



# WHITE BEAR TOWNSHIP

1858  
RAMSEY COUNTY  
MINNESOTA

1281 HAMMOND ROAD  
WHITE BEAR TOWNSHIP, MN 55110

651-747-2750

FAX 651-426-2258

Email: [wbt@whitebeartownship.org](mailto:wbt@whitebeartownship.org)

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

## AGENDA PARK BOARD MEETING JANUARY 16, 2020

1. **6:30 p.m.** Call Meeting to Order at Heritage Hall, 4200 Otter Lake Road.
2. Approve Agenda (Additions/Deletions).
3. Approve Minutes of December 19, 2019 (Additions/Deletions).
4. Township Day / Movie in the Park.
5. Polar Lakes Park.
6. Bellaire Beach – Update.
7. County Road Upgrades.
8. Organics Drop-off.
9. Stable Property.
10. Vento Trail.
11. 2020 Project Timeline.
12. Public Works Director Report.
13. Added Agenda Items.
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.





**Park Board Meeting  
January 16, 2020**

**Agenda Number:** 1 – 2 - 3

**Subject:** Call to Order at 6:30 p.m.  
Heritage Hall  
4200 Otter Lake Road  
  
Approval of January 16, 2020 Agenda  
Approval of December 19, 2019 Minutes

**Documentation:** January 16, 2020 Agenda  
December 19, 2019 Minutes

**Action / Motion for Consideration:**

January 16, 2020 Agenda  
December 19, 2019 Minutes

**MINUTES  
PARK BOARD MEETING  
DECEMBER 19, 2019**

The meeting was called to order at 6:36 p.m.

Present: Akenson, Josephson, Koster, Lee, Lombardi, Reeves; Town Board Supervisor: Ruzek; Public Works Director: Reed; Planner: Riedesel

Absent: Sinclair, without notice

**APPROVAL OF AGENDA (Additions/Deletions):** Lee moved approval of the agenda as submitted with the addition of Ranking the Polar Lakes Park as an added agenda item after agenda item 5) Bellaire Beach discussion. Koster seconded. Ayes all.

**APPROVAL OF MINUTES OF OCTOBER 17, 2019:** Koster moved the approval of the minutes of October 17, 2019 with the correction of indicating the Benson Bay access point "in question is the most northerly one on the east side of the lake" to be added at the top of page 2 of the minutes. Lee seconded. Ayes all.

**TOWNSHIP DAY – FOLLOW-UP:** Lisa Beecroft was present to discuss the final report she has created for Township Day. The final report is in the final draft stage, as there were a few notes to add in after receiving input from the Park Board. The final report will be finished by the end of December. She gave a summary of the report, noting it is to serve as a road map for future years. Beecroft noted that she has been taking on new clients for her marketing team, so much so that she's hired a couple contractors and team members. Her goal is to open up her own agency.

She also passed around the timeline draft that shows notes that she wants to discuss with the Park Board and when to ease the process. It was noted that it will be nice to know what will be discussed throughout the year, before the meetings. Beecroft will eventually get a Google doc up and running and share it with the Park Board so everything can be linked that way.

Beecroft noted that she got the updates for *Explore MN* finished, and the updates for the Township's website and Facebook page will be done by the end of December. There was discussion on the *Midwest Art Fair* which is an online and print publication. It was noted that it is nice for the arts and crafts side of Township Day, but Beecroft just hasn't had anyone note that they heard about Township Day from *Midwest Art Fair*. It was the consensus that Beecroft should have the ad in the magazine for one more year. The idea of having a small poll for vendors who apply to be at Township Day should be implemented for 2020. After all applications are accepted staff can review the necessity of this \$150 advertisement.

The Park Board went through the final report and the timeline draft with Beecroft's leading. Items such as booking fireworks, musical options, food vendors, and feedback were discussed. It was noted that Township Day 2019 received feedback on the musical options that Pandora's Other Box was a hit, but several thought the other artist was too heavy on the country genre. Beecroft will reach out to a few Classic Rock groups; Lamont Cranston and Gear Daddies will be contacted. It was noted that the ATM wasn't popular enough to have as an amenity for 2020. Beecroft will ensure that the vendors accept credit cards so the Town won't have to offer the ATM. There was discussion of obtaining a waste vendor, making recycling a priority. There was

MINUTES  
PARK BOARD MEETING  
DECEMBER 19, 2019

discussion on handicapped parking, potentially obtaining a shuttle or other services. There will be more discussion at the January Park Board meeting.

**POLAR LAKES PARK – SOCCER ASSOCIATION REPRESENTATIVES:** Todd Heckman and Magnus Hellmark from the Soccer Association were present to discuss items regarding Polar Lakes Park. First the Park Board discussed items on the Park Improvement list within the Capital Improvement Plan (CIP) being budgeted for 2020 such as trail sealcoating, ballfield improvements, dugouts roofs, restrooms, Columbia parking lot. It was noted that the restrooms need to be planned and proposed to the Town Board.

The Annual Budget meeting was discussed and the Soccer Association volunteered to help get the word out to Township residents about important meetings like that in the future. There was discussion about the expansion of the central soccer field and the field lighting. It was noted that these would be the 2 highest priority of the Soccer Association, below the restrooms. It was noted that the last lighting done on a soccer field grant funding matched 50%. The representatives will look into grants and other funding options. The idea of asking for sponsorship from a company in the Township, such as Aspect LED, may be a good approach. There will be more discussion at future meetings.

**BELLAIRE BEACH – UPDATE (UTILITY COMMISSION REVIEW & RECOMMENDATION REGARDING SUBTERRANEAN STORMWATER TREATMENT):** The Town Planner reported that the Utility Commission discussed this agenda item and would like to know more about it. It will be an expensive project, and the Commission wants to ensure that this is needed. The Utility Commission recommended having the Town Planner and (a) representative(s) from the Park Board present at the January meeting to discuss this more in depth. There was discussion of this subterranean stormwater plan, what the goal is. Staff is working on a master plan of the park. It was noted that there are grants and funding available for the shelter and shoreline improvements. It was the consensus that the best route would be to come up with a clear concept plan for the Utility Commission to see what the Park Board would like to do, from this subterranean stormwater pond to plans regarding the open space it will create. Then the Utility Commission will be better able to decide wants verses needs in this case.

The Park Board took a break from 7:34 to 7:46 p.m. for pizza.

**COUNTY ROAD UPGRADES PLANNED:** The Town Planner summarized the county road improvement list planned for 2020 and the following years. The map on page 10 of the packet shows the roads. There was discussion on whether or not the county is planning on adding shoulders, curb and gutter, or different striping methods. The county recently redid West Bald Eagle Boulevard and residents are happy with the result. There was discussion of Buffalo street and how it is on the Town's 2020 pavement management improvement list. There was discussion of stormwater, full reclamation, and lane width. Ten feet is the minimum lane width. There was discussion of the existing sidewalk along County Road H2. The Town has budgeted \$100,000 to improve trails which could be used to upgrade the County Road H2 sidewalk. It was noted that the Town Board is discussing this agenda item at the Town Board Executive meeting on December 20, 2019.

**MINUTES  
PARK BOARD MEETING  
DECEMBER 19, 2019**

There was discussion of the Bruce Vento trail. The county will apply for federal funding and the trail will take grant money to get done. It was noted that the plan is much more detailed now. It was noted that with the school expanding it may affect traffic flow in that area. There was minor discussion of traffic studies and the Rush Line Corridor. There was minor discussion of one-ways and of the county wanting to turn back East Bald Eagle Boulevard. There will be more discussion at the January Park Board meeting.

