individual Services	20	121	\$ 7,495.00
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*In addition to services provided by NYFS Staff, as part of the Diversion Program, 3 youth provided 44 hours of community service valued at \$440.

Northeast Youth and Family Services Success Story

Outpatient Mental Health

A male high school student was referred to NYFS' Outpatient Mental Health Clinic because he was acting out in school. In the past, he had been a very polite student and his parents were worried. The therapist soon learned that the student was feeling like he was under an enormous amount of pressure to succeed and did not feel like he could confide in his parents.

The entire family then started counseling together. The student said he felt less anxiety and his relationship with his parents improved. Both parents also reported that their relationship with each other improved.



**Organizational & Regular
Town Board Meeting
January 6, 2020**

Agenda Number: 5.M – Consent Agenda

Subject: Bank Depository Designation – Based on Staff Review & Recommendation Designate Institutions Outlined in the Staff Memo & Adopt Resolution Designating Persons to Handle Township Bank Accounts

Documentation: Finance Officer Memo / Resolution Designating Persons to Handle Bank Accounts

Action / Motion for Consideration:

Receive Information / Discuss

As Recommended by the Town Finance Officer Designate US Bank White Bear Lake, 4700 Clark Avenue, White Bear Lake, Minnesota, as the Official depository for 2020

As Recommended by the Town Finance Officer Designate the Following Institutions to Handle Township Funds:

RBC Wealth Management
601 Carlson Parkway, Suite 500
Minnetonka, MN 55305

Flagship Community Bank
1048 Meadowlands Drive
White Bear Township, MN 55110

4M Fund
PMA Financial Network, Inc.
5301 Kyler Avenue NE, 2nd Floor
Albertville, MN 55301

North Star Bank
4661 Highway 61
White Bear Lake, MN 55110

UBS Financial Services, Inc.
Advisor and Brokerage Services
681 East Lake Street, Suite 354
Wayzata, MN 55391

First Resource Bank
1946 Washington Ave. S.
Stillwater, MN 55082

Lake Area Bank
1338 East Highway 96
White Bear Lake, MN 55109

Bremer Bank
4800 White Bear Parkway
White Bear Lake, MN 55110

Adopt Resolution Designating Persons to Handle Township Bank Accounts

McCune Moves

Ruzek Seconds

Minutes
Town Board Meeting
January 7, 2019

CONSENT AGENDA: Ruzek moved to approve the Consent Agenda as follows: 7G) Based on Staff Review & Recommendation, Designate Institutions Outlined in the Staff Memo Dated January 7, 2019 and Adopt Resolution Designating Persons to Handle Township Bank Accounts. McCune seconded. Ayes all.

Consideration of Designation of Town's Official Depository. (TK)

A. REFERENCE AND BACKGROUND:

US Bank White Bear Lake has been the Township's official depository since 2004. During 2007 the Township began utilizing a relationship that US Bank has with the 4M Fund whereby the US Bank account became a "sweep" account into the 4M Fund. This feature allows the checking account to be zeroed on a daily basis with any idle funds automatically transferred into the 4M Fund. Staff has been satisfied with US Bank's service and the relationship with the 4M Fund and therefore, it is staff's recommendation that the Town's official depository for 2020 be:

US Bank White Bear Lake
4700 Clark Avenue
White Bear Lake, MN 55110

In addition, the Town uses the following institutions for investment of the Town's idle funds for 2019:

RBC Wealth Management
601 Carlson Parkway, Suite 500
Minnetonka, MN 55305

Flagship Community Bank
1048 Meadowlands Drive
White Bear Township, MN 55110

4M Fund
PMA Financial Network, Inc.
5301 Kyler Avenue NE, 2nd Floor
Albertville, MN 55301

North Star Bank
4661 Highway 61
White Bear Lake, MN 55110

UBS Financial Services, Inc.
Advisor and Brokerage Services
681 East Lake Street, Suite 354
Wayzata, MN 55391

First Resource Bank
1946 Washington Ave. S.
Stillwater, MN 55082

Lake Area Bank
1338 East Highway 96
White Bear Lake, MN 55109

Bremer Bank
4800 White Bear Parkway
White Bear Lake, MN 55110

I include local banks on the list in order to take advantage of certificates of deposits (CD's) that local banks offer. While we do purchase CD's through the brokerage firms, these are generally CD's from banks that are located out-of-state. Local banks are currently not offering competitive rates, however we continue to watch for local opportunities. CD's purchased through local banks would be under the FDIC insured limit or sufficiently collateralized by the bank.

I would recommend the use of these firms and local area banks for the investment of idle funds for 2020. These firms and banks are aware of the Town's investment policy and have or will provide a Broker's Certification, which certifies they have read and will comply with that policy.

The Town's average interest rate is 2.965% and current yield is 2.623% on cash (money markets and checking) and investments of \$9,494,245.10 as of October 31, 2019.

A1. Budget Impact: The only budget impact is the amount of interest earnings which is budgeted as an estimate based on last year's average cash balances and estimated interest rates.

A2. Staff Workload Impact: There would be no staff workloads over and above staff time already spent on this activity.

B. ALTERNATIVE ACTIONS:

1. Approve the institutions listed above as investment institutions for the Town and US Bank White Bear Lake as official depository for banking services for 2020.
2. Approve the institutions listed above as investment institutions for the Town and US Bank White Bear Lake as official depository for banking services for 2020 with some changes.
3. Do not approve the institutions listed above as investment institutions for the Town and US Bank White Bear Lake as official depository for banking services for 2020.

C. STAFF RECOMMENDATION:

Staff recommends approving the institutions listed above as investment institutions for the Town and US Bank White Bear Lake as official depository for banking services for 2020.

D. SUPPORTING DATA:

None.

EXTRACT OF MINUTES OF A MEETING OF THE TOWN
BOARD OF THE TOWN OF WHITE BEAR, MINNESOTA,
HELD ON JANUARY 6, 2020

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 January 6, 2020, at 7:00 p.m.

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

Supervisor McCune introduced the following Resolution and moved its adoption:

**RESOLUTION DESIGNATING PERSONS
TO HANDLE TOWNSHIP BANK ACCOUNTS**

WHEREAS, the Town Board must designate certain persons to sign the checks for the Township,

AND WHEREAS, the Town Board must also designate certain persons who are eligible to sign the bank account cards at various financial institutions,

AND WHEREAS, the Town Board must also designate certain persons who are eligible to wire transfer funds from one financial institution to another,

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

1. The Town Clerk is hereby authorized to sign all checks related to Township payroll and all other checks shall be signed by both the Town Board Chair and the Town Clerk. In the event of the absence of the Town Board Chair, the Town Board Vice-Chair shall be authorized to sign the checks.
2. The Town Clerk, Town Board Chair, Town Vice-Chair and Town Finance Officer are hereby authorized to sign the bank account cards at various financial institutions, on behalf of the Township.
3. The Town Clerk, Town Board Chair, and Town Finance Officer are hereby authorized to wire transfer funds from one financial institution to another, on behalf of the Township.



**Organizational & Regular
Town Board Meeting
January 6, 2020**

Agenda Number: 5.N – Consent Agenda

**Subject: Columbus Day – Adopt Resolution Not Recognizing
Columbus Day as a Holiday**

Documentation: Resolution

Action / Motion for Consideration:

Receive Information / Discuss

Adopt Resolution Not Recognizing Columbus Day as a Holiday

McCune Moves

Ruzek Seconds

Minutes
Town Board Meeting
January 7, 2019

CONSENT AGENDA: Ruzek moved to approve the Consent Agenda as follows: 7H) Adopt Resolution Not Recognizing Columbus Day as a Holiday. McCune seconded. Ayes all.

EXTRACT OF MINUTES OF A MEETING OF THE TOWN
BOARD OF THE TOWN OF WHITE BEAR, MINNESOTA,
HELD ON JANUARY 6, 2020

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 January 6, 2020, at 7:00 p.m.

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

Supervisor McCune introduced the following Resolution and moved its adoption:

**RESOLUTION NOT RECOGNIZING
COLUMBUS DAY AS A HOLIDAY**

WHEREAS, Christopher Columbus Day (the second Monday in October), is a mandatory holiday,

AND WHEREAS, the Town Board has the option of designating Christopher Columbus Day as a holiday for White Bear Township,

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

That the Town Board of the Town of White Bear wishes to not recognize Christopher Columbus Day as a holiday.

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

That the Town Board of the Town of White Bear wishes to not recognize Christopher Columbus Day as a holiday.

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

Whereupon said Resolution was declared duly passed and adopted.

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

I, the undersigned, being the duly qualified and acting Clerk of the Town of White Bear, Minnesota, DO HEREBY CERTIFY, that I have carefully compared the attached and foregoing Extract of Minutes of a Regular meeting of the Town Board of the Town held on the 6th day of January, 2020, 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 not recognizing Christopher Columbus Day as a holiday.

WITNESS my hand as such Clerk and the Town Clerk's Seal this 6th day of January, 2020.

TOWN CLERK, TOWN OF WHITE BEAR, MINN.



