



# 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 EXECUTIVE MEETING MAY 22, 2020

1. **8:00 a.m.** Call Virtual Meeting to Order at Administrative Office Conference Room, 1281 Hammond Road.
2. Approval of Agenda (Additions/Deletions).
3. Approval of April 24, 2020 Minutes.
4. 2020 Street Improvement:
  - a. Peterson Road Discussion
  - b. Update
5. Water System Improvements – Update.
6. I & I – Update.

### **9:00 a.m. – Chuck Mason to Join Meeting – 5456 Township Drive**

7. Code Enforcement Officer / Building Inspector Report:
  - a. 5456 Township Drive.
  - b. 5305 West Bald Eagle Boulevard.
8. Hockey Day Minnesota – Update.
9. Annual Clean-Up Day – Update.
10. Public Works Director Report.
11. Clerk-Treasurer Report:
  - a. DNR Groundwater Management – Update.
  - b. COVID-19 – Update.
  - c. Water Gremlin
12. **Attorney/Client Closed Meeting** - Possible Litigation.
13. Added Agenda Items.
14. Receipt of Agenda Materials / Supplements.
15. Adjournment.

### **White Bear Township's Mission:**

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



recycled paper



**Town Board Executive Meeting  
May 22, 2020**

**Agenda Number:** 1 – 2 - 3

**Subject:** Approval of May 22, 2020 Agenda  
Approval of April 24, 2020 Minutes

**Documentation:** May 22, 2020 Agenda  
April 24, 2019 Minutes

**Action / Motion for Consideration:**

Call meeting to order:	
Approval of Agenda:	May 22, 2020 (additions/deletions)
Approval of Minutes:	April 24, 2020 (additions/deletions)

**MINUTES  
TOWN BOARD EXECUTIVE MEETING  
APRIL 24, 2020**

The meeting was called to order at 11:00 a.m.

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

Please note that the Executive Town Board meeting of March 2020 was cancelled due to preparation of the coronavirus (COVID-19) pandemic. The meeting was held at the Town Office Conference Room, present there were the Town Finance Officer, Town Attorney, Town Clerk, Town Planner and the Public Works Director. Town Board Chair Prudhon, Supervisors McCune and Ruzek and the Town Engineers were present via telephone conference. The motions, seconds, and votes were stated by roll call as directed.

**APPROVAL OF AGENDA (Additions/Deletions):** Ruzek moved approval of the agenda as submitted with the added agenda items in the supplement. McCune seconded. Ayes all.

**APPROVAL OF MINUTES OF FEBRUARY 21, 2020:** Ruzek moved approval of the February 21, 2020. McCune seconded. Ayes all. There was some discussion over the minutes in regards to Ramsey County and parking enforcement.

**2020 STREET IMPROVEMENTS – PETERSON ROAD DISCUSSION – UPDATE:** The Town Engineer was present to report on the bids and contractor updates. The contractor is ready to start whenever, subcontractor as well and they are excited and open from private work slowing down in the current economic environment. The bids came in very favorably to the Township, nearly \$1 Million under bid. The Engineer wanted to start discussion on how staff should proceed. If staff took a 25% reduction look at the assessments, each parcel that is taxed will go from an \$11,000 assessment to between \$8,250 and \$8,500. Likewise, the Township's portion will reduce from \$1.26 Million to around \$850,000. The only costs that aren't reduced by the low bids are the utility projections.

There was discussion of adding Peterson Road, the Water System Improvements, and the Restrooms in Polar Lakes Park in one bond to save time and money. The Restrooms may need to be a separate bond, but staff can still obtain bond at the same time. The deadline for the bonds depends on when the construction starts. If construction starts in a month or so, the Finance Officer needs the funding sources for bond information very soon.

There was discussion of the changes in economic factors, and whether the Township should alleviate the financial burden of residents by lowering the rate. It was decided that the Town should keep the flexibility and evaluate the assessments at a later date once the project is completed since the assessments cannot be raised. Residents will get a chance to speak on the assessments at the final public hearing. The real estate appraisals were noted: along Peterson Road, each property would see an increase of property value of \$80 to \$200 per front foot; and along the south projects, each property would see an increase of property value of \$8,000 to \$12,000.

**MINUTES  
TOWN BOARD EXECUTIVE MEETING  
APRIL 24, 2020**

Peterson Road was discussed in detail, especially in regards to assessments. The assessment rates affect the levy rate. Currently staff is looking into just running a water line and a bituminous road. The multi-family unit housing will not have input on the assessment rate. The most recent gravel roads that became paved had had some funding from other sources, and didn't require assessments. The consensus was that the Town is going to do it either way.