**ORGANICS DROP-OFF:** Town Board Supervisor Ruzek wanted to discuss the organics drop-off. Organics are collected curbside in other communities, and it has been considered, but not implemented in the Township. Ramsey County is pushing for collection, but that residents can just put the organics in a separate bag within the trash receptacle and recycling and waste staff will sort it on site. This is proposed for 2022. Staff wanted to discuss a temporary site within the Township. The county will fund it. There were a few locations suggested and discussed like Tamarack and a couple parks. There was discussion of safety, surveillance, and folks dropping off non-organic items. The area where this drop-off receptacle would be needs to be visible by roads. It was the consensus that the Town Planner will talk to Tamarack about housing the drop-off receptacle in their lot. There was discussion of the possibility of 2 receptacles, one on the north side, one on the south.

**PUBLIC WORKS DIRECTOR REPORT:** The Public Works Director was present to discuss the Public Works Director Report in regards to Parks Projects and to answer any questions. A **water tank truck** was in the 2020 budget, but staff found a reasonably priced, used water tank truck in late November. The Town Board approved purchase at the first Town Board meeting of December, and it's already been put to use flooding rinks. It was noted that this truck will be able to water the trees planted by Tree Trust in the future. So far there have been over 100 trees planted by Tree Trust.

There was discussion of roads, ash tree removal, tree trimming truck repairs. Public Works staff held their annual **Winter Maintenance Training breakfast** that reviewed safety protocols, anti-icing and de-icing chemical application rates, etc. There was discussion of brine and salting. The Public Works Director gave an explanation of the winter maintenance staff does, and how they are setting up salt to work better in lower temps. There was discussion of staff using less salt on roads near runoff spots so as to preserve lakes and other natural water sources; salt is a major contaminant.

**ADDED AGENDA ITEMS:** There was open discussion regarding the Lake Links planning to wrap up in October 2020, E County Line reconstruction from County Road F to Cedar, the Pollinator Friendly Alliance, and setting goals for 2020 for Park Board items.

Reeves moved to adjourn the meeting at 8:35 p.m. Josephson seconded. Ayes all.

Respectfully Submitted,

Megan R. Cavanaugh  
Recording Secretary



## Park Board Meeting January 16, 2020

**Agenda Number:** 4

**Subject:** Township Day / Movie in the Park

**Documentation:**

**Action / Motion for Consideration:**

Report at Meeting / Discuss

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**Minutes**  
**Park Board Meeting**  
**December 19, 2019**

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White Bear Park Board Update  
January 2020

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2020 Timeline  
2020 Financial Summary

**Movie in the Park**

- Dates
  - May 9, June 20\*\*, July 11, August 8
  
- Timeline
  - Jan/Feb - Outreach to Movie Hosts
  - Mar - Pick Movies
  - April - Begin Promo
  
- Publicity
  - WBT Website & Facebook - IN PROGRESS
  - WB Magazine, City Pages, Ski Otters, and WBP - 4 monthly movie ads

**White Bear Township Day**

Saturday, September 19, 2-9 pm

ENTERTAINMENT

Main Stage (Emcee - TBD)

- 2:00-4:00 - TBD (kids group? emerging band?)
- 4:00-4:45 45 min - WBL Drumline - \$200
- 4:45-5:00 - Emcee/Park Board Speaking
- 5:00-8:00 - Headliner TBD
- 8 pm National Anthem
- 8:05 pm - Fireworks

Options (Last year spent \$3,200 on both acts)

<http://goodbadfunky.com>

Martin Zellar and the Hardways \$5,000

<http://www.geardaddies.com/band/> \$25,000 - NO

Community/Kids Stage

- Schedule (Emcee - Marlene Peterson, CPA?)
  - Children's Performing Arts, WBL Band, WBL Cheerleaders, other?
- Sound - Lisa's speaker



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### Special Features

- Fireworks
  - RES Specialties - Irv Hammonds
  - WBL Fire Dept (Kurt Frison) - Permit
- Car Show – Sponsor - Viking Auto/Jake Sarrack
- Bean Bag Tournament (\$400) - Sponsor - Viking Auto/Jake Sarrack
- Petting Zoo – Cock-a-Doodle Zoo (\$850)
- Touch a Truck
  - WBT Public Works - Dale
  - Public Safety/Ramsey County - Steve Yochim
  - WBL Fire Dept - Connie Anderson/Kurt Frison
- Inflatables – John Ficcadenti
- WBL Archery - Jennifer Griser
- Face painting - WBL Cheerleaders, Terrie Sherrick
- White Bear Food Shelf - Perry/Amanda
- Tamarack Demo, Melanie Harding (\$750 SCORE funding)
  - Animal showings will be between 2 and 5 p.m.
- Town Hall - WBLA Historical Society - Sara
  - Tours, Bingo???
- Silent Auction
- Other?

### VENDORS

- RegisterONE Online Vendor Application
  - \$99 per event + 2% transaction fee (absorb or pass on)
  - Paypal/Stripe service fees are 2.9%+\$0.30 on all transactions processed
  - Accepted vendors can pay by check or credit card
- Approve prices in Feb, Launch app in March

### SPONSORSHIPS

- 2019
  - Fireworks (\$1,000) - Nextern Medical Devices
  - Car Show & Bean Bag Tournament (\$500) - Viking Auto Repair
    - (Plus Mankato Area Cornhole, Hisdahls, Cremaster Racing, O'reilly Auto Parts)
  - Car Show (\$500) - HPM 2020 (If return, different sponsorship)
  - Kids Activity Zone (\$500) - Lucy's Burgers
  - Petting Zoo (\$500) - Lake Animal Hospital

White Bear Park Board Update  
January 2020



- 
- o Media (In Kind) - White Bear Press - Define contribution!
  - 2020
    - o Viking - increase to \$1000 (exclusive to cover cost of Bean Bag & Car plaques)
    - o Push Fireworks (multiple \$1000 sponsorships)
    - o More Community/Friend for smaller sponsors

PLANNING/LOGISTICS

- 

VOLUNTEERS

- 

MARKETING/PUBLICITY:

- Billboard – (Clear Channel - Matt Weiland/Cassie Hilke) - \$1000.00
- AspectLED Digital Sign (Free)
- Print
  - o Utility bill 8x11 color insert DONE
    - Design - Angela Homic
    - Print/Insert - EcoThynk - Gale Ward 4500 printed/inserted, plus 500 copies overrun - \$750
  - o Poster 11x18
    - Design - Angela Homic, Print - Trade Press
  - o Car Show/Cornhole Quarters - Lisa
- Web/Social Media
  - o Website, Facebook event, Press release to local media & web calendars
- Advertising
  - o Midwest Art Fairs – (Vendors - Catalog 1/6p ad - \$125, List - \$25) DONE
  - o ~~Town Life Magazine – 10" ad DONE~~
  - o City Pages - \$200 -
  - o Ski Otters Program – Color ¼ page, 15 local shows - \$225
  - o White Bear Press – Car Show (9/4, 9/11), Special Section (9/11), Thank You Ad [Past years \$1,300]
- SCC - Arlin Becker - both musical performances