**Organizational & Regular
Town Board Meeting
January 6, 2020**

Agenda Number: 5.0 – Consent Agenda

Subject: Friday After Thanksgiving – Adopt Resolution Recognizing the Friday After Thanksgiving as a Holiday

Documentation: Resolution

Action / Motion for Consideration:

Receive Information / Discuss

Adopt Resolution Recognizing the Friday After Thanksgiving as a Holiday

McCune Moves

Ruzek Seconds

**Minutes
Town Board Meeting
January 7, 2019**

CONSENT AGENDA: Ruzek moved to approve the Consent Agenda as follows: 7I) Adopt Resolution Recognizing the Friday After Thanksgiving as a Holiday. McCune seconded. Ayes all.

EXTRACT OF MINUTES OF A MEETING OF THE TOWN
BOARD OF THE TOWN OF WHITE BEAR, MINNESOTA,
HELD ON JANUARY 6, 2020

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 January 6, 2020, at 7:00 p.m.

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

Supervisor McCune introduced the following Resolution and moved its adoption:

**RESOLUTION RECOGNIZING THE FRIDAY
AFTER THANKSGIVING AS A HOLIDAY**

WHEREAS, the Friday after Thanksgiving is not a mandatory holiday,

AND WHEREAS, the Town Board may recognize the Friday after Thanksgiving as a holiday,

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

That the Town Board of the Town of White Bear hereby recognizes the Friday after Thanksgiving as a holiday.

The motion for the adoption of the foregoing Resolution was duly seconded by Supervisor McCune, and 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 Town held on the 6th day of January, 2020, 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 Recognizing the Friday after Thanksgiving as a holiday.

WITNESS my hand as such Clerk and the Town Clerk's Seal this 6th day of January, 2020.

TOWN CLERK, TOWN OF WHITE BEAR, MINN.



**Organizational & Regular
Town Board Meeting
January 6, 2020**

Agenda Number: 5.P – Consent Agenda

**Subject: I-35E Corridor – Adopt Resolution to Participate in the I-35E
Corridor Management Team for 2020**

Documentation: Resolution

Action / Motion for Consideration:

Receive Information / Discuss

**Adopt Resolution to Participate in the I-35E Corridor Management
Team for 2020**

McCune Moves

Ruzek Seconds

Minutes
Town Board Meeting
January 7, 2019

CONSENT AGENDA: Ruzek moved to approve the Consent Agenda as follows: 7J) Adopt Resolution to Participate in I-35E Corridor Management Team for 2019. McCune seconded. Ayes all.

EXTRACT OF MINUTES OF A MEETING OF THE TOWN
BOARD OF THE TOWN OF WHITE BEAR, MINNESOTA,
HELD ON JANUARY 6, 2020

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 January 6, 2020, at 7:00 p.m.

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

Supervisor McCune introduced the following Resolution and moved its adoption:

**RESOLUTION TO PARTICIPATE IN THE I-35E
CORRIDOR MANAGEMENT TEAM FOR 2020**

WHEREAS, the Town of White Bear partially funded and participated in the multi-jurisdictional study of the I-35E Corridor, and the on-going Corridor Management Team;

AND WHEREAS, the Town of White Bear has committed to continue participating as a member in the I-35E Corridor Management Team;

AND WHEREAS, the Corridor Management Team will continue to monitor and advise regarding the ongoing balance of land use and transportation within the I-35E Corridor;

AND WHEREAS, continued consultant services may be needed to assist the Corridor Management Team through Corridor Management meeting attendance, from time to time;

AND WHEREAS, at such time that consulting services is advised to assist the Corridor Management Team, the consultant shall not proceed to charge for service without approval from the Corridor Management Team and the member Cities and Township;

AND WHEREAS, the Corridor Management Team has participated with local units of government including the Cities of Vadnais Heights, White Bear Lake, North Oaks, Gem Lake and White Bear Township;



**Organizational & Regular
Town Board Meeting
January 6, 2020**

Agenda Number: 5.Q – Consent Agenda

Subject: 2020 Pay Scale - Approve

Documentation: Town Clerk Memo / 2020 Pay Scale

Action / Motion for Consideration:

Receive Information / Discuss

Approve 2020 Pay Scale for Staff

MEMORANDUM

TO: TOWN BOARD
FROM: PC
DATE: JANUARY 6, 2020

SUBJECT: Adjusted wage scale

It is recommended that the Town Board approve the new wage scale per our ongoing HR project to be reflective of current adjustments in our non-union and union wages for 2020.(attached) Please see the tabs on the spreadsheet that reflect the January 1 and July 1 adjustment dates.

Regards

PC

WHITE BEAR TOWNSHIP PROPOSED PAY GRADES 2019 - 2020

Grade	Evaluation Points		HOURLY STEPS										
	Minimum	Maximum	Level I	Level II	Level III	Level IV	Level V	Level VI	Level VII	Level VIII	Level IX	Level X	Level XI
			Start	.5 year	1 year	2 years	3 years	4 years	5 years	10 years	15 years	20 years	25 years
1	168	180	\$ 16.67	\$ 17.33	\$ 18.00	\$ 18.67	\$ 19.33	\$ 20.00	\$ 21.12	\$ 21.64	\$ 22.20	\$ 22.74	\$ 23.32
2	181	193	\$ 19.17	\$ 19.93	\$ 20.70	\$ 21.47	\$ 22.23	\$ 23.00	\$ 24.12	\$ 24.64	\$ 25.20	\$ 25.74	\$ 26.32
3	194	208	\$ 23.64	\$ 24.55	\$ 25.46	\$ 26.38	\$ 27.29	\$ 28.20	\$ 29.32	\$ 29.84	\$ 30.40	\$ 30.94	\$ 31.52
4	209	223	\$ 23.79	\$ 24.75	\$ 25.70	\$ 26.65	\$ 27.60	\$ 28.55	\$ 29.67	\$ 30.19	\$ 30.75	\$ 31.29	\$ 31.87
5	224	240	\$ 24.09	\$ 25.05	\$ 26.02	\$ 26.98	\$ 27.95	\$ 28.91	\$ 30.03	\$ 30.55	\$ 31.11	\$ 31.65	\$ 32.23
6	241	258	\$ 24.39	\$ 25.37	\$ 26.34	\$ 27.32	\$ 28.30	\$ 29.27	\$ 30.39	\$ 30.91	\$ 31.47	\$ 32.01	\$ 32.59
7	259	278	\$ 24.91	\$ 25.86	\$ 26.82	\$ 27.77	\$ 28.72	\$ 29.67	\$ 30.79	\$ 31.31	\$ 31.87	\$ 32.41	\$ 32.99
8	279	299	\$ 25.22	\$ 26.23	\$ 27.24	\$ 28.25	\$ 29.25	\$ 30.26	\$ 31.38	\$ 31.90	\$ 32.46	\$ 33.00	\$ 33.58
9	300	321	\$ 25.49	\$ 26.47	\$ 27.46	\$ 28.45	\$ 29.44	\$ 30.43	\$ 31.55	\$ 32.07	\$ 32.63	\$ 33.17	\$ 33.75
10	322	345	\$ 26.40	\$ 27.40	\$ 28.40	\$ 29.39	\$ 30.39	\$ 31.39	\$ 32.51	\$ 33.03	\$ 33.59	\$ 34.13	\$ 34.71
11	346	371	\$ 31.71	\$ 32.93	\$ 34.16	\$ 35.38	\$ 36.61	\$ 37.83	\$ 38.95	\$ 39.47	\$ 40.03	\$ 40.57	\$ 41.15
12	372	399	\$ 32.16	\$ 33.44	\$ 34.73	\$ 36.01	\$ 37.30	\$ 38.59	\$ 39.71	\$ 40.23	\$ 40.79	\$ 41.33	\$ 41.91
13	400	429	\$ 32.80	\$ 34.11	\$ 35.42	\$ 36.73	\$ 38.05	\$ 39.36	\$ 40.48	\$ 41.00	\$ 41.56	\$ 42.10	\$ 42.68
14	430	461	\$ 33.23	\$ 34.52	\$ 35.81	\$ 37.10	\$ 38.39	\$ 39.68	\$ 40.80	\$ 41.32	\$ 41.88	\$ 42.42	\$ 43.00
15	462	496	\$ 38.17	\$ 39.66	\$ 41.14	\$ 42.62	\$ 44.10	\$ 45.58	\$ 46.70	\$ 47.22	\$ 47.78	\$ 48.32	\$ 48.90
16	497	533	\$ 42.54	\$ 44.24	\$ 45.94	\$ 47.65	\$ 49.35	\$ 51.05	\$ 52.17	\$ 52.69	\$ 53.25	\$ 53.79	\$ 54.37
17	534	573	\$ 47.77	\$ 49.63	\$ 51.48	\$ 53.33	\$ 55.19	\$ 57.04	\$ 58.16	\$ 58.68	\$ 59.24	\$ 59.78	\$ 60.36
18	574	617	\$ 47.91	\$ 49.77	\$ 51.63	\$ 53.49	\$ 55.35	\$ 57.21	\$ 58.33	\$ 58.85	\$ 59.41	\$ 59.95	\$ 60.53
19	618	663	\$ 48.63	\$ 50.57	\$ 52.52	\$ 54.46	\$ 56.41	\$ 58.35	\$ 59.47	\$ 59.99	\$ 60.55	\$ 61.09	\$ 61.67
20	664	713	\$ 49.60	\$ 51.59	\$ 53.57	\$ 55.55	\$ 57.54	\$ 59.52	\$ 60.64	\$ 61.16	\$ 61.72	\$ 62.26	\$ 62.84
21	714	766	\$ 50.56	\$ 52.51	\$ 54.46	\$ 56.42	\$ 58.37	\$ 60.32	\$ 61.44	\$ 61.96	\$ 62.52	\$ 63.06	\$ 63.64
22	767	824	\$ 53.28	\$ 55.41	\$ 57.55	\$ 59.68	\$ 61.81	\$ 63.94	\$ 65.06	\$ 65.58	\$ 66.14	\$ 66.68	\$ 67.26
23	825	886	\$ 56.48	\$ 58.74	\$ 61.00	\$ 63.26	\$ 65.52	\$ 67.78	\$ 68.90	\$ 69.42	\$ 69.98	\$ 70.52	\$ 71.10