The Town Engineer put together several options for Peterson Road for the Board to look over and discuss and decide upon one. Options include grading, engineering aspects, trails, etc. There is too much to discuss at this meeting, so it was the consensus that the Engineers will have all aspects and options available for the Board to look at come the Town Board Meeting of Monday, May 4<sup>th</sup>. The Board can then accept the most aggressive bid at that time. There was discussion on right-of-way on Peterson Road. A quick condemnation of right-of-way takes between 30 and 45 days. This is also something the Board should be doing right now. Staff will take the normal course of action in communication with the residents on schedule, etc.

**WATER SYSTEM IMPROVEMENTS – UPDATE:** The Town Engineer reported that the Water System Improvement project is near the beginning of starting. The contractor is setting everything up on their end, preparing for the eminent start date. The only hold up is the written approval of permit form the Minnesota Department of Health. Staff has received a verbal approval, but the actual document is what is needed. With everyone working remotely, it can slow these processes down a bit.

**LAKE LINKS REPRESENTATIVES – CALL IN:** Representative not available.

**I & I – UPDATE:** The Public Works Director reported that the 2020 I & I will be just a following-up on the items done last year, mainly joint sealing, one pipe repair, some flow monitoring, easement work, etc. Staff is not bound by Met Council on this project anymore.

**TOBACCO 21 – ORDINANCE NO. 69 AMENDMENT:** The Town Clerk reported that the language adjustment to reflect the amendment regarding Tobacco 21 has been made and is in the packet. This is just for the Board to look over, read through, and prepare for the May 4<sup>th</sup> Town Board meeting. The Town Attorney noted that he will write up a memorandum of the attached document to alleviate any confusion, as the amendment is thick with legal rhetoric. The Board will have to review that memorandum before the May 4<sup>th</sup> Town Board meeting. Due to this, this agenda item is tabled until the May 4<sup>th</sup> meeting, per the Attorney's memorandum and recommendation.

**BELLAIRE BEACH LIFEGUARDS – TOWNSHIP DAY:** The Town Planner reported that the Town is moving ahead with these events. The YMCA contract didn't expire; it has a renewal clause. The contract runs Memorial Day through Labor Day. After mid-August the Board can extend from weekends to weekdays for \$276 per day. With the 3% increase, the Town will spend \$21,218.00. There was discussion of whether or not the beach should be open to the public in light of the current pandemic. Minneapolis public beaches are closed; Saint Paul public beaches are closed. As far as staff knows Ramsey County beaches are closed, but staff will check with Ramsey County and the surrounding communities of their precautions. The Town Attorney will look into the contract and see if the Town is required to fund the contractors

**MINUTES  
TOWN BOARD EXECUTIVE MEETING  
APRIL 24, 2020**

if the beach is shut down or not. The Town Planner will check in with the YMCA to see if contracted life guards are even available.

Township Day was moved back a week due to scheduling conflicts and planning is continuing but there is discussion that needs to be had as events are being cancelled every day. The Board could cancel 30 to 60 days out. There was a serious consideration by the state in regards to the State Fair. So if that is the atmosphere, the Town may have to cancel. As of now, staff should continue, and then specifics will be dealt with. There was discussion of portable and physical restrooms of whether they should be closed to the public since daily sanitization is not kept up. Portable restrooms are open at construction sites.

**HOCKEY DAY MINNESOTA – UPDATE:** Corey Roberts was present via telephone to give the Board a brief update. He, the Wild, and Fox Sports North have been in conversation with Bemidji who had hosted last year to gain information on the quality of the turf the following spring. Bemidji and Minneapolis both said the damage was minimal, and so Roberts would ensure the budget would be presented to include a line item of repairing the field back to the original condition. The Minneapolis location was a baseball field, actual athletic field. Town staff has concerns regarding losing a season of playing soccer on Township fields, though there could be communication with the Soccer Association to keep one of the fields unavailable if need be. Roberts will work to connect the maintenance team from Minneapolis with the Public Works Director. His team is also working on getting site plans from Stillwater, Saint Cloud, and Bemidji, and will then sit down with Loucks, with the goal of reporting back to Town staff in the first week in May.

**RESCHEDULE MAY 22 EXECUTIVE MEETING DUE TO HOLIDAY:** Due to Memorial Day holiday, the Town Board would like to reschedule the Executive meeting to 8 a.m. Friday, May 22<sup>nd</sup> so folks would be free in the afternoon.