Township Day Financial Summary 2020

	2019 Final	2020 Budget	2020 To Date	Pending	2020 Final	Δ	Notes
<b>Income</b>							
Vendors	\$ 1,533	\$ 3,000			\$ -		Increase prices, more vendors
Sponsors	\$ 3,000	\$ 5,000			\$ -		Fireworks, Car Show/Bean Bag
Silent Auction	\$ 722	\$ 1,000			\$ -		2019 - \$245 unpaid
Glow Sticks/Tip Jar	\$ 118				\$ -		
Donations	\$ 175				\$ -		
<b>Total Income</b>	<b>\$ 5,548</b>	<b>\$ 9,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		
<b>Expense</b>							
<b>Entertainment</b>							
Swank Motion Pictures	\$ 1,620	\$ 1,700			\$ -		
Twilight - Projector	\$ 3,900	\$ 4,000			\$ -		
Inflatables		\$ -			\$ -		2020 - Pay/Sponsor to lower cost of wristbands?
Headliner	\$ 1,600	\$ 2,500			\$ -		
Opener	\$ 1,500	\$ 500			\$ -		
Drumline	\$ 200	\$ 200			\$ -		
Sound	\$ 1,500	\$ 1,125			\$ -		2020 - 1 stage
Petting Zoo	\$ 850	\$ 850			\$ -		
Fireworks	\$ 5,650	\$ 6,000			\$ -		
Bean Bag Tournament	\$ 400	\$ 400			\$ -		Viking
Tamarack	\$ 750	\$ 750			\$ -		Score funds
					\$ -		
					\$ -		
<b>Promotion</b>							
Billboard Sign	\$ 1,000	\$ 1,000			\$ -		
Signage - WBTD	\$ 1,535	\$ 1,500			\$ -		
Posters	\$ 134	\$ 150			\$ -		
Car Plaques	\$ 94	\$ 100			\$ -		Viking
Design Work	\$ 275	\$ 275			\$ -		
Ads*	\$ 3,466	\$ 3,500			\$ -		
Flyer Inserts	\$ 750	\$ 750			\$ -		
FB Ads	\$ -	\$ 100			\$ -		2019 - Lisa paid
					\$ -		
<b>Admin</b>							
Misc Supplies/Movies	\$ -	\$ 200			\$ -		2019 - Lisa paid
Event Director	\$ 8,400	\$ 9,000			\$ -		
					\$ -		
<b>Misc</b>							
ATM	\$ 345	\$ -			\$ -		2020 - No
RegisterOne Vendor Softw	\$ 99	\$ 99			\$ -		
Portable Toiletttes	\$ 455	\$ 500			\$ -		
Tent	\$ 1,480	\$ 1,500			\$ -		
2nd Stage	\$ -	\$ -			\$ -		Bill Foussard loaned us 4 sections
<b>Total Expense</b>	<b>\$ 36,003</b>	<b>\$ 36,699</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		



**Park Board Meeting  
January 16, 2020**

**Agenda Number:** 5

**Subject:** Polar Lakes Park

**Documentation:**

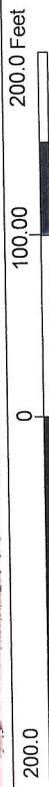
**Action / Motion for Consideration:**

Report at Meeting / Discuss – Central Soccer Field Expansion  
Restroom Location

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Minutes  
Park Board Meeting  
December 19, 2019

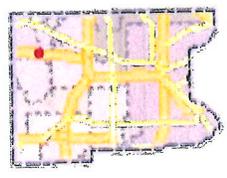
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The Annual Budget meeting was discussed and the Soccer Association volunteered to help get the word out to Township residents about important meetings like that in the future. There was discussion about the expansion of the central soccer field and the field lighting. It was noted that these would be the 2 highest priority of the Soccer Association, below the restrooms. It was noted that the last lighting done on a soccer field grant funding matched 50%. The representatives will look into grants and other funding options. The idea of asking for sponsorship from a company in the Township, such as Aspect LED, may be a good approach. There will be more discussion at future meetings.



NAD\_1983\_HARN\_Adj\_MN\_Ramsey\_Feet  
 © Ramsey County Enterprise GIS Division

**Legend**



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

**Notes**

Enter Map Description

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



400.0 0 200.00 400.0 Feet

NAD\_1983\_HARN\_Adj\_MN\_Ramsey\_Feet  
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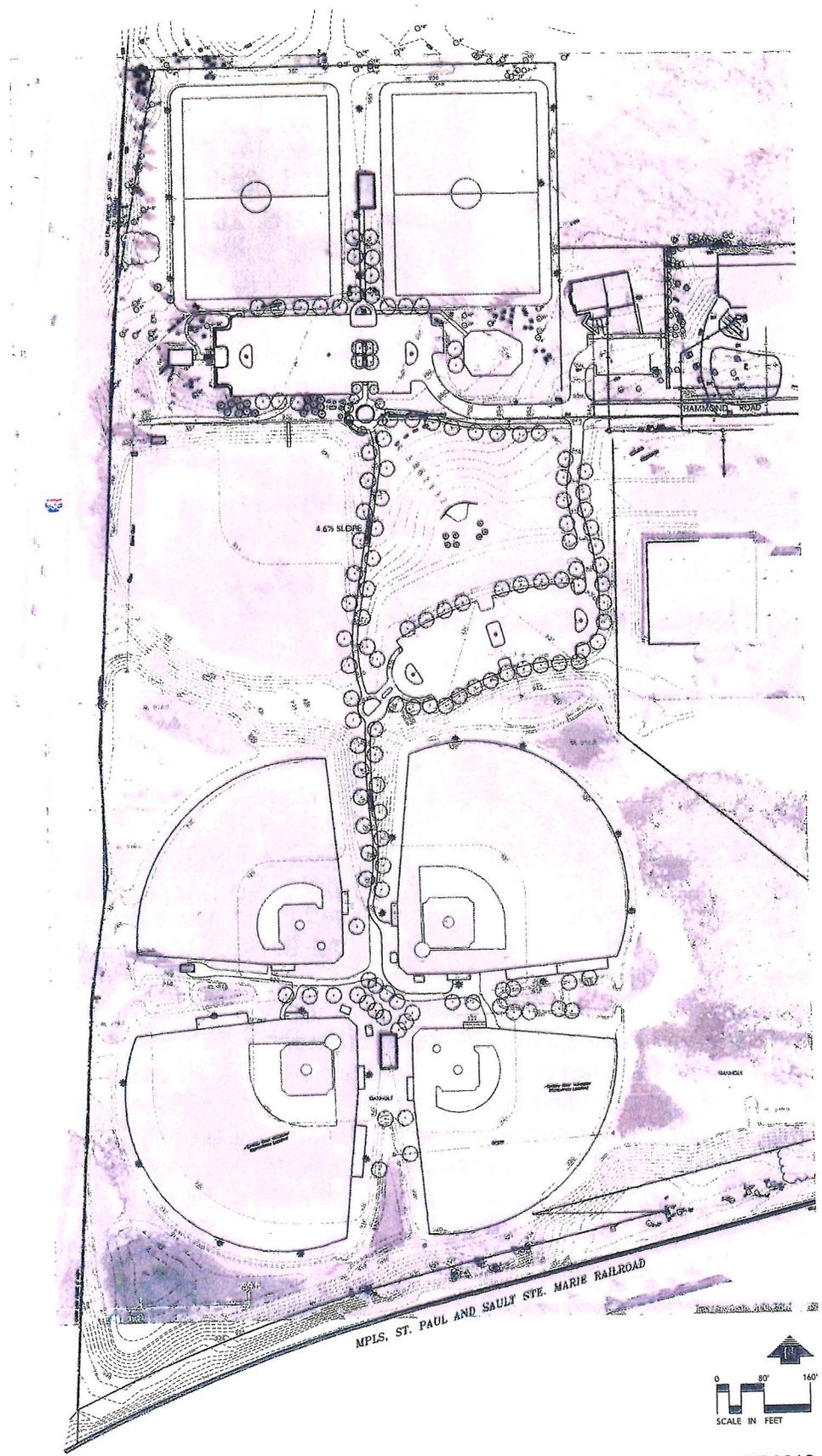


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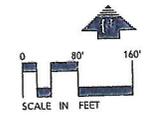
Enter Map Description