WHITE BEAR TOWNSHIP PROPOSED PAY GRADES JANUARY 1, 2020

Grade	Evaluation Points		HOURLY STEPS											
	Minimum	Maximum	Level I	Level II	Level III	Level IV	Level V	Level VI	Level VII	Level VIII	Level IX	Level X	Level XI	Level XII
			Start	.5 year	1 year	2 years	3 years	4 years	5 years	10 years	15 years	20 years	25 years	30 years
1	168	180	\$ 17.00	\$ 17.68	\$ 18.36	\$ 19.04	\$ 19.72	\$ 20.40	\$ 21.54	\$ 22.07	\$ 22.64	\$ 23.19	\$ 23.79	\$ 24.38
2	181	193	\$ 19.55	\$ 20.33	\$ 21.11	\$ 21.90	\$ 22.68	\$ 23.46	\$ 24.60	\$ 25.13	\$ 25.70	\$ 26.25	\$ 26.85	\$ 27.44
3	194	208	\$ 24.11	\$ 25.04	\$ 25.97	\$ 26.90	\$ 27.83	\$ 28.76	\$ 29.91	\$ 30.44	\$ 31.01	\$ 31.56	\$ 32.15	\$ 32.74
4	209	223	\$ 24.27	\$ 25.24	\$ 26.41	\$ 27.18	\$ 28.15	\$ 29.12	\$ 30.27	\$ 30.80	\$ 31.37	\$ 31.92	\$ 32.51	\$ 33.10
5	224	240	\$ 24.57	\$ 25.56	\$ 26.54	\$ 27.52	\$ 28.50	\$ 29.49	\$ 30.63	\$ 31.16	\$ 31.73	\$ 32.28	\$ 32.87	\$ 33.47
6	241	258	\$ 24.88	\$ 25.88	\$ 26.87	\$ 27.87	\$ 28.86	\$ 29.86	\$ 31.00	\$ 31.53	\$ 32.10	\$ 32.65	\$ 33.24	\$ 33.83
7	259	278	\$ 25.41	\$ 26.41	\$ 27.56	\$ 28.41	\$ 29.34	\$ 30.26	\$ 31.41	\$ 31.95	\$ 32.52	\$ 33.08	\$ 33.67	\$ 34.24
8	279	299	\$ 25.72	\$ 26.75	\$ 27.78	\$ 28.81	\$ 29.84	\$ 30.87	\$ 32.02	\$ 32.54	\$ 33.11	\$ 33.66	\$ 34.23	\$ 34.80
9	300	321	\$ 26.00	\$ 27.00	\$ 28.01	\$ 29.02	\$ 30.03	\$ 31.04	\$ 32.19	\$ 32.71	\$ 33.28	\$ 33.83	\$ 34.43	\$ 35.02
10	322	345	\$ 26.93	\$ 27.95	\$ 28.96	\$ 29.98	\$ 31.00	\$ 32.02	\$ 33.16	\$ 33.69	\$ 34.26	\$ 34.84	\$ 35.40	\$ 36.00
11	346	371	\$ 32.34	\$ 33.59	\$ 34.84	\$ 36.09	\$ 37.34	\$ 38.59	\$ 39.73	\$ 40.26	\$ 40.85	\$ 41.38	\$ 41.97	\$ 42.56
12	372	399	\$ 32.80	\$ 34.11	\$ 35.42	\$ 36.73	\$ 38.05	\$ 39.36	\$ 40.50	\$ 41.03	\$ 41.60	\$ 42.15	\$ 42.74	\$ 43.34
13	400	429	\$ 33.45	\$ 34.79	\$ 36.13	\$ 37.47	\$ 38.81	\$ 40.15	\$ 41.29	\$ 41.82	\$ 42.39	\$ 42.94	\$ 43.53	\$ 44.12
14	430	461	\$ 33.90	\$ 35.21	\$ 36.53	\$ 37.84	\$ 39.16	\$ 40.47	\$ 41.62	\$ 42.15	\$ 42.72	\$ 43.27	\$ 43.86	\$ 44.45
15	462	496	\$ 38.94	\$ 40.45	\$ 41.96	\$ 43.47	\$ 44.98	\$ 46.49	\$ 47.63	\$ 48.16	\$ 48.74	\$ 49.29	\$ 49.88	\$ 50.47
16	497	533	\$ 43.39	\$ 45.13	\$ 46.86	\$ 48.60	\$ 50.33	\$ 52.07	\$ 53.21	\$ 53.74	\$ 54.31	\$ 54.87	\$ 55.46	\$ 56.05
17	534	573	\$ 48.73	\$ 50.62	\$ 52.51	\$ 54.40	\$ 56.29	\$ 58.18	\$ 59.32	\$ 59.85	\$ 60.42	\$ 60.98	\$ 61.57	\$ 62.16
18	574	617	\$ 48.87	\$ 50.77	\$ 52.67	\$ 54.56	\$ 56.46	\$ 58.35	\$ 59.50	\$ 60.03	\$ 60.60	\$ 61.15	\$ 61.74	\$ 62.33
19	618	663	\$ 49.60	\$ 51.59	\$ 53.57	\$ 55.55	\$ 57.54	\$ 59.52	\$ 60.66	\$ 61.19	\$ 61.77	\$ 62.32	\$ 62.91	\$ 63.50
20	664	713	\$ 50.59	\$ 52.62	\$ 54.64	\$ 56.66	\$ 58.69	\$ 60.71	\$ 61.85	\$ 62.38	\$ 62.96	\$ 63.51	\$ 64.10	\$ 64.69
21	714	766	\$ 51.57	\$ 53.56	\$ 55.55	\$ 57.54	\$ 59.54	\$ 61.53	\$ 62.67	\$ 63.20	\$ 63.77	\$ 64.32	\$ 64.91	\$ 65.50
22	767	824	\$ 54.35	\$ 56.52	\$ 58.70	\$ 60.87	\$ 63.04	\$ 65.22	\$ 66.36	\$ 66.89	\$ 67.46	\$ 68.01	\$ 68.60	\$ 69.20
23	825	886	\$ 57.61	\$ 59.91	\$ 62.22	\$ 64.52	\$ 66.83	\$ 69.13	\$ 70.27	\$ 70.80	\$ 71.38	\$ 71.93	\$ 72.52	\$ 73.11