**PUBLIC WORKS DIRECTOR REPORT:** The Public Works Director reported on the Department's Activity for April 2020. **Street sweeping** finished up last week. It was noted that Supervisor Ruzek received a call about brown water. The brief brownish tint in the water was due to the street sweeping, and it was decided that next year staff should put a memo on the Town website that due to street sweeping residents could experience some brief tint in their water. **Hydrant flushing** was finished up this week. There was discussion of the processes and why the Town flushes them. It was noted that a hydrant at the end of Lattice had shut down and had to be fixed or replaced. Public Works is back to **full staff** since the outbreak of coronavirus (COVID-19) and there was discussion of whether or not Public Works will bring on the summer crew. It was decided that the Town will wait until May 11<sup>th</sup> before making that call, and see how things progress as is. **Mowing** will begin next month. The **new tanker truck** was brought up and it was noted that it is working beautifully and staff is excited to use it for watering and other duties.

**I-35 Temporary Stoplights:** The email from Tony Watka, found in the supplemental information, was discussed. Ramsey County is putting in temporary traffic signals and will leave them up until either a roundabout or other traffic adjustment is in place. It was noted that these temporary traffic lights could be up for 3 to 4 years. Town staff are unsure when Ramsey

MINUTES  
TOWN BOARD EXECUTIVE MEETING  
APRIL 24, 2020

County will start implementing the temporary signals, and Ramsey County is waiting on funding sources.

**CODE ENFORCEMENT OFFICER / BUILDING INSPECTOR REPORT: Water Gremlin – Building Permit Status:** The Town Building Inspector sent a memo outlining the Water Gremlin building permit status. The Town Board discussed and felt comfortable with the memo. Water Gremlin complied and moved trailers per the directive of the Town Board. The Building Inspector has approved all three phases.

There was some discussion over the property on Township Drive that has been giving Town staff a headache. Most recently the tenants were changing out the engine of a non-functioning vehicle and left the engine hanging while the car was on a hoist. The oil from the engine leaked down the gravel driveway, which caused concern for the neighbors. Town staff are working to be in communication with the tenants and get this matter worked up.

There was also discussion on the athletic field usage during this time. The local baseball team wants to hold tryouts at the ball fields the week of May 4<sup>th</sup>. There was discussion on whether the Town should approve or reject the request. It was decided that the Town should allow tryouts, as with tryouts, social distancing can commence. The Town Attorney will also draft up a note in regards to the association's responsibility to maintain and adhere to the Governor's mandate. It was also noted that whoever is sponsoring the team should be in communication with the team and held responsible to keeping of the Governor's mandate.

**CLERK-TREASURER REPORT: DNR Groundwater Management – Update:** The Town Attorney reported that there has still been no decision made from the Minnesota Supreme Court, and there has been no email regarding timeframe either. The Appellate Court is still on schedule, but all the administrative functions on this case after the Supreme Court's decision depend on the decision. As a result, everything is on hold still.

**COVID-19 – Update:** The Town Clerk reported that the Governor officially closed all schools in Minnesota for the rest of the year. All municipalities are waiting for the announcement next week that will determine who is back to work and who is continuing to either work from home or remain unemployed. He reported that most municipalities within the Ramsey County contract groups have targeted May 15<sup>th</sup> as the target date for reopen, but that will be subject to change based on the Governor's future addresses. From the following addresses from the Governor, Township staff will proceed accordingly. The Town of White Bear is still closed to the public, but staff is still functioning well. There was some discussion over the Ramsey County Sheriff's decision to hire two deputies that had previously been fired. He also canceled all new conceal and carry permit applications, only renewing permits will be reviewed. It was discussed that when businesses do go back to work, they have to have a preparation plan in place for social distancing and other pandemic related requirements. It will be the same for municipalities, and the Town Clerk will know more after the phone meeting with Ramsey County on Monday the 4<sup>th</sup>.

**OPEN TIME:** No one was present for open time.

MINUTES  
TOWN BOARD EXECUTIVE MEETING  
APRIL 24, 2020

**ADDED AGENDA ITEMS:** A Town Board Supervisor wanted to review the liquor license relief. Other municipalities have granted relief checks to businesses who sell liquor. Currently 6 businesses within the Township sell liquor. There was discussion on how the Township would do this. It was decided that the businesses are hurting and this can be a good time to support them. It was decided that the Town will issue relief checks for the months of April and May. So if a business, for example, pays \$3000 annually for its liquor license, a two month reimbursement check would be in the amount of \$500. This will be an agenda item for action on the Town Board meeting of Monday, May 4<sup>th</sup>.