# POLAR LAKES PARK



EXISTING CONDITIONS

AUGUST 2019



WHITE BEAR TOWNSHIP



**Park Board Meeting  
January 16, 2020**

**Agenda Number:** 6

**Subject:** Bellaire Beach – Update

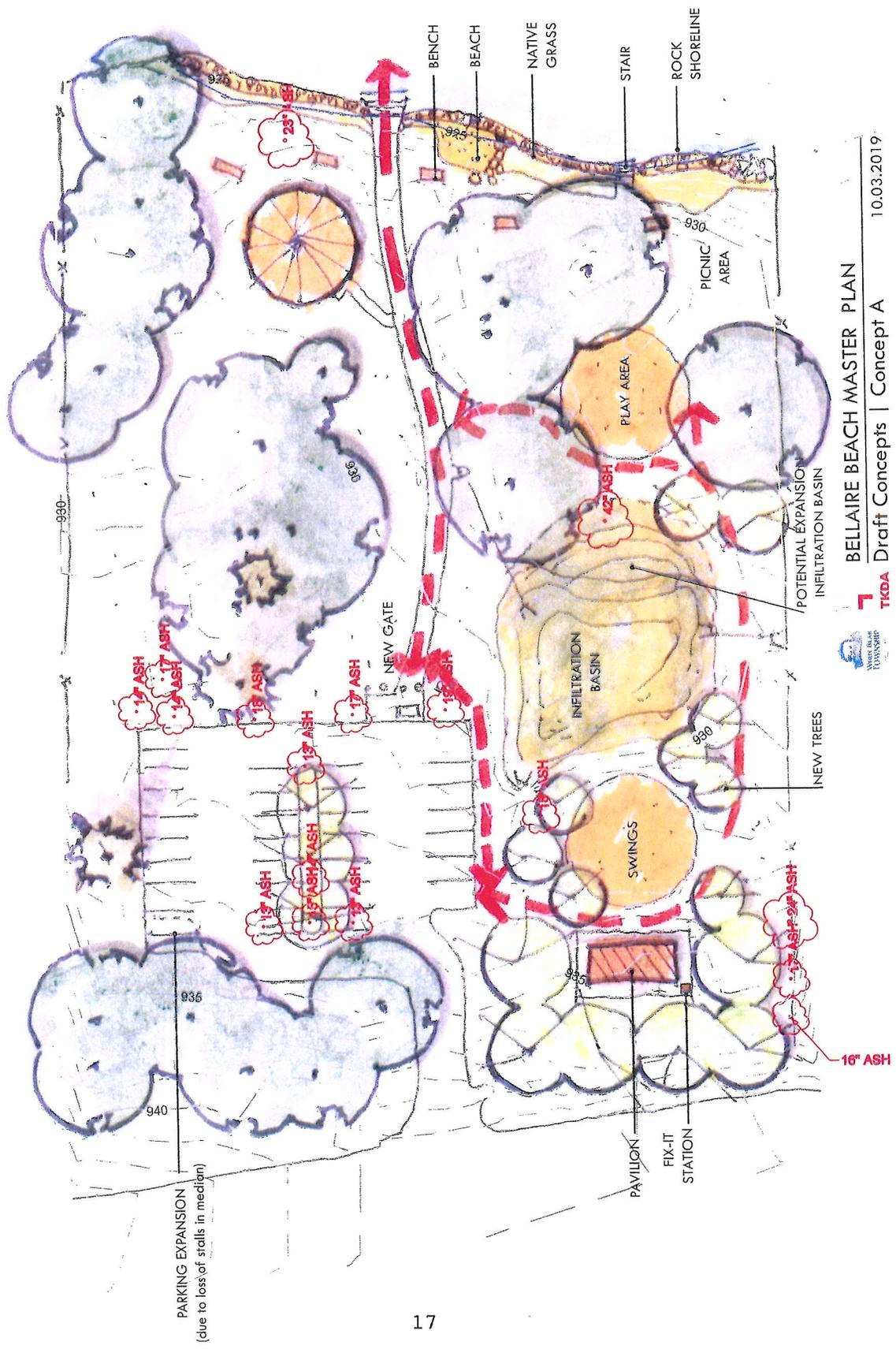
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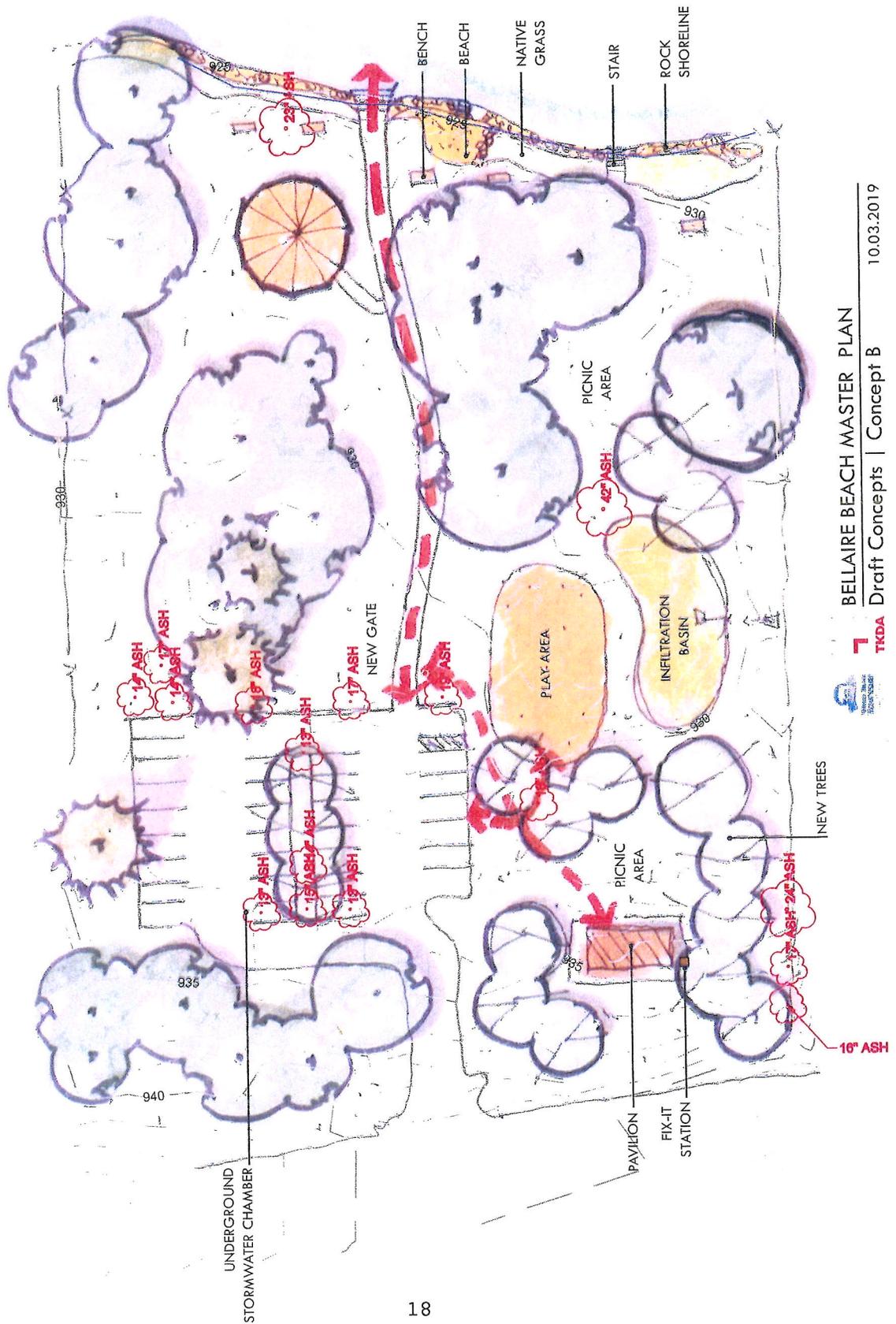
**Action / Motion for Consideration:**