WHITE BEAR TOWNSHIP PROPOSED PAY GRADES JULY 1, 2020

Grade	HOURLY STEPS													
	Evaluation Points		Level I	Level II	Level III	Level IV	Level V	Level VI	Level VII	Level VIII	Level IX	Level X	Level XI	Level XII
	Minimum	Maximum	Start	.5 year	1 year	2 years	3 years	4 years	5 years	10 years	15 years	20 years	25 years	30 years
1	168	180	\$ 17.26	\$ 17.95	\$ 18.64	\$ 19.33	\$ 20.02	\$ 20.71	\$ 21.87	\$ 22.40	\$ 22.98	\$ 23.54	\$ 24.14	\$ 24.74
2	181	193	\$ 19.84	\$ 20.64	\$ 21.43	\$ 22.22	\$ 23.02	\$ 23.81	\$ 24.97	\$ 25.51	\$ 26.09	\$ 26.65	\$ 27.25	\$ 27.85
3	194	208	\$ 24.47	\$ 25.42	\$ 26.36	\$ 27.31	\$ 28.25	\$ 29.20	\$ 30.35	\$ 30.89	\$ 31.47	\$ 32.03	\$ 32.63	\$ 33.23
4	209	223	\$ 24.63	\$ 25.62	\$ 26.81	\$ 27.59	\$ 28.58	\$ 29.56	\$ 30.72	\$ 31.26	\$ 31.84	\$ 32.40	\$ 33.00	\$ 33.60
5	224	240	\$ 24.94	\$ 25.94	\$ 26.94	\$ 27.93	\$ 28.93	\$ 29.93	\$ 31.09	\$ 31.63	\$ 32.21	\$ 32.77	\$ 33.37	\$ 33.97
6	241	258	\$ 25.25	\$ 26.26	\$ 27.27	\$ 28.28	\$ 29.29	\$ 30.30	\$ 31.46	\$ 32.00	\$ 32.58	\$ 33.14	\$ 33.74	\$ 34.34
7	259	278	\$ 25.78	\$ 26.81	\$ 27.97	\$ 28.84	\$ 29.78	\$ 30.71	\$ 31.88	\$ 32.43	\$ 33.01	\$ 33.57	\$ 34.17	
8	279	299	\$ 26.11	\$ 27.15	\$ 28.20	\$ 29.24	\$ 30.29	\$ 31.33	\$ 32.50	\$ 33.03	\$ 33.61	\$ 34.17	\$ 34.75	\$ 37.25
9	300	321	\$ 26.39	\$ 27.41	\$ 28.43	\$ 29.46	\$ 30.48	\$ 31.50	\$ 32.67	\$ 33.20	\$ 33.78	\$ 34.34	\$ 34.94	\$ 35.54
10	322	345	\$ 27.33	\$ 28.37	\$ 29.40	\$ 30.43	\$ 31.46	\$ 32.50	\$ 33.66	\$ 34.20	\$ 34.78	\$ 35.36	\$ 35.94	\$ 36.54
11	346	371	\$ 32.83	\$ 34.10	\$ 35.36	\$ 36.63	\$ 37.90	\$ 39.17	\$ 40.32	\$ 40.86	\$ 41.47	\$ 42.03	\$ 42.60	\$ 43.20
12	372	399	\$ 33.29	\$ 34.62	\$ 35.95	\$ 37.29	\$ 38.62	\$ 39.95	\$ 41.11	\$ 41.65	\$ 42.23	\$ 42.79	\$ 43.39	\$ 43.99
13	400	429	\$ 33.96	\$ 35.31	\$ 36.67	\$ 38.03	\$ 39.39	\$ 40.75	\$ 41.91	\$ 42.45	\$ 43.03	\$ 43.58	\$ 44.18	\$ 44.79
14	430	461	\$ 34.41	\$ 35.74	\$ 37.08	\$ 38.41	\$ 39.75	\$ 41.08	\$ 42.24	\$ 42.78	\$ 43.36	\$ 43.92	\$ 44.52	\$ 45.12
15	462	496	\$ 39.52	\$ 41.06	\$ 42.59	\$ 44.12	\$ 45.66	\$ 47.19	\$ 48.35	\$ 48.89	\$ 49.47	\$ 50.03	\$ 50.63	\$ 51.23
16	497	533	\$ 44.04	\$ 45.80	\$ 47.57	\$ 49.33	\$ 51.09	\$ 52.85	\$ 54.01	\$ 54.55	\$ 55.13	\$ 55.69	\$ 56.29	\$ 56.89
17	534	573	\$ 49.46	\$ 51.38	\$ 53.30	\$ 55.22	\$ 57.13	\$ 59.05	\$ 60.21	\$ 60.75	\$ 61.33	\$ 61.89	\$ 62.49	\$ 63.09
18	574	617	\$ 49.61	\$ 51.53	\$ 53.46	\$ 55.38	\$ 57.30	\$ 59.23	\$ 60.39	\$ 60.93	\$ 61.51	\$ 62.07	\$ 62.67	\$ 63.27
19	618	663	\$ 50.35	\$ 52.36	\$ 54.37	\$ 56.39	\$ 58.40	\$ 60.41	\$ 61.57	\$ 62.11	\$ 62.69	\$ 63.25	\$ 63.85	\$ 64.45
20	664	713	\$ 51.35	\$ 53.41	\$ 55.46	\$ 57.51	\$ 59.57	\$ 61.62	\$ 62.78	\$ 63.32	\$ 63.90	\$ 64.46	\$ 65.06	\$ 65.66
21	714	766	\$ 52.35	\$ 54.37	\$ 56.39	\$ 58.41	\$ 60.43	\$ 62.45	\$ 63.61	\$ 64.15	\$ 64.73	\$ 65.29	\$ 65.89	\$ 66.49
22	767	824	\$ 55.16	\$ 57.37	\$ 59.58	\$ 61.78	\$ 63.99	\$ 66.20	\$ 67.36	\$ 67.89	\$ 68.47	\$ 69.03	\$ 69.63	\$ 70.23
23	825	886	\$ 58.47	\$ 60.81	\$ 63.15	\$ 65.49	\$ 67.83	\$ 70.17	\$ 71.33	\$ 71.87	\$ 72.45	\$ 73.00	\$ 73.61	\$ 74.21



**Organizational & Regular
Town Board Meeting
January 6, 2020**

Agenda Number: 5.R – Consent Agenda

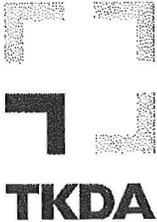
Subject: Right-of-Way Permit – Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve the XcelEnergy Permit to Install a New pole to an Existing Line to Improve the Vertical Clearance in the Area of 2521 Taylor Avenue

Documentation: Town Engineer Correspondence w/map

Action / Motion for Consideration:

Receive Information / Discuss

Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve the XcelEnergy Permit to Install a New pole to an Existing Line to Improve the Vertical Clearance in the Area of 2521 Taylor Avenue



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

January 2, 2020

Honorable Chairman and Town Board
White Bear Township, Minnesota

Re: XcelEnergy Permit Application
2521 Taylor Avenue
White Bear Township, Minnesota
TKDA Project No. 17727.000

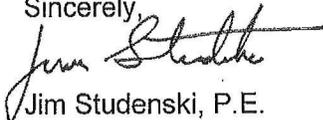
Dear Board Members:

XcelEnergy has applied for a permit to install a new pole to an existing line to improve the vertical clearance in the area of 2521 Taylor Avenue. The attached map shows the project.

We recommend approval with the following conditions:

1. Contractor must protect resident driveway during the pole installation.
2. Contractor must protect Taylor Avenue during the pole installation.
3. Contractor must protect sewer and water services.
4. Contractor must protect the watermain located on the north side of Taylor Avenue.
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



1700 E County Road E
White Bear Lake, Minnesota 55110-4658

Date: 12/26/2019
Project #: 104086796
Designer: Tim Rossbach
Phone #: 651-779-3122

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

To: TKDA
Attn: Jim Studenski
1500 Piper Jaffray Plaza
444 Cedar Street
St Paul MN 55101-2140

THIS PERMIT APPLICATION IS FOR WORK IN WHITE BEAR TOWNSHIP

Application is hereby made for permission to replace, construct and therefore maintain:
electric distribution system (see attached sketch).

I. Type of Utility - General Description

Install new pole in existing line to improve vertical clearance for Xcel Energy and
communication wires at 2521 Taylor Street. ~~STREET~~ AVENUE.

II. Work to be started upon approval and completed by March 15th, 2020

Application Approved:

Xcel Energy
d/b/a Northern States Power Company

Timothy Rossbach

Timothy Rossbach
Sr. Designer – Electric Distribution
1700 E Co Rd E
White Bear Lake, MN 55110

Date: _____



**Organizational & Regular
Town Board Meeting
January 6, 2020**

Agenda Number: 8 – Old Business

Subject: None

Documentation:

Action / Motion for Consideration:



**Organizational & Regular
Town Board Meeting
January 6, 2020**

Agenda Number: 9 – Public Hearings

Subject: None

Documentation:

Action / Motion for Consideration:



**Organizational & Regular
Town Board Meeting
January 6, 2020**

Agenda Number: 10.A – New Business

Town Planner Item:

Subject: Saputo Grant Funds:

1. Accept Grant Funds for Construction of Bellaire Beach Shelter.
2. Call Special Town Board Meeting to Tour New Covered Trail Bridge in Mahtomedi

Documentation: Town Attorney Opinion / Sponsorship Agreement / Calendar

Action / Motion for Consideration:

Receive Information / Discuss

Based on Staff Review & Recommendation:

1. Accept Grant Funds for Construction of Bellaire Beach Shelter from Saputo Dairy Foods USA, LLC.

or

Per the Town Attorney Recommendation Take no Action on this Agreement & Direct Staff to Negotiate an Agreement with Lake Links as Per the Town Attorney's Recommendation.

2. Call Special Town Board Meeting to Tour New Covered Trail Bridge in Mahtomedi

Patti Walstad

From: Chad Lemmons <chadlemmons@kellyandlemmons.com>
Sent: Thursday, January 2, 2020 4:24 PM
To: Patti Walstad
Subject: RE: Getting Ready For Saputo Station

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

Patti

Here are my comments concerning the Saputo agreement:

1. The Town is not a party to this agreement and will not be bound by its terms. Both Saputo and Lake Links must acknowledge this in writing. It must also be made clear that Lake Links is not an agent of the Town.
2. No partnership exists between the Town and Lake Links. A town has no legal authority to enter into a partnership. While a town has the authority to enter into contracts it has no authority to enter into partnerships.
3. What is the relationship between the Town and Lake Links? I don't remember the Town Board adopting any formal contract with Lake Links.
4. 2(b) of the agreement refers to signs with no further explanation as to size, location and type of sign. That language needs to be added.
5. Section 4 grants Saputo Exclusivity. Exclusivity for what purpose? Advertising ? Food sales? First this needs a clearer definition. More importantly this covers the entire park.
6. Tom reminded me that the Town leases the park from Ramsey County. The lease must be reviewed to determine if the county will even permit this arrangement and what county approval is required.
7. The insurance language set out in section 11 has to be removed completely. As it presently reads the Town would be waiving its statutory immunity. In addition I don't believe Saputo can be added as an additional named insured. The insurance trust would have to answer that question.
8. Section 13.1 requires the Town, and most likely the County, to conform to the Saputo code of conduct. The Town's conduct is governed by statute only.
9. Section 14.6 states that the agreement is governed by the Illinois law and the court of jurisdiction is the City of Chicago. This has to be changed to Minnesota and Ramsey County.