The Town Clerk wanted to discuss a phone call with Chris Hiniker and his proposition to the Town Board in regards to the one-way discussion on East and West Bald Eagle Boulevard. He wanted to know if the Board would consider a practice run of a one-way scenario. It was discussed briefly, but decided against it due to the current environment and the eminence of Ramsey County's construction on the Boulevard. The current climate would not give accurate counts, and Ramsey County has set their dates for June construction.

The Town Board had a brief closed meeting with the Town Attorney to discuss payment of costs in the Stoddard matter.

**RECEIPT OF AGENDA MATERIALS / SUPPLEMENTS:** Ruzek moved to receive all of the agenda materials and supplements for today's meeting. McCune seconded. Ayes all.

McCune moved to adjourn the meeting at 1:00 p.m. Ruzek seconded. Ayes all.

Respectfully Submitted,

Megan R. Cavanaugh  
Recording Secretary



## Town Board Executive Meeting May 22, 2020

**Agenda Number:** 4

**Subject:** 2020 Street Improvements:  
1. Peterson Road Discussion  
2. Update

**Documentation:** None

### Action / Motion for Consideration:

Report at Meeting / Discuss

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**Minutes**  
**Town Board Meeting**  
**April 24, 2020**

**2020 STREET IMPROVEMENTS – PETERSON ROAD DISCUSSION – UPDATE:** The Town Engineer was present to report on the bids and contractor updates. The contractor is ready to start whenever, subcontractor as well and they are excited and open from private work slowing down in the current economic environment. The bids came in very favorably to the Township, nearly \$1 Million under bid. The Engineer wanted to start discussion on how staff should proceed. If staff took a 25% reduction look at the assessments, each parcel that is taxed will go from an \$11,000 assessment to between \$8,250 and \$8,500. Likewise, the Township's portion will reduce from \$1.26 Million to around \$850,000. The only costs that aren't reduced by the low bids are the utility projections.

There was discussion of adding Peterson Road, the Water System Improvements, and the Restrooms in Polar Lakes Park in one bond to save time and money. The Restrooms may need to be a separate bond, but staff can still obtain bond at the same time. The deadline for the bonds depends on when the construction starts. If construction starts in a month or so, the Finance Officer needs the funding sources for bond information very soon.

There was discussion of the changes in economic factors, and whether the Township should alleviate the financial burden of residents by lowering the rate. It was decided that the Town should keep the flexibility and evaluate the assessments at a later date once the project is completed since the assessments cannot be raised. Residents will get a chance to speak on the assessments at the final public hearing. The real estate appraisals were noted: along Peterson Road, each property would see an increase of property value of \$80 to \$200 per front foot; and along the south projects, each property would see an increase of property value of \$8,000 to \$12,000.

Peterson Road was discussed in detail, especially in regards to assessments. The assessment rates affect the levy rate. Currently staff is looking into just running a water line and a bituminous road. The multi-family unit housing will not have input on the assessment rate. The most recent gravel roads that became paved had had some funding from other sources, and didn't require assessments. The consensus was that the Town is going to do it either way.

The Town Engineer put together several options for Peterson Road for the Board to look over and discuss and decide upon one. Options include grading, engineering aspects, trails, etc. There is too much to discuss at this meeting, so it was the consensus that the Engineers will have all aspects and options available for the Board to look at come the Town Board Meeting of Monday, May 4<sup>th</sup>. The Board can then accept the most aggressive bid at that time. There was discussion on right-of-way on Peterson Road. A quick condemnation of right-of-way takes between 30 and 45 days. This is also something the Board should be doing right now. Staff will take the normal course of action in communication with the residents on schedule, etc.



**Town Board Executive Meeting  
May 22, 2020**

**Agenda Number:** 5

**Subject:** Water System Improvements - Update

**Documentation:** None

**Action / Motion for Consideration:**

Report at Meeting / Discuss

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**Minutes**  
**Executive Meeting**  
**April 24, 2020**

**WATER SYSTEM IMPROVEMENTS – UPDATE:** The Town Engineer reported that the Water System Improvement project is near the beginning of starting. The contractor is setting everything up on their end, preparing for the eminent start date. The only hold up is the written approval of permit form the Minnesota Department of Health. Staff has received a verbal approval, but the actual document is what is needed. With everyone working remotely, it can slow these processes down a bit.