Report at Meeting / Discussion

-----  
Minutes  
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December 19, 2019

**BELLAIRE BEACH – UPDATE (UTILITY COMMISSION REVIEW & RECOMMENDATION REGARDING SUBTERRANEAN STORMWATER TREATMENT)**: The Town Planner reported that the Utility Commission discussed this agenda item and would like to know more about it. It will be an expensive project, and the Commission wants to ensure that this is needed. The Utility Commission recommended having the Town Planner and (a) representative(s) from the Park Board present at the January meeting to discuss this more in depth. There was discussion of this subterranean stormwater plan, what the goal is. Staff is working on a master plan of the park. It was noted that there are grants and funding available for the shelter and shoreline improvements. It was the consensus that the best route would be to come up with a clear concept plan for the Utility Commission to see what the Park Board would like to do, from this subterranean stormwater pond to plans regarding the open space it will create. Then the Utility Commission will be better able to decide wants verses needs in this case.







## Park Board Meeting January 16, 2020

**Agenda Number:** 7

**Subject:** County Road Upgrades.

**Documentation:**

**Action / Motion for Consideration:**

Report at Meeting / Discussion

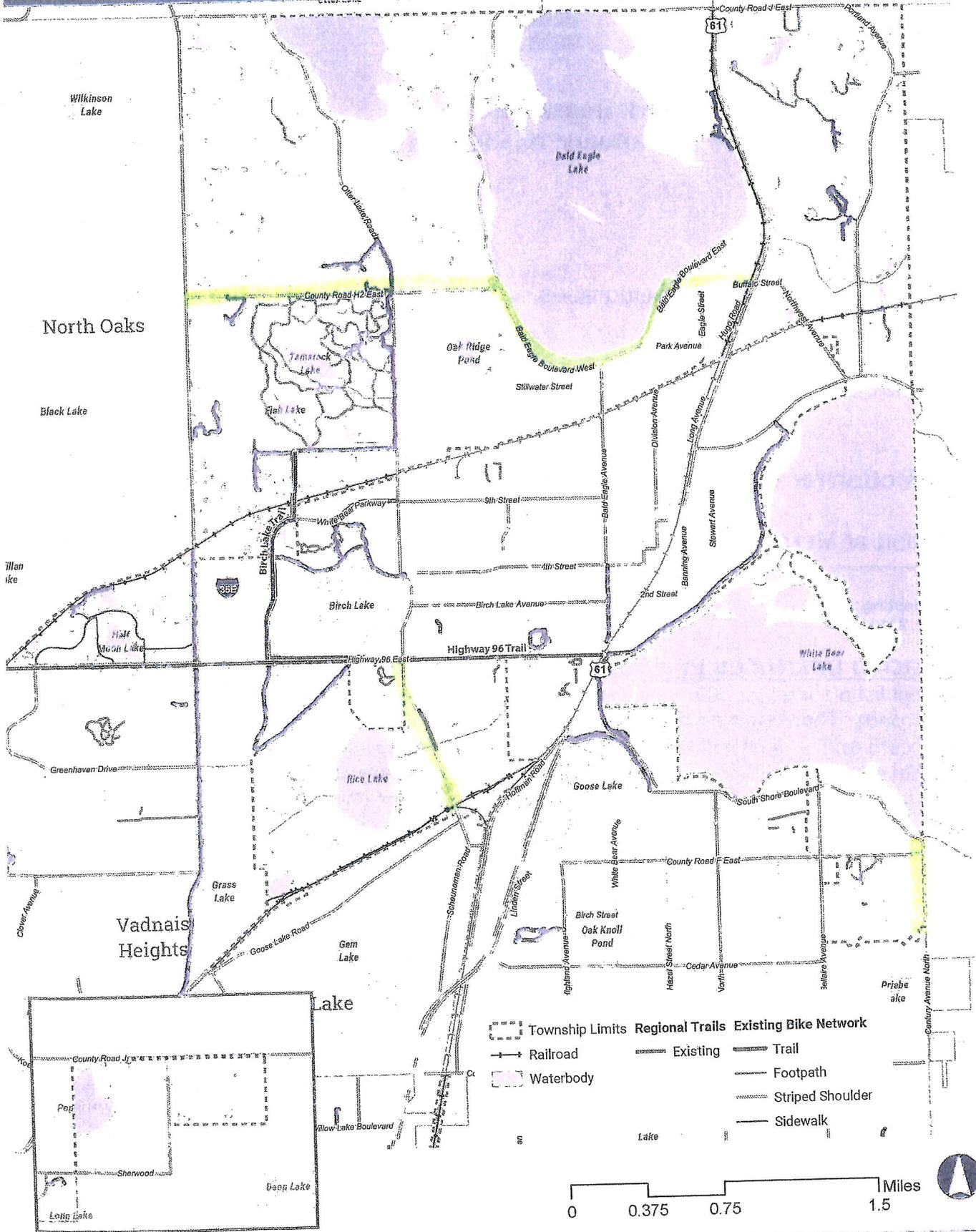
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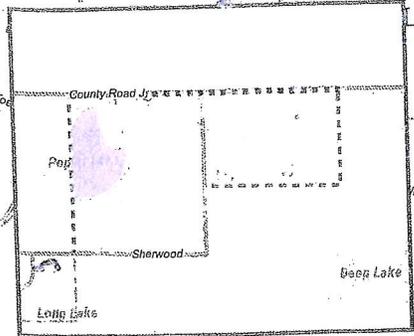
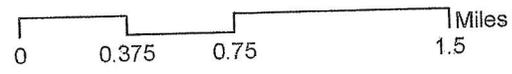
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= 2020 CO. ROAD PROJECTS  
 = ROAD UPGRADED IN 2019

**FIGURE 7.1 EXISTING BICYCLE AND PEDESTRIAN FACILITIES**



- Township Limits
- Waterbody
- Railroad
- Existing Regional Trails
- Trail
- Existing Footpath
- Striped Shoulder
- Sidewalk