It is my recommendation that the Town take no action on this agreement. Instead staff should be directed to negotiate an agreement with Lake Links regarding the gazebo, but only after the lease with Ramsey County is reviewed. Finally Saputo needs to be informed that the Town is not a party to the agreement and has no obligation under the agreement.

Chad D. Lemmons
Attorney at Law



Phone: (651) 224-3781 Fax: (651) 223-8019

Email: chadlemmons@kellyandlemmons.com

Kelly & Lemmons, P.A. | 2350 Wycliff Street, Suite 200 | St. Paul, MN 55114

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

From: Patti Walstad [mailto:Patti.Walstad@whitebeartownship.org]

Sent: Monday, December 23, 2019 8:23 AM

To: Chad Lemmons

Cc: Rachel Nosbush
Subject: FW: Getting Ready For Saputo Station

Chad, please review this for the January 6th meeting.

Thanks, Patti

From: Tom Riedesel <Tom.Riedesel@whitebeartownship.org>
Sent: Friday, December 20, 2019 3:58 PM
To: Patti Walstad <Patti.Walstad@whitebeartownship.org>; Pat Christopherson <Pat.Christopherson@whitebeartownship.org>
Subject: FW: Getting Ready For Saputo Station

Patti,
Can you forward this to Chad for review and add it to the Jan. 6th agenda. Also, Steve W., from Lake Links would like to give the Town Board a tour of the new covered trail bridge that Lake Links built in Mahtomedi. Please add that as a separate item on the 6th.

Thanks!

Tom

From: Saumweber, Sandra [<mailto:Sandra.Saumweber@saputo.com>]
Sent: Friday, December 20, 2019 2:44 PM
To: Michael Brooks <nebikewalk@gmail.com>
Cc: Harper, Chris <Chris.Harper@Saputo.com>; Tom Riedesel <Tom.Riedesel@whitebeartownship.org>; Steve Wolgamot <kwolgamot@comcast.net>
Subject: RE: Getting Ready For Saputo Station

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

Mike and Steve,

We have our draft of the contract finalized with legal. Can you please send to your legal team and then sign?

Once we have signature from your end Saputo will countersign.

Looking forward to this project! 😊

Have a wonderful Holiday!!

Sandy Saumweber
Manager
Human Resources

Saputo
Saputo Dairy Foods USA, LLC
4041 Highway 61 N.
White Bear Lake, MN 55110
Tel: 651-765-6150 / Fax: 214-996-9184 / Cell: 612-710-2355
www.saputo.com

CONFIDENTIALITY NOTICE

This communication may contain privileged or confidential information. If you are not the intended recipient or received this communication by error, please notify the sender and delete the message without copying or disclosing it.

From: Michael Brooks <nebikewalk@gmail.com>
Sent: Thursday, November 14, 2019 11:25 AM
To: Saumweber, Sandra <Sandra.Saumweber@saputo.com>
Cc: Harper, Chris <Chris.Harper@Saputo.com>; Tom Riedesel <tom.riedesel@whitebeartownship.org>; Steve Wolgamot <kwolgamot@comcast.net>
Subject: Re: Getting Ready For Saputo Station

Sandy,

This morning I assembled the primary documents, photos and Excel budget and submitted via the link to the application you provided.

Thank you.

Mike Brooks

On Nov 13, 2019, at 11:44 AM, Saumweber, Sandra <Sandra.Saumweber@saputo.com> wrote:

Hi Mike and Steve,

I sent an email to our Legacy Program Coordinator and just spoke with her on the phone. She approved all the documents that I sent her. She said that you should go ahead and submit the documents online at the link below. She prefers that you do the submitting because then you will be the contact in case there are any questions. I have attached the email I sent to her so you can see everything that she received. I removed the original estimate from the October document and replaced it with the new numbers you sent me yesterday.

<http://saputo.com/en/our-promise/community/legacy-program>

Let me know if you have any questions!!

Sandy

From: Michael Brooks <nebikewalk@gmail.com>
Sent: Tuesday, November 12, 2019 10:11 AM
To: Saumweber, Sandra <Sandra.Saumweber@saputo.com>
Cc: Harper, Chris <Chris.Harper@Saputo.com>; Tom Riedesel <tom.riedesel@whitebeartownship.org>; Steve Wolgamot <kwolgamot@comcast.net>
Subject: RE: Getting Ready For Saputo Station

Sandy,

Our assembled crew who build and stacked the trusses for the Depot Creek Covered Bridge project.
We're ready!

Enjoy the day.

Mike

<image001.jpg><image002.jpg>

Michael Brooks
<image003.jpg>

<Mail Attachment.eml>

Michael Brooks



SPONSORSHIP AGREEMENT

This Sponsorship Agreement ("**Agreement**") is entered into and effective as of December 31, 2019 ("**Effective Date**"), by and between:

BETWEEN: **SAPUTO DAIRY FOODS USA, LLC**, a limited liability company, having its principal offices at 2711 North Haskell Avenue, Suite 3700, Dallas, TX 75204;
(hereinafter, "**Saputo**")

AND: **THE LAKE LINKS ASSOCIATION**, an established Minnesota Not for Profit Corporation having a place of business at [to be provided by Lake Links];
(hereinafter, "**Lake Links**")

(individually, a "**Party**" and, collectively, the "**Parties**")

WHEREAS, Lake Links is a not for profit corporation whose mission is to promote safe routes for active mobility through the communities surrounding White Bear Lake and beyond, as further described in **Exhibit A** of this Agreement;

WHEREAS, the Township White Bear (the "**TWB**") owns and ensures the maintenance of Bellaire Park located on the southern shore of White Bear Lake (the "**Park**");

WHEREAS, TWB and Lake Links are long term partners in a wide variety of community impact activities and have partnered to carry out the improvement of the Park by accepting to host the Saputo Station (as defined in **Exhibit A**) in the Park and in accordance with the attached **Exhibit A** (the "**Project**") and for Lake Links to search for investors for the Project;

WHEREAS, Saputo as a dairy manufacturer dedicated to demonstrating good corporate citizenship wishes to support the Project, by giving to Lake Links a one-time donation of twenty-five thousand dollars (\$25,000) (the "**Sponsorship Fee**") to pay for the costs of the Project, and as such desires to place certain conditions, as mentioned hereinafter;

NOW THEREFORE, in consideration of the mutual covenants and conditions contained herein, and for other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the Parties agree as follows:

AGREEMENT

1. PREAMBLE

The preamble of this Agreement forms an integral part hereof as if herein recited at length and in full.

2. OBLIGATIONS OF LAKE LINKS

In consideration of the benefits set out in this Agreement, Lake Links shall:

- (a) Undertake to build the Saputo Station as part of the Project in accordance with **Exhibit A** of this Agreement, being understood that Lake Links shall be solely responsible for carrying out the Project in collaboration with TWB and for all costs and expenses incurred in connection with the Project, except as expressly provided in the Agreement, being understood that Lake Links may make arrangements with TWB to share costs and expenses with TWB;
- (b) Subject to Section 7.3, ensure the recognition of Saputo as a contributor to the Project by having Saputo's name prominently displayed near the Saputo Station (the "**Sign**") throughout the Term;
- (c) Subject to Section 7.3, ensure the recognition of Saputo's contribution during a ceremony hosted to announce the completion of the Project and invite Saputo representatives at said ceremony;
- (d) Subject to Section 7.3, ensure the recognition of Saputo's contribution through publications on the social media platforms of Lake Links, as mutually agreed from time to time;
- (e) Subject to Section 7.2, provide Saputo with access to Lake Links' Marks for purposes of use by Saputo on promotional materials for the duration of the Term;
- (f) Authorize Saputo to communicate the partnership provided hereunder through various internal and external communications tools, including but not limited to its website (www.saputo.com);
- (g) Provide approval and/or comments to Saputo regarding communication and promotional material concerning Lake Links within five (5) days of reception or any other delay mutually agreed by the parties;
- (H) At all times, the representatives and members of Lake Links shall conduct themselves in a professional and upstanding manner so as to support and maintain the good name, reputation and the image of Saputo and of each and every corporation, partnership, limited partnership and any other entity that is controlled, directly or indirectly, by Saputo ("**Affiliates**") and its and their products.

3. OBLIGATIONS OF SAPUTO

In consideration of the benefits set out in this Agreement, Saputo shall:

- (a) Support Lake Links with payment of the Sponsorship Fee (\$25,000), as set out in the Agreement, in consideration for the execution of the Project by Lake Links. The Sponsorship Fee will be paid by Saputo within sixty (60) days following execution of the Agreement;
- (b) Subject to Section 7, provide a limited, non-exclusive, non-transferable, revocable license to the Saputo Marks (as such term is hereinafter defined) exclusively for use by Lake Links in communication and promotional materials for the duration of the Term in connection with the Project, as set forth herein;

- (c) Provide all necessary visuals and materials to Lake Links for the purposes of promoting Saputo in accordance with this Agreement; and
- (d) Provide approval and/or comments to Lake Links regarding communication and promotional material developed by Lake Links concerning Saputo within five (5) days of reception or any other delay mutually agreed by the parties.