**Town Board Executive Meeting  
May 22, 2020**

**Agenda Number:** 6

**Subject:** I & I – Update

**Documentation:** None

**Action / Motion for Consideration:**

Report at Meeting / Discuss

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**Minutes  
Executive Meeting  
April 24, 2020**

**I & I – UPDATE:** The Public Works Director reported that the 2020 I & I will be just a following-up on the items done last year, mainly joint sealing, one pipe repair, some flow monitoring, easement work, etc. Staff is not bound by Met Council on this project anymore.



**Town Board Executive Meeting  
May 22, 2020**

**Agenda Number:** 7.a

**Chuck Mason to Join Meeting – 5456 Township Drive**

**Subject:** Code Enforcement Officer / Building Inspector Report:  
a. 5456 Township Drive.

**Documentation:** Email / Misc. Information

**Action / Motion for Consideration:**

Report at Meeting / Discussion

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**Minutes  
Executive Meeting  
April 24, 2020**

There was some discussion over the property on Township Drive that has been giving Town staff a headache. Most recently the tenants were changing out the engine of a non-functioning vehicle and left the engine hanging while the car was on a hoist. The oil from the engine leaked down the gravel driveway, which caused concern for the neighbors. Town staff are working to be in communication with the tenants and get this matter worked up.

## Patti Walstad

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**From:** Pat Christopherson  
**Sent:** Tuesday, May 12, 2020 6:08 PM  
**To:** Patti Walstad  
**Subject:** FW: Township Drive

Add to the agenda

PC

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**From:** Steve Ruzek <Steve.Ruzek@whitebeartownship.org>  
**Sent:** Tuesday, May 12, 2020 2:42 PM  
**To:** Pat Christopherson <Pat.Christopherson@whitebeartownship.org>  
**Subject:** Fwd: Township Drive

Patrick,

Please put this on the agenda and advise Mr. Mason. I am only one voice and need this to move forward.

Steve

Begin forwarded message:

**From:** "cmtolly87@gmail.com" <cmtolly87@gmail.com>  
**Date:** May 12, 2020 at 2:34:07 PM CDT  
**To:** Steve Ruzek <Steve.Ruzek@whitebeartownship.org>, Ed Prudhon <Ed.Prudhon@whitebeartownship.org>, Scott McCune <Scott.McCune@whitebeartownship.org>  
**Cc:** Pat Christopherson <Pat.Christopherson@whitebeartownship.org>  
**Subject:** RE: Township Drive

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

Steve, you are fully aware of the issues in our neighborhood area and have been for over six years.

Please contact me when this issue is on the agenda, and I and other residents would be happy to attend.

As I indicated in my first e-mail, I would like a responsive e-mail outlining the process for changing the Township Rules and Ordinances.

Thanks

Chuck

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**From:** Steve Ruzek <Steve.Ruzek@whitebeartownship.org>  
**Sent:** Tuesday, May 12, 2020 2:04 PM

**To:** CHARLES MASON <[cmtolly87@gmail.com](mailto:cmtolly87@gmail.com)>

**Subject:** Re: Township Drive

Chuck,

We have "open time". That is part of every meeting and allows any citizen time to speak. If you are interested, call Patrick Christopherson at the Township to let him know you wish to speak. He can let you know how to call in and what time.

Steve

On May 12, 2020, at 1:26 PM, CHARLES MASON <[cmtolly87@gmail.com](mailto:cmtolly87@gmail.com)> wrote:

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

Is Township Drive on the agenda for Monday's meeting? If it's not, then why should I attend this meeting?

Thanks

On Tue, May 12, 2020 at 10:21 AM Steve Ruzek <[Steve.Ruzek@whitebeartownship.org](mailto:Steve.Ruzek@whitebeartownship.org)> wrote:

Chuck,

You have summed up the problem well. It is true that working through the judicial system can be difficult. We will be looking at alternatives. As we discussed by phone yesterday, the staff will investigate the trash situation and when I hear back, I will let you know. Our Town Board meets again next Monday if you are interested.

Regards,

Steve

Sent from my iPad

On May 11, 2020, at 6:25 PM, CHARLES MASON <[cmtolly87@gmail.com](mailto:cmtolly87@gmail.com)> wrote:

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

Town Board of Supervisors:

As you will recall, 45 Township residents signed a petition in November of 2013, over six years ago, to get the Township Supervisors to take actions necessary to clean up several properties on Township Drive. Some of the properties were cleaned up as a result of that petition. However, residents have again had to voice concerns about some of the same properties on Township Drive six years later. It is time for actual action. In particular, it is clear as to rental property that bringing landlords to court time and time again has not worked. It is time to make the necessary changes to the Township ordinances and rules so that landlords and home owners cannot continually be allowed to break rules and ordinances without consequences. This continued degradation of these houses is surely affecting the value the properties in the immediate area. One recent problem with a house on Township Drive is having several weeks worth of garbage piling up.