## Park Board Meeting January 16, 2020

**Agenda Number:** 8

**Subject:** Organics Drop-Off

**Documentation:**

**Action / Motion for Consideration:**

Report at Meeting / Discussion

-----  
**Minutes**  
**Park Board Meeting**  
**December 19, 2019**

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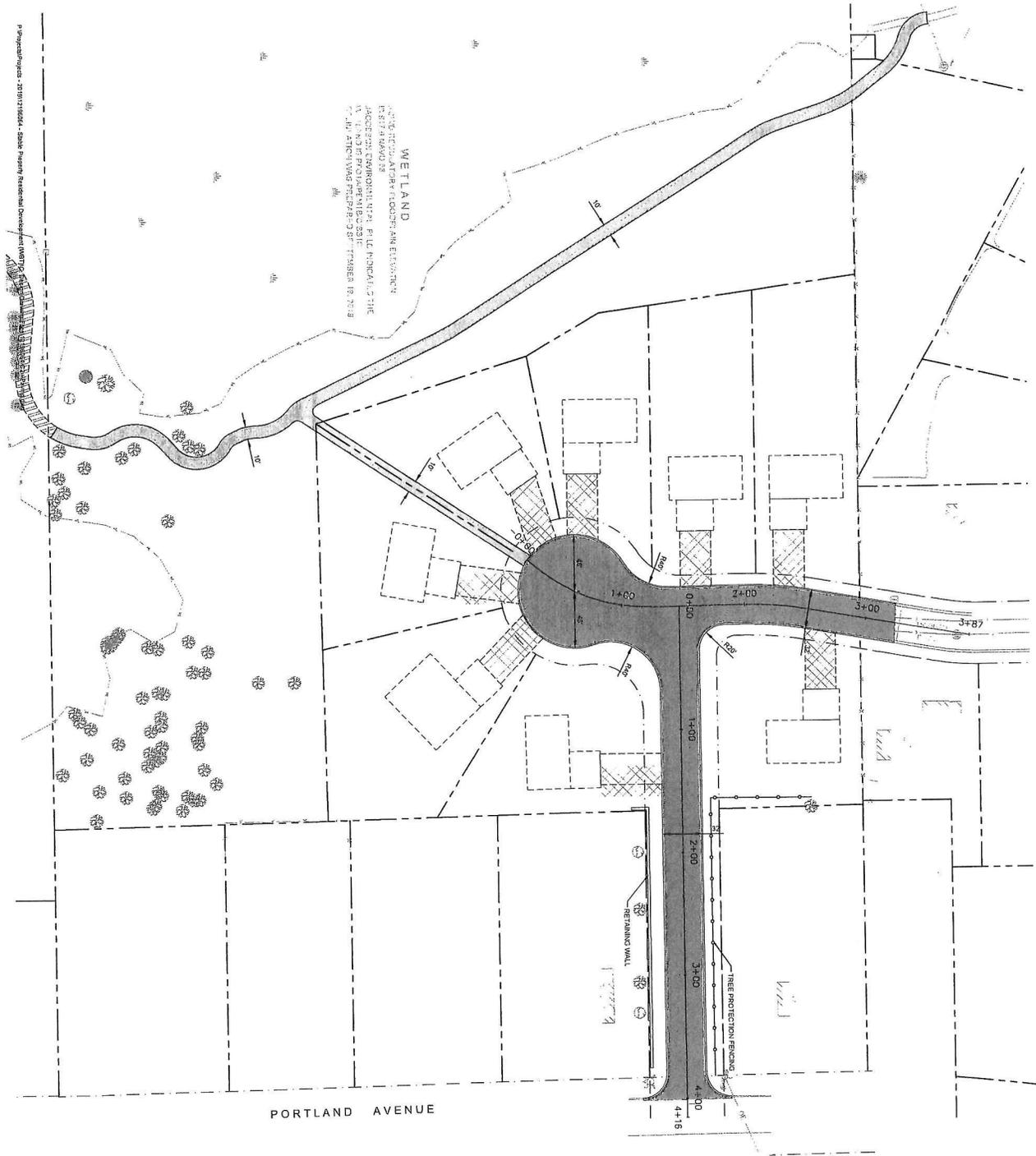
**Park Board Meeting  
January 16, 2020**

**Agenda Number:** 9

**Subject:** Stable Property

**Documentation:**

**Action / Motion for Consideration:**



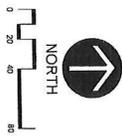
PORTLAND AVENUE

**LEGEND**

- PROPERTY LINE
- - - RIGHT-OF-WAY LINE

**SYMBOL LEGEND**

- ROADWAY BITUMINOUS PAVEMENT SECTION
- TRAIL BITUMINOUS PAVEMENT SECTION
- FUTURE DRIVEWAY BITUMINOUS PAVEMENT SECTION
- FUTURE TRAIL BITUMINOUS PAVEMENT SECTION



PRELIMINARY PLAT NOT FOR CONSTRUCTION

<p><b>C200</b></p> <p>PAVING PLAN</p> <p>Project: 1718554.000          Drawn By: MTH          Checked By: MWP          Date: 12/28/19</p>	<p><b>White Bear Lake</b>          ENGINEERING, INC.          DATE: 12/28/19 L.C. No. 4185</p> <p>I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed and in good standing professional engineer in the State of Minnesota.</p>	<p><b>Client</b></p> <p><b>2019 STABLE PROPERTY RESIDENTIAL DEVELOPMENT</b>          WHITE BEAR TOWNSHIP MN          23</p> <p><b>Client</b></p> <p><b>WHITE BEAR TOWNSHIP</b>          1281 HAMMOND ROAD          WHITE BEAR TOWNSHIP, MN 55110</p>
<p><b>Larson Engineering, Inc.</b>          3524 Labore Road          White Bear Lake, MN 55110          651.481.9120 (F) 651.481.9201          www.larsonenr.com</p> <p>© 2019 Larson Engineering, Inc. All rights reserved.</p>		





NAD\_1983\_HARN\_Adt\_MN\_Ramsey\_Feet  
 © Ramsey County Enterprise GIS Division

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

**Legend**

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



**Notes**

Enter Map Description



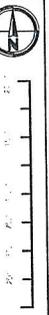
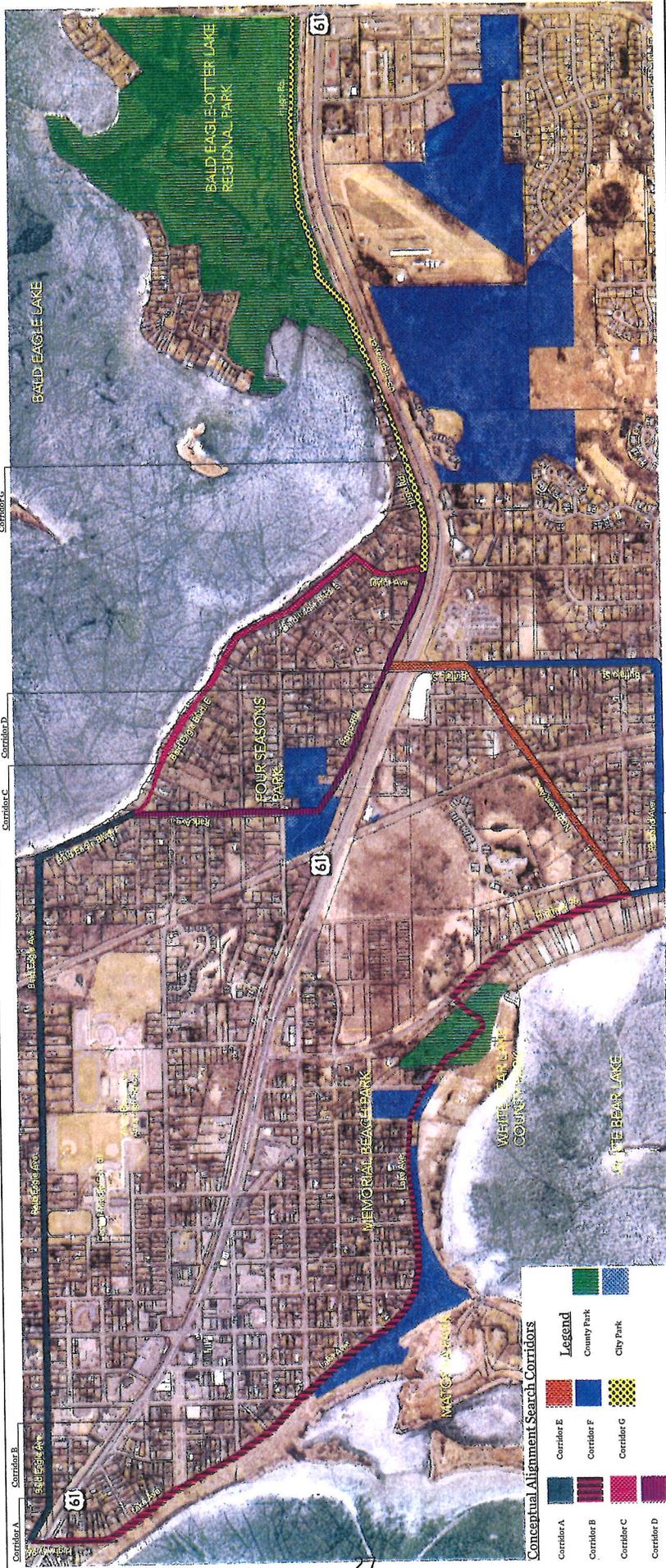
**Park Board Meeting  
January 16, 2020**