4. EXCLUSIVITY

For as long as this Agreement is in effect, Saputo will be granted exclusivity in the dairy category (including but not limited to, for milk, cream, cheese, butter and yogurt) for all visibility within the Park and the Saputo Station and in connection with the Project. Accordingly, Lake Links undertakes that no other dairy processor or dairy product will be associated with the Project, the Park and/or the Saputo Station in any manner during the Term, unless otherwise agreed in writing by Saputo.

5. TERM OF THE AGREEMENT

The term of this agreement shall begin on the Effective Date and terminate on December 31st, 2027 (hereinafter referred as the “**Term**”).

6. TERMINATION

- 6.1. Subject to any other terms and conditions of this Agreement, either Saputo or Lake Links (the “**Terminating Party**”) may terminate this Agreement upon providing to the other party (the “**Defaulting Party**”) written notice of termination (the “**Termination Notice**”) if the Defaulting Party is in breach of a material obligation under this Agreement; however, if such breach can be remedied and does not cause material prejudice to the Terminating Party, then the Termination Notice shall stipulate that the Defaulting Party shall have ten (10) days following receipt of the Termination Notice (the “**Remedy Period**”) to remedy the said breach, failing which this Agreement shall automatically terminate at the end of the Remedy Period.
- 6.2. The Agreement terminates immediately upon notice by one party to the other party should the latter party become bankrupt, take any step or proceeding available to it for the benefit of insolvent debtors, become insolvent or take any step or proceeding for its liquidation, dissolution or winding up.
- 6.3. Upon expiration or termination of this Agreement, for any reason whatsoever, each party must promptly destroy all material which displays the other party’s name, logo, trade names, trade-marks, brands, artwork or other distinct marks or symbols (the “**Marks**”) and shall immediately cease all future reproduction or display of the other party’s Marks. Notwithstanding the foregoing, if Lake Links wishes to maintain the Sign in place at the Park after the expiration or termination of this Agreement, Lake Links shall send a written request to that effect to Saputo and Lake Links may maintain the Sign in place if Saputo approves said request in writing.
- 6.4. If, for any reason, this Agreement is terminated prior to the end of the Term, then Lake Links shall be deemed to have waived its right to claim any unpaid portion of the Sponsorship Fees. Notwithstanding the foregoing, if Lake Links is unable to substantially execute the Project within the prescribed delays, for any reason whatsoever, Lake Links shall forthwith reimburse to Saputo the Sponsorship Fees upon request by Saputo. Saputo reserves all of its legal rights in such circumstances.

7. USE OF MARKS

- 7.1. Lake Links and Saputo agree, subject to Sections 7.2 and 7.3, to use each other's logo to promote Saputo in connection with the Project throughout the Term of this Agreement. For clarity, as referred to in this Agreement, Saputo's logos include its corporate logo, as well as the logos of all its products.
- 7.2. Any material, in any format, including print or web advertisement, brochures, promotional documentation, where any of Lake Links' Marks are displayed or otherwise used, shall be submitted to Lake Links for its prior written approval before it is made available to the public or circulated.
- 7.3. Any material, in any format, including print or web advertisement, brochures, promotional documentation, where any of Saputo's Marks are displayed, mentioned or otherwise used, shall be submitted to Saputo for its prior written approval before it is made available to the public or circulated.

8. LICENCE ON MATERIALS

- 8.1 Lake Links hereby grants to Saputo and its Affiliates a perpetual, royalty-free and non-assignable license (the "**License**") on any and all works of every nature and kind (the "**Works**"), including, without limitation, pictures, videos and other materials that Lake Links, its employees or other agents, including, without limitation, independent third party contractors, create in connection with this Agreement or any other agreement between Lake Links and Saputo and provide from time to time to Saputo in connection with the Agreement or any other agreement between the parties.
- 8.2 Lake Links further confirms, acknowledges and agrees to the following with respect to the License:
 - (a) at the request of Saputo, Lake Links will immediately execute any and all documents that may be required by Saputo or its counsel to give full effect to this License; and
 - (b) none of the Works will infringe upon any rights of third parties, including, without limitation, such rights relating to intellectual and industrial property, such as copyright or trade-marks.
- 8.3 Lake Links confirms, acknowledges and agrees that all persons under its control, including, without limitation, Lake Links' members, shareholders, directors, officers, employees and other agents, including, without limitation, independent third party contractors, shall comply with all of the foregoing obligations relating to the Works and the License. For greater certainty, Lake Links agrees and confirms that: (i) it has obtained all requisite consents and assignment of rights from its employees and agents involved in the production of the Works; (ii) all individuals featured in any of the Works have provided their consent; and (iii) upon request from Saputo, Lake Links shall provide any and all documentation it has in its possession to evidence the foregoing.
- 8.4 The License shall survive the termination or expiration of this Agreement, shall enure to the benefit of Saputo's successors and assigns, and shall be binding on any and all of Lake Links' successors and assigns.

9. INDEMNITIES

- 9.1. Lake Links will, and hereby, agrees to indemnify, defend and hold harmless Saputo and its Affiliates, and its and their directors, officers, employees and agents (the "**Indemnified Parties**"), from and against all claims, damages, losses and expenses which any of the Indemnified Parties may incur,

including injury to, or death of, any person or on account of damage to real or personal property, or any other claim directly arising from or relating to the acts or omissions of Lake Links and its agents, or others performing any of its obligations under this Agreement.

- 9.2. Under no circumstances shall Saputo or Lake Links be responsible for any consequential, incidental, indirect or contingent damages whatsoever, whether based on contract, tort, strict liability or other theory of law, all such damages and claims being specifically disclaimed.

10. DONATION OF PRODUCTS

- 10.1 All donations of products made from time to time by Saputo under this Agreement shall be subject to the following terms and conditions:
- (a) all products donated by Saputo shall only be used by Lake Links for the purposes of the Project and not for any other purpose;
 - (b) any unused products shall not be destroyed, disposed of or sold by Lake Links or any of its partners or contractors;
 - (c) at Saputo's sole discretion, any unused products shall be returned by Lake Links to a Saputo facility or redirected to another organization, in a timely manner and as expressly directed by Saputo from time to time; and
 - (d) all products donated by Saputo shall be refrigerated at all times at appropriate temperatures and handled with all appropriate precautions, and this, from the time of pick-up until the products are served. Product handling instructions provided by Saputo to this effect are to be strictly followed to ensure product quality and freshness is maintained at all times.
- 10.2 Any exception to the foregoing shall be only made with the prior written consent of Saputo, in its sole and entire discretion.

11. INSURANCE

Lake Links shall make sure that TWB has and keeps in force, at its own expense, for the Term, comprehensive commercial general liability insurance with a minimum limit of not less than five million dollars (\$5,000,000) per occurrence and per year, including general liability/commercial, personal injury, including death, and property damage. Within thirty (30) days from the execution of this Agreement, Lake Links will provide to Saputo, or will make sure that TWB provides to Saputo, a completed certificate of insurance reflecting: (i) the required coverage; (ii) that such policy or policies will not be changed or cancelled by the insurer without at least thirty (30) days' prior written notice to Saputo; (iii) adding Saputo, the Affiliates and their respective employees, directors, officers and agents as additional insured; (iv) be primary to and non-contributing with any other insurance carried by or for the benefit of Saputo; and (v) be placed with an insurer that has an AM Best rating of no less than "A-" at all time.

12. CONFIDENTIAL INFORMATION

- 12.1. Lake Links agrees that prior to and/or during the Term of this Agreement certain confidential information not generally available to the public (the "**Confidential Information**") including but not limited to, product recipes, specifications and formulations and/or information relating to assets, suppliers, clients, pricing, marketing strategies, business strategies, operations' strategies, and sales information regarding Saputo and/or its Affiliates, may have been and/or will be provided by Saputo and/or its Affiliates (the "**Disclosing Party**") to Lake Links or its respective employees, agents,

directors or representatives (collectively, the "**Recipient**") regarding the Disclosing Party. The Recipient hereby agrees to maintain in confidence and not use or disclose the Confidential Information to any third party other than as agreed to in writing by the Disclosing Party.

- 12.2. These restrictions will not apply to the disclosure of Confidential Information by the Recipient which is required by law; was already known to the Recipient through lawful means prior to disclosure; was in the public domain at the time it was disclosed or becomes publicly available to the Recipient after disclosure through lawful means; was independently developed by the Recipient; or, was disclosed to the Recipient by a third party who had the right to make disclosure. The Recipient agrees that the obligation to keep the Confidential Information confidential will continue after the termination of this Agreement.