Please advise what the necessary steps are to make changes to ordinances in order to rid our neighborhood of these types of issues. We would appreciate a response e-mail with the steps laid out as to what the process is and if resident involvement is needed in order to affect these changes. The time has come to begin this process so the neighbors on Township Drive do not have to spend another 10 years fighting these problems.

Thank you.

Chuck and Nancy Mason

## Mike Johnson

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**From:** Mike Johnson  
**Sent:** Tuesday, May 12, 2020 10:10 AM  
**To:** 'Philip.baebenroth@co.ramsey.mn.us'  
**Subject:** 5456 township drive  
**Attachments:** 5456 township abatement order (2).pdf

The Town is requesting the Sheriff's Departments assistance by removing the black Monte Carlo license plate 076 NUR located at 5456 Township Drive. The attached written notice is the most recent of several written notices sent to the property owner.

Mike Johnson  
Building Official  
1281 Hammond Road  
White Bear Township, MN 55110  
651-747-2750



## WHITE BEAR TOWNSHIP

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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)

### ABATEMENT ORDER

February 11, 2020

James Wung & Anthonia Kum  
1981 Campbell Circle  
White Bear Lake, MN 55110-6642

Dear Mr. Wung & Ms. Kum

As the owner of the property located at 5456 Township Drive, White Bear Township, MN, you are hereby notified that a duly appointed officer of White Bear Township has performed an inspection of your property. The officer has documented a violation of Township Ordinance No. 35, Section 7-6.2, "*All vehicles must be currently licensed and operable*"

After reasonable inspection, the officer has determined that the black Monte Carlo Minnesota license plate 076 NUR and the gray Chevrolet SUV Minnesota license plate 587 KUH is inoperable, unlicensed and said conditions represent a public nuisance under Township Ordinance No. 16, Section 4-4.15, which must be abated no later than Wednesday, February 19, 2020.

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

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

Respectfully,

Mike Johnson  
Building Official/Code Enforcement Officer

Cc: Current Occupant – 5456 Township Drive, White Bear Township, MN 55110  
James Wung - 2736 Lyndale Ave S Suite 204, Minneapolis, MN 55408





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FAX 651-426-2258

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

May 13, 2020

James Wung and Antonia Kum  
1981 Campbell Circle  
White Bear Lake, MN 55110

Dear Mr. Wung and Ms. Kum:

Your property located at 5456 Township Drive has been determined to be in violation of the following Township Ordinances:

**Township Ordinance No. 16, Section 4-2.11**, states that the accumulation of trash and debris is prohibited. Currently there are several personal items stored on the driveway that must be removed, or stored inside the building. The list includes but is not limited to, general litter, auto parts, bags of garbage, and other miscellaneous personal property.

**Town Ordinance No. 41, Section 1**, states it is unlawful to permit or maintain any growth of weeds grass, brush or other rank vegetation to a greater height than 8 inches. Currently the weeds and grass in and around the driveway on your property are greater than 8" and must be cut down.

Failure to resolve the above listed ordinance violations by Friday May 22, 2020 will result in an immediate issuance of a summons to appear in Ramsey County District Court.

Respectfully,

Mike Johnson  
Building Official/Code Enforcement

Cc: Current Occupant – 5456 Township Drive, White Bear Township, MN 55110  
James Wung - 2736 Lyndale Ave S Suite 204, Minneapolis, MN 55408



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### ABATEMENT ORDER

May 11, 2020

James Wung & Anthonia Kum  
1981 Campbell Circle  
White Bear Lake, MN 55110-6642

Dear Mr. Wung & Ms. Kum

As the owner of the property located at 5456 Township Drive, White Bear Township, MN, you are hereby notified that a duly appointed officer of White Bear Township has performed an inspection of your property. The officer has documented a violation of Township Ordinance No. 35, Section 7-6.2, "*All vehicles must be currently licensed and operable*"

After reasonable inspection, the officer has determined that the maroon Chevrolet SUV with Minnesota license plate 058 UKT is inoperable, unlicensed and said conditions represent a public nuisance under Township Ordinance No. 16, Section 4-4.15, which must be abated no later than Wednesday, May 25, 2020.