**Agenda Number:** 10

**Subject:** Vento Trail

**Documentation:**

**Action / Motion for Consideration:**



**Bruce Vento Regional Trail**  
 Conceptual Alignment - Highway 96 to County Road J

**RAMSEY COUNTY**  
 Parks & Recreation

Contact Information  
 2025 New Drive, Street  
 Maplewood, MN 55109  
 PH: 651-766-9200



**Park Board Meeting  
January 16, 2020**

**Agenda Number:** 11

**Subject:** 2020 Project Timeline.

**Documentation:**

**Action / Motion for Consideration:**

## PARK PROJECTS 2020

Timeline:

Bellaire Beach Parking Lot –	
Review by the Utility Commission	2/2020
Review by the Park Board	1/2020
Park Board to give Staff Direction	2/2020
Staff Direction to TKDA on Design	
Park Board to Review Plans	2/2020 & 3/2020
Park Board to Recommend to Town Board Approval or Denial	3/2020, 4/2020
Bid Process	
Construction	9/2020
Columbia Park Parking Lot -	
Review Design Proposals	2/2020
Park Board Review of Proposal	2/2020
Park Board Review of Design Proposal	3/2020, 4/2020
Park Board Recommendation	3/2020
Town Board Consider Recommendation	3/2020
Bid Process	4/2020
Construction	Fall 2020
Saputo Shelter (see Bellaire Parking Lot) –	
Review by Park Board	1/2020
Direction to TKDA	1/2020
Review Design	2/2020
Recommendation	3/2020
Town Board	4/2020
Bid Process	
Construction	9/2020
Bellaire Beach Shoreline Project –	
Park Board Review	2/2020
Recommendation	2/2020
Town Board Review	3/2020
RCWD Process	
Construction	9/2020
South Shore / Lake Links Trail – See Separate Attachment from Kimley Horn	

N.E. Area Trail Development –

Plat Review by Park Board	1/2020
Planning Commission & Town Board Review	2/2020, 3/2020
Project Put Up for Sale	4/2020
Developer Grades	
Public Road Development Process	

Polar Lakes Park Restroom –

Park Board Review	1/2020
Location of Site & Bathroom Type to be Constructed	
Review RR Proposal Options	2/2020
Recommendation	3/2020
Public Review / Bid Process	4/2020
Construction	10/2020
Apply for Grant Funding thru DNR for Trail & Second Restroom	

County Road H2 Sidewalk - 2021



**Park Board Meeting  
January 16, 2020**

**Agenda Number:** 12

**Subject:** Public Works Director Report

**Documentation:** Report

**Action / Motion for Consideration:**

Report at Meeting / Discussion

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

- 1. Lift Station Upgrades–**
  - Lift Station #9 (the last of the Town’s 10 Lift Stations to be rehabilitated) – The lift station is now fully operational. The Contractor is monitoring alarms via cell modem until the official Start Up was completed on December 18<sup>th</sup>. There are some The concrete driveway and site restoration will be completed in the early summer of 2020.
  
- 2. Safety**
  - Public Works staff held their annual Winter Maintenance Training breakfast that included review of safety protocols, anti-icing and de-icing chemical application rates, Watermain repairs, Sanitary Sewer Overflows, Pre and Post trip vehicle inspections, Snow and Ice Control route maps, etc.
  
- 3. Water Meter Repair/Reading**
  - Water meter replacement project update – M&E Construction started installations with one installer on July 8<sup>th</sup>. M&E is still completing warranty work. A meeting was held regarding the completion of the water meters. The Clerk/Treasurer, Finance Officer, Finance Analyst, Core & Main’s representative Kirk Peterson, and the Public Works Director were in attendance. We discussed the process for completing the project.
  - Commercial meter testing – Will continue in 2020
  
- 4. 2019-2028 Capital Equipment/Capital Improvement Programs**
  
- 5. Storm Water Program**
  - The Town Engineer will be developing plans and specifications for Outfalls 5 and 6 that discharge into Bald Eagle Lake. The project needs to be completed by the end of 2020 to take advantage of the Grant from Rice Creek Watershed District (RCWD).
  - The Town Engineer and Public Works Director, over the winter, develop a planned replacement of the long culvert that inlets on Liebel Street, crosses Highway 61 and the Railroad Tracks and outlets in the ditch along Hugo Road.
  - Staff will be completing an updated SWPPP for submittal to the MPCA.
  
- 6. Water system improvements/issues**
  - Manganese update – Plans and specifications are being developed for longer term solutions to blend the water from the different wells in each system.
  - The Town Engineer is going to provide an agreement for the Town Board to approve regarding replacement or lining of watermain between Taylor Ave

and Gaston Ave, on Hugo Road. The also East Bald Eagle Boulevard between Eagle Street and Beaver Street. There have been roughly 8+ watermain breaks between Taylor Avenue and Gaston Avenue over the last 30 years and equal number on EBE. The watermain is a 12" line. One home would be without water. We can temporary water from a hydrant on Taylor while the work is being completed for the resident at 5475 Hugo Road.

- Hammond Road Water Tower repainting in 2019 –There are remaining punchlist items to be completed in early 2020. The installation of the concrete floor is the largest remaining punchlist item.
- An interconnect for area south of TH 96 with the City of White Bear Lake's water system is being reviewed by the Town Engineer and Public Works Director.

**7. Sanitary sewer system improvements/issues**

- The City of Birchwood's gravity sanitary sewer connection work has been completed. Staff is working with the City of Birchwood's Engineer to remove lift station #1's SCADA screen and related programming from the Town's SCADA computer. He will also coordinate the televised inspections of the sanitary sewer service line connections.
- The Town will receive a grant reimbursement check for \$68,345.04 from the MCES for I/I work completed during 2017, 2018, and 2019.
- The Town Engineer will be verifying requested capacity of the Centerville Road sanitary sewer line, based on the development projections provided by the North Oaks Company.

**8. Street Improvement Program.**

- A second 2020 Street Improvement Project meeting was held on December 4<sup>th</sup> @ Heritage Hall. There were fewer attendees than the first meeting.
- A resident, Chuck Mason, who resides at 1317 Stuart Avenue is questioning the naming of Stuart Avenue. Ramsey County show's it as Stuart Street on their system, the Town's Utility Billing has it as Stuart Avenue, the Town Planner contacted Ramsey County and they informed Tom that we just need verify what we would like? Tom is recommending changing to Stuart Street.

**9. Sign replacement program (retroreflectivity standard)**

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

**10. Personnel Updates:**

- Performance Evaluations are being completed for all Public Works staff.

**11. Park Projects:**

- The trails along White Bear Parkway, Hammond Road, Centerville Road, Otter Lake Road, Polar Lakes Park and Columbia Park will be sealcoated in 2019. This year's project has included the Well and Lift Station parking lots. The Town Board accepted the bids and awarded the bid to Borderlines Pavement. Progress has been slowed by the rainy September weather.
- The outdoor ice rinks are being established with the cold weather snap.