13. COMPLIANCE WITH SAPUTO SUPPLIER CODE OF CONDUCT

- 13.1 In the performance of Lake Links' obligations under this Agreement and with respect to any other dealings Lake Links has or may in the future have with Saputo, its Affiliates and their respective employees, officers, directors, third-party subcontractors and each of their predecessors, successors and assigns (collectively, together with Saputo, the "**Saputo Group**"), Lake Links shall, and shall cause its affiliates and their respective employees, officers, directors, third-party subcontractors and each of their predecessors, successors and assigns (collectively, together with Lake Links, the "**Lake Links Group**") to, at all times, comply with the provisions of the Saputo Supplier Code of Conduct ("**SSCOC**"). The full text of the SSCOC is available at www.saputo.com/en/our-promise/responsible-sourcing/supply-chain and may be updated or amended from time to time by Saputo, in its sole discretion. Lake Links shall promptly report any actual or suspected violations of the SSCOC, including violations by any employee, officer, director, agent or third-party contractor acting on behalf of either the Lake Links Group or the Saputo Group, to Saputo's internal auditors at the following email address: internal.audit@saputo.com. Such reporting will remain confidential.

14. GENERAL TERMS.

- 14.1. Interpretation. The preamble to this Agreement and Exhibit A attached hereto form an integral part of this Agreement as if herein recited at length in full.
- 14.2. Amendments. The Agreement constitutes the entire understanding between the parties and may only be modified by a written document signed by both parties.
- 14.3. Relationship of the Parties. The parties agree their relationship shall under no circumstance be considered that of partner, joint venture or employee and that neither party may make any representations or warranties on behalf of or bind the other party.
- 14.4. Notices. Any notice or other communication required under this Agreement shall be in writing and shall be delivered personally, by fax, by email with proof of receipt or by prepaid registered or certified mail, addressed:

In the case of notice to Lake Links:

[To provide by Lake Links]

And in the case of notice to Saputo as follows:

Saputo Inc.
6869 Metropolitan Boulevard East

St. Leonard, Quebec
H1P 1X8
Email: olivia.goodfellow@saputo.com
Attention: Senior Corporate Manager, Community Relations

With a copy to:

Saputo Inc.
6869 Metropolitan Boulevard East
St. Leonard, Quebec
H1P 1X8
Fax: 514-328-3322
Attention: Senior Vice President, Legal Affairs

Notwithstanding the foregoing, the parties may, in the normal course of business, communicate by email with respect to matters related to the Project.

- 14.5. Assignment. The parties will not assign their interests under this Agreement without the prior written consent of the other party, which may not be unreasonably withheld, except that Saputo may assign its interests under this Agreement without the prior written consent of Lake Links, provided such assignment is made to an Affiliate. For purposes of this Agreement, a transfer of control of either party will be deemed to constitute an assignment of such party's interests under this Agreement. This Agreement shall enure to the benefit of each of the parties hereto, and to their respective successors and permitted assigns.
- 14.6. Governing Laws and Jurisdiction. This Agreement shall be governed by and construed exclusively in accordance with the laws of the state of Illinois, as well as the laws of United States, applicable therein. Further, the parties elect as venue for any claim or litigation arising out of or in connection with this Agreement, the courts having jurisdiction over the City of Chicago, Illinois, and the parties specifically exclude any other courts or jurisdictions which could have authority over the same subject matter.
- 14.7. Authority to Bind. Lake Links hereby represents and warrants to Saputo that: (a) it has the full right, power, and authority to enter into this Agreement and each agreement, document, and instrument to be executed and delivered by Lake Links pursuant to this Agreement and to carry out the transactions contemplated hereby and thereby; and (b) the execution of this Agreement by Lake Links will not result in conflict with or breach any contractual obligations of Lake Links with third parties.

[Signature page is on the next page.]

IN WITNESS THEREOF, the Parties hereto have executed this Agreement with effect on the Effective Date:

SAPUTO DAIRY FOODS USA, LLC

THE LAKE LINKS ASSOCIATION

Signature: _____

Signature: _____

Title: _____

Title: _____

Date: _____

Date: _____

EXHIBIT A
PROJECT DESCRIPTION

THE SAPUTO STATION PROJECT DESCRIPTION

1. **The Lake Links project.** The Lake Links Association is an advocacy group working to complete a safe trail around White Bear Lake. Our (“Lake Links”) lake, located in the northeast section of the Minneapolis and St. Paul metropolitan area, is the largest recreational lake on the east side, at 2,400 acres. It lacks any safe route for pedestrians, bicyclists or children – the result of a hodge podge of unplanned development in past years. Lake Links Association has achieved the following successes in less than three years:
 - a. Obtained Resolutions of support from all the five cities and two counties which surround the lake. One of those cities is White Bear Lake where Saputo’s Minnesota facilities are located. Many Saputo employees and their children will use the completed trail.
 - b. Wrote and advocated for state legislation that has provided approximately \$4.3 million for trail construction. With projects in final design and funded, 80% of the ten mile route will be completed. Lake Links will approach the legislature in the 2020 session for funding to complete the entire project.

2. **The Lake Links Association.** An established Minnesota Not for Profit Corporation, and a registered public charity under the provisions of Section 501(c)(3) of the Internal Revenue Code, Lake Links is governed by a 14 member Board that includes representatives from all of the cities and counties that surround the lake. Lake Links’ activities include right of way research; negotiations with affected landowners; advocacy with cities and counties; organization of public events; and design and implementation of iconic, privately funded attractions and functional areas for the trail. Lake Links also works with road-owning agencies, advocating for narrower traffic lanes; better facilities for pedestrians and bicyclists; education and training for both motorists and non-motorists; improved road crossing facilities; and traffic calming additions to existing roads. Finally, Lake Links provides historical research and data to bolster public use of trail facilities. These include a history of development by early railroads; a Chautauqua; a large amusement park; and a post civil war resort area in the city of White Bear Lake.

3. **The Bridge Over Depot Creek.** The first iconic structure to be completed on the trail route is a covered wooden bridge over Depot Creek in Mahtomedi. A photo of the bridge model is enclosed. For this project Lake Links personnel provided the concept and design of the bridge; negotiated with the city for its approval; and successfully solicited contributions from ten individual and corporate donors which will fully privately fund the project. Estimated project cost is \$50,000. The footings are in place, the principal structural elements have been completed and installation is expected to take place in November.

4. **Location of the Saputo Station Project.** The Township of White Bear, one of the five municipalities around White Bear Lake, has agreed to host the Saputo Station in the Township’s beautiful Bellaire Park, located on the southern shore of White Bear Lake. The structure, whose shape will replicate the typical railroad depots of the 1880’s, common around White Bear Lake, will serve as a rest stop for trail users as well as a pavilion in the park, with access to parking, toilets, water and other recreational activities. A photo of the site is attached.

5. **Nature of the Project.** The Saputo Station will be a timber structure created with durable treated lumber and galvanized fastenings for long life. It will have three sections and be 12’ x 34’ in plan form. The

center section, mirroring the area provided for passengers will be higher than the ends. There will be no walls to impede views of the lake.

6. **Included elements.** Within the Station there will be an information kiosk, a bicycle repair station, and likely benches. On the plaza outside the structure will be a bicycle rack which is made of steel and replicates the shape of the William S. Crooks, the first steam engine in the State of Minnesota. The Crooks was owned by the St. Paul and Duluth Railroad, which operated near the lake. The engine still exists, in operating condition, and is located in the railroad museum in Duluth, Minnesota.
7. **Role of White Bear Township.** The Township will be the owner of the facility. It will remove the existing outmoded pavilion, will level the ground and locate the Station structure. In addition, it will provide the holes needed for footings and, upon completion, provide a concrete slab for the entire structure as well as a patio area to the north of the building. We estimate the Township's contributions, exclusive of land to be valued at about \$7,000.
8. **Structure.** A drawing of the structural elements is included. The structure comprises eight wooden posts, connected by ten wooden plank beams. A total of ten wooden trusses, pre-assembled, will support the 2x6 tongue and groove roof decking. All elements will be assembled using galvanized engineered connectors and fasteners for long life.
9. **Value.** The land improvements, together with a contractor's bid of \$37,000, and already donated structural engineering services, suggests an overall project cost of at least \$50,000 including contractor labor. White Bear Township, which is not an incorporated city, does not have a budget to complete the project, though, as noted they will be involved in costs and efforts to complete the project. We believe that the costs will be as outlined below if the project is assembled with volunteer labor, excepting the roofing which would be contracted with a local roofing company.
10. **Needed Skills.** The Station is assembled from standard size materials, connectors and fasteners available at any lumber yard. Larson Engineering has already donated the engineering analysis of the facility. The most complicated elements of the structure are ten roof trusses, which will be functionally similar to those of the Depot Creek Bridge. A photo of those trusses, assembled by skilled local volunteers, is also attached. It is anticipated that the trusses would be assembled prior to operations on site.
11. **Required Skill Levels.** The post and beam elements will require the use of variable speed screw-drivers; tape measures and levels. It is intended that all elements except the post tops will be pre-cut eliminating nearly all cutting on the assembly site. Work would be performed using scaffolding and not ladders. The proposed budget includes an estimated \$2,000 fee for a local building professional to oversee the assembly process. We have an individual in mind for that role. It is hoped that the volunteers would be Saputo employees (and we might use a flat concrete space at Saputo for truss assembly). The skills are about those required to assemble a residential deck. A flow process for the assembly has been prepared.
12. **Naming.** We anticipate including the words "Saputo Station" on the end framing of the completed structure in a form acceptable to Saputo.
13. **Publicity.** These iconic projects are a part of our effort to maintain a high level of visibility and excitement for our overall goal of completing the trail. Accordingly, we have established strong relationships with both the White Bear Press, our local newspaper, and both the St. Paul and Minneapolis papers as well.