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

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

Respectfully,

Mike Johnson  
Building Official/Code Enforcement Officer

Cc: Current Occupant – 5456 Township Drive, White Bear Township, MN 55110  
James Wung - 2736 Lyndale Ave S Suite 204, Minneapolis, MN 55408



**Town Board Executive Meeting  
May 22, 2020**

**Agenda Number:** 7.b

**Subject:** Code Enforcement Officer / Building Inspector Report:  
b. 5305 West Bald Eagle Boulevard

**Documentation:** Emails / Misc. Correspondence

**Action / Motion for Consideration:**

Report at Meeting / Discussion

## Mike Johnson

---

**To:** asampair@cbrealty.com  
**Subject:** report a concern 5305

Tony thanks for taking the time to express your concerns to the Township. The dwelling unit located at 5305 ½ Bald Eagle Blvd W. was approved by the Town Board back in the 80's. The property has been a legal rental property for several years. Most recently on April 6, 2020 the Town determined the property to be unfit for human habitation because of a sewer line back up that was not immediately addressed by the property owner. The sewer line has since been cleaned and is fully operational. I completed a full inspection of the property on May 5, 2020 and determined the property meets all the Towns rental dwelling requirements. The Town has been investigating and taking enforcement action on the property for the last six months. Several notices have been served to the property owner informing them of Town Ordinance violations. Most recently citations have been issued to the property owner for several code violations. This will require the property owner to appear before the Ramsey County District Court. At this point the Town has taken every enforcement action available. The Town will continue to peruse compliance on the property. However, without cooperation from the property owner the legal channels can take significant time to gain compliance.

Mike Johnson  
Building Official  
1281 Hammond Road  
White Bear Township, MN 55110  
651-747-2750

## Mike Johnson

---

**From:** Mike Johnson  
**Sent:** Wednesday, April 22, 2020 9:30 AM  
**To:** Servatka, Mike  
**Cc:** Dahedl, Merci; Waldo, Tony; Pat Christopherson  
**Subject:** RE: 5305 Bald Eagle Ave

Will the sheriff's department issue a citation for the zoning code violations? I have done everything I can to gain compliance on the property

**From:** Servatka, Mike <Mike.Servatka@CO.RAMSEY.MN.US>  
**Sent:** Tuesday, April 21, 2020 1:14 PM  
**To:** Mike Johnson <Mike.Johnson@whitebeartownship.org>  
**Cc:** Dahedl, Merci <merci.Dahedl@CO.RAMSEY.MN.US>; Waldo, Tony <tony.waldo@CO.RAMSEY.MN.US>  
**Subject:** 5305 Bald Eagle Ave

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

Hi Mike,

We have had 39 calls for service to 5305 Bald Eagle Blvd in the last 12 months and 9 calls for service since the beginning of the year. This does not account for phone calls from neighbors to patrol deputies and myself asking us to address the issues with the property. If possible can you address any code enforcement issues with the property and make it zero tolerance for the township? If I can be of help please let me know.



*"Heart  
of Service"*

**Mike Servatka** | Deputy, Crime  
Prevention

**Ramsey County Sheriff's  
Office**

Community Support Services  
1411 Paul Kirkwold Drive  
| Arden Hills, MN 55112  
Office: 651-266-7339 | Mobile:  
651-248-2437

[Mike.servatka@co.ramsey.mn.us](mailto:Mike.servatka@co.ramsey.mn.us)

[www.RamseyCountySheriff.us](http://www.RamseyCountySheriff.us)



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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)

March 2, 2020

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

Dear Mr. Love,

Your property located at 5305 Bald Eagle Blvd W has been determined to be in violation of the following Township Ordinances:

**Township Ordinance No. 16, Section 4-2.11**, prohibits the accumulation of trash and debris. Currently there are several tires stored on the property that must be removed or stored inside a building.

**Township Ordinance No. 47, Section 9-1**, the exterior finishes shall be kept in sound condition and repair. The exposed house wrap on the building must be covered with an approved exterior cladding upon issuance of the required building permit.

**Township Ordinance No. 35, Section 7-6.2**, all vehicles stored on the exterior of the buildings shall be currently licensed and in operable condition.

**Township Ordinance No. 8, Section 1-54**, Town ordinance adopted by reference Minnesota rule 1300.0120 subpart 1, requires a building permit to alter or enlarge any structure.

Failure to take immediate action to resolve these property violations will result in a summons to appear in Ramsey County District Court.

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

Sincerely,

Mike Johnson  
Building Official/Code Enforcement

DEC 23 2019

White Bear Township.