**12. Ramsey County Projects within the Township;**

**2020**

- West Bald Eagle Boulevard from County H-2 south to Bald Eagle Avenue.
- East Bald Eagle Boulevard from Bald Eagle Avenue to Buffalo Street
- Buffalo Street from Highway 61 west to East Bald Eagle Boulevard.
- County Road H-2 from West Bald Eagle Boulevard to Centerville Road.
- Otter Lake Road from Goose Lake Road to Highway 96.
- Century Avenue from Cedar Avenue to Co Rd F. (The Public Works Director met with Andrew Giesen, a Washington County Engineer regarding the Century Avenue work for 2020). This is a joint project between the two counties.

**2020-2023 Proposed**

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

**13. Informational sharing regarding Public Works in general:**

**Public Works Jobs for December 2019**

1. Monthly safety inspections of, fire extinguishers, emergency lighting, eye wash stations and A.E.D., fall harnesses
2. Continuing doing water testing and monitoring of the Towns water system
3. Continuous water testing at well's 1, 3, 4, 5 and 6
4. Continued various water meter and Radio repairs
5. Water shut off for home repairs

6. Locating and trying to operate curb stops for meter installation
7. New construction water turn on's and radio programing
8. Insulated the South Tower pit and moved the transducer to the pit
9. Gopher one locates in Township, North Oaks, Gem Lake, and Birchwood
10. Sign installation and repairs throughout the Township
11. Hauled watermain spoils to the White Bear Stable property for fill
12. Started winter ice/snow removal operation's on roads and trails/sidewalks
13. Emptied trash in all the parks
14. Brush and tree removals on Town trails
15. Removed 1/3 of the Ash trees at Polar lakes Park
16. Started flooding ice rinks at Mead, Eagle and Red Pine Park

#### **Mechanic jobs for December 2019**

- Changed the hydraulic push pole on #41 (5 yd. dump truck)
- Changed out multiple leaking hydro fittings on various trucks, and loader
- Changed cutting edge on #28 (pickup) plow
- Found a broken exhaust manifold on the #21 (Toolcat) and brought it in for repairs
- Went to look at the water tanker before the purchase of it
- Fixed some lights, welded some leaks and changed the coolant on #48 (tanker truck)
- Repaired nozzle on walk behind brine sprayer
- Worked on the gas powered post pounder idling problem
- Assisted Public Works



**Park Board Meeting  
January 16, 2020**

**Agenda Number:** 13 - 14

**Subject:** Added Agenda Items  
Adjournment

**Documentation:**

**Action / Motion for Consideration:**

# Lake Links Trail/South Shore Blvd

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## Project Advisory Team Meeting #1

December 16, 2019

### AGENDA

Introductions

Overview of Project Scope

Review Project Schedule

- Kick-off meeting with Ramsey County November 4, 2019
- Project milestones
  - Selection of three concepts to analyze (Dec 2019)
  - Prepare concept plans and complete analysis (Dec 2019 – March 2020)
  - Select preferred concept (April 2020)
  - Prepare 30% Preliminary Design Plans (June- August 2020)

Review Public Involvement Plan

- Project Advisory Team Meetings
- Public Open Houses
  - Meeting #1 focus: Selection of three concepts to analyze
  - Meeting #2 focus: Review final layout plan
  - Meeting #3 focus: Review 30% plans
- Public Hearings
- Website/ Social Media

Preliminary Concept Discussion

Synopsis of 2018 Study

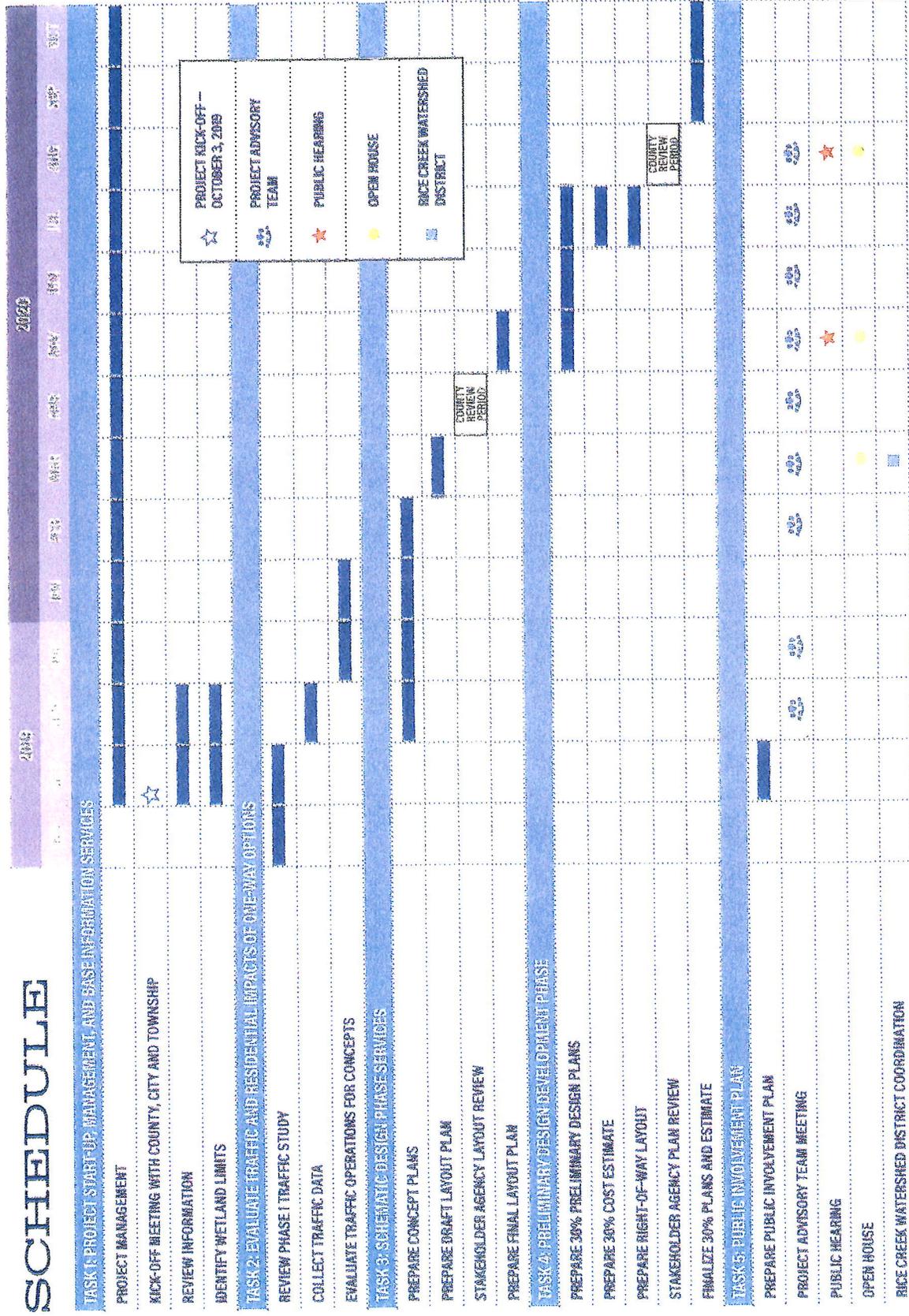
Field visit and data review observations

- Trail location (north side vs. south side)
- Traffic
- Trail experience opportunities
  - Lake vistas
  - Connections to regional trail network
  - Prepare concept plans and complete analysis





LAKE LINKS TRAIL/SOUTH SHORE BOULEVARD  
TRAIL DESIGN STUDY



Based on our experience, we can accomplish the project in 13 months, which is 5 months shorter than the 18-month timeframe provided in the RFP.





**Park Board Meeting  
January 16, 2020**

**Subject:** FYI / Items passed by the Town Board Pertaining to the  
Park Board

**Documentation:**