Coverage of our efforts has been very extensive for the past two years and we expect that will continue. Prior to our working with Saputo staff here, we were unaware of the remarkable scope and scale of Saputo's operations both locally and internationally. Clearly, this project will enhance public awareness of Saputo's role as a principal employer in our community.

CONCLUSION:

Lake Links Association, in partnership with the Township of White Bear, intends to complete this project in the spring of 2020. It will be a treasured part of the ten mile experience of riding or walking around our beautiful lake. We hope that Saputo will view this as an appropriate way to demonstrate its support for a community in which so many Saputo employees live and work.

ADDITIONAL INFORMATION OF THE PROJECT

Saputo Promise Pillars Supported

Community- Saputo's donation would impact the local White Bear Lake community in which we operate. Signage would be included and Saputo's brand would be promoted to the community in a positive way as people enjoy the beautiful lake and trail.

Nutrition and Healthy Living- The new bike trail will encourage folks to get outside and exercise. The Saputo station will also be co-located at a park with a recreational area for play.

Community Benefit

The completed Saputo Station will allow the community to enjoy the beauty that is White Bear Lake. It will encourage residents to get out and walk/bike/enjoy the great outdoors. The station will also play a role in reminding White Bear Lake of its rich history as it will be built around the railroad that has existed for years. Within the Station there will be an information kiosk, a bicycle repair station, and likely benches.

On the plaza outside the structure will be a bicycle rack which is made of steel and replicates the shape of the William S. Crooks, the first steam engine in the State of Minnesota. The Crooks was owned by the St. Paul and Duluth Railroad, which operated near the lake. The engine still exists, in operating condition, and is located in the railroad museum in Duluth, Minnesota.

Budget

\$25,000 - Cost breakdown on separate page below.

Saputo Dairy Foods Sponsors/Supporters:

Sandra Saumweber HR Manager, White Bear Lake
Chris Harper Plant Manager, White Bear Lake
Haley Diamond HR Program Coordinator

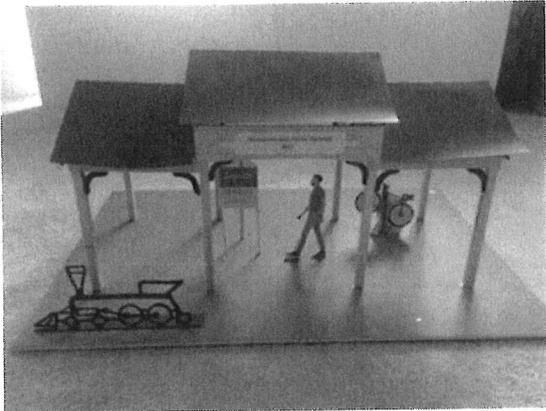
Lake Links Association Contacts

Michael Brooks
Ramsey County Co-Chair
nebikewalk@gmail.com

Steve Wolgamot
Washington County Co-Chair
swolgamot@comcast.net

Photos of the Project

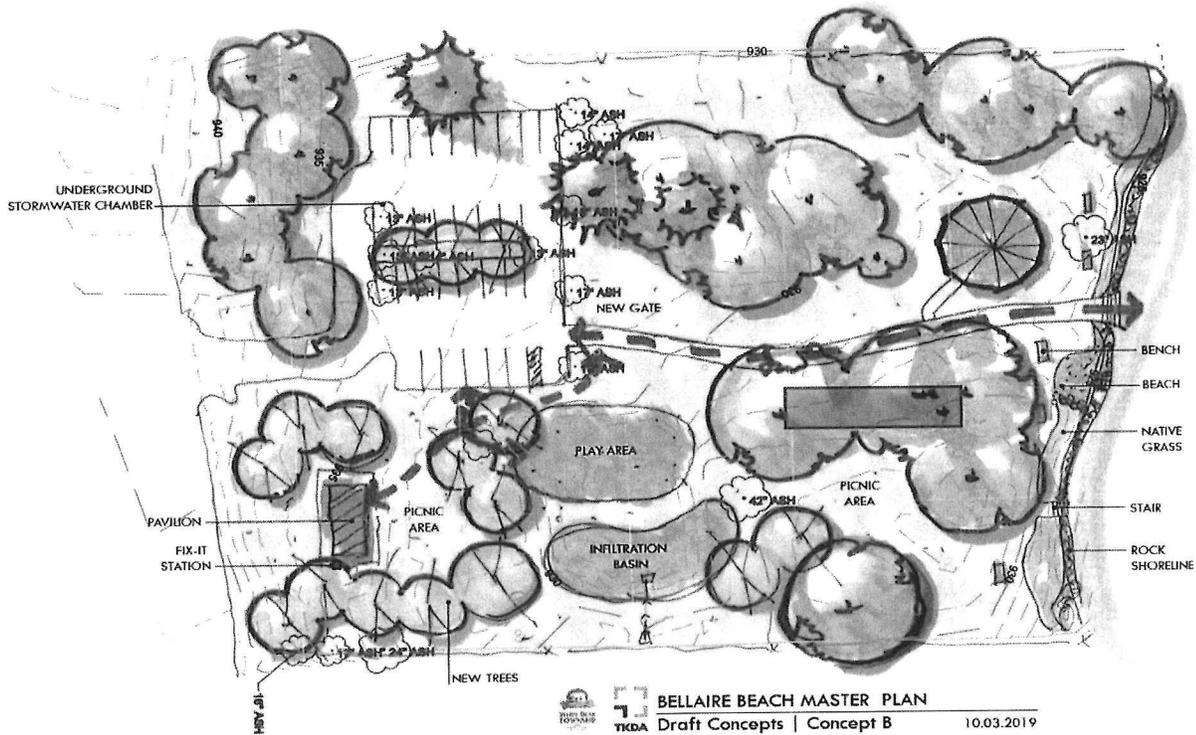
Preliminary Model of Saputo Station



Location of the Station (Current View)



Concept Sketch of Final Product (Saputo Station is Pavilion Area)



BELLAIRE BEACH MASTER PLAN
 T&A Draft Concepts | Concept B 10.03.2019

Blue prints of Saputo Station

The blueprints include the following drawings:

- FOUNDATION PLAN**: Shows the base structure with dimensions.
- DEPOT - ROOF FRGM**: Shows the roof framing structure.
- SECTION**: Multiple vertical cross-sections of the building.

GENERAL SPECIFICATIONS	
1. FOUNDATION	CONCRETE ON GRAVEL
2. ROOFING	ASPH/FLT SHINGLES
3. EXTERIOR FINISHES	CONCRETE
4. INTERIORS	CONCRETE
5. PAINTS	CONCRETE
6. GLASS	CONCRETE
7. METALS	CONCRETE
8. WOOD	CONCRETE
9. MECHANICAL	CONCRETE
10. ELECTRICAL	CONCRETE
11. PLUMBING	CONCRETE
12. SPECIALTIES	CONCRETE

Budget

SAPUTO STATION PROJECT - COST ESTIMATE

October 24, 2019

Building Permit	\$160	
Concrete for Footings	\$200	
Posts (8)	\$592	
Temporary Bracing	\$200	
Simpson Joist Hangers	\$350	
Beams - Center Gallery	\$324	
End Galleries	\$226	
Trusses Upper Chords	\$720	
Lower Chords, brackets	\$1,700	
Bracing 2x6 Treated	\$140	
Roof 2x6 tongue and groove	\$1,500	
Roofing plywood	\$325	
Cedar Fascia	\$340	
Roofing Contractor (est)	\$5,200	
Fasteners	\$950	
Scaffolding	\$600	
Supervision	\$1,800	
Bicycle Rack	\$2,500	
kiosk	\$3,200	
Bicycle Repair Station	\$1,500	
Saputo Signage - Bill Weigel Signs	\$200	
Subtotal	\$22,727	
Contingency 10%	\$2,273	
Total SAPUTO Contribution	\$25,000	
Concrete Slab and Patio		
Footing Prep		
Total TOWNSHIP Contribution	\$7,000	
Engineering Services		
Already donated by Larson Engrg.	\$5,000	
TOTAL PROJECT VALUE	\$37,227	
SAPUTO Contribution	\$25,000	67%
TOWNSHIP Contribution	\$7,000	19%
LARSON ENGRG Contribution	\$5,000	13%

January 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
5	6 TB Mtg -Org. Mtg 1)NYFS Agree	7 EDAB Mtg	1 New Year's Eve	2 Public Safety Comm-Mtg	3	4
12	13	14	8	9 Utility Comm	10	11
19	20 MLK Day Holiday	21	22 EDA/TB Mtg 1) Comm Recomm	16 Park Board	17	18
26	27	28	29	23 Planning Comm	24	25
				30	31 Exec Mtg 1) DNR	



**Organizational & Regular
Town Board Meeting
January 6, 2020**

Agenda Number: 11 – 12 - 13 - 14

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