12/15/19

I have received an  
"abatement notice"  
regarding my vehicle(s)

- Just wanted to let you  
know I have
1. shoveled and moved my cars into  
a more orderly fashion.
  2. Will move the Lincoln MKZ  
to WB Lincoln for recall work  
this week

Please dismiss any unnecessary  
court involvement and of  
court action

I have been attending my  
daughters graduation  
and will be home this week  
and will further work on putting  
the Suzuki in my garage...

Thanks ZHJ



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FAX 651-426-2258

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

## ABATEMENT ORDER

December 5, 2019

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

Dear Mr. Love,

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

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

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

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

Respectfully,

Mike Johnson  
Building Official/Code Enforcement Officer



## 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)

November 1, 2019

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

Dear Mr. Love,

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

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

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

Respectfully,

Mike Johnson  
Building Official/Code Enforcement



recycled paper



**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

October 22, 2019

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

Dear Mr. Love,

White Bear Township has received complaints concerning your property at 5305 Bald Eagle Blvd W. I have inspected the property and confirmed that the complaints are accurate.

Township Ordinance No. 35, Section 7-6.2, requires all vehicles to be currently licensed and in operable condition. The black Lincoln license plate BTW 303, the white Suzuki license plate 849 WKD, and the white Pontiac license plate CGX 524 has been determined to be in violation of Township Ordinance.

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

Respectfully,

Mike Johnson  
Building Official/Code Enforcement



## Town Board Executive Meeting March 27, 2020

**Agenda Number:** 8

**Subject:** Hockey Day Minnesota

**Documentation:** None

### Action / Motion for Consideration:

Report at Meeting / Discuss

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Minutes  
Executive Meeting  
April 24, 2020

**HOCKEY DAY MINNESOTA – UPDATE:** Corey Roberts was present via telephone to give the Board a brief update. He, the Wild, and Fox Sports North have been in conversation with Bemidji who had hosted last year to gain information on the quality of the turf the following spring. Bemidji and Minneapolis both said the damage was minimal, and so Roberts would ensure the budget would be presented to include a line item of repairing the field back to the original condition. The Minneapolis location was a baseball field, actual athletic field. Town staff has concerns regarding losing a season of playing soccer on Township fields, though there could be communication with the Soccer Association to keep one of the fields unavailable if need be. Roberts will work to connect the maintenance team from Minneapolis with the Public Works Director. His team is also working on getting site plans from Stillwater, Saint Cloud, and Bemidji, and will then sit down with Loucks, with the goal of reporting back to Town staff in the first week in May.



**Town Board Executive Meeting  
May 22, 2020**

**Agenda Number:** 9

**Subject:** Annual Clean-Up Day - Update

**Documentation:** None

**Action / Motion for Consideration:**

Report at Meeting / Discuss



**Town Board Executive Meeting  
May 22, 2020**

**Agenda Number:** 10

**Subject:** Public Works Director Report

**Documentation:** None

**Action / Motion for Consideration:**

Report at Meeting / Discuss



**Town Board Executive Meeting  
May 22, 2020**

**Agenda Number:** 11.a

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

**Documentation:** None

**Action / Motion for Consideration:**

Report at Meeting / Discuss

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**Minutes**  
**Executive Meeting**  
**April 24, 2020**

**DNR Groundwater Management – Update:** The Town Attorney reported that there has still been no decision made from the Minnesota Supreme Court, and there has been no email regarding timeframe either. The Appellate Court is still on schedule, but all the administrative functions on this case after the Supreme Court’s decision depend on the decision. As a result, everything is on hold still.



## Town Board Executive Meeting May 22, 2020

**Agenda Number:** 11.b

**Subject:** Clerk-Treasurer Report:  
b. COVID- 19 - Update

**Documentation:** None

### Action / Motion for Consideration:

Report at Meeting / Discuss

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Minutes  
Executive Meeting  
April 24, 2020

**COVID-19 – Update:** The Town Clerk reported that the Governor officially closed all schools in Minnesota for the rest of the year. All municipalities are waiting for the announcement next week that will determine who is back to work and who is continuing to either work from home or remain unemployed. He reported that most municipalities within the Ramsey County contract groups have targeted May 15<sup>th</sup> as the target date for reopen, but that will be subject to change based on the Governor’s future addresses. From the following addresses from the Governor, Township staff will proceed accordingly. The Town of White Bear is still closed to the public, but staff is still functioning well. There was some discussion over the Ramsey County Sheriff’s decision to hire two deputies that had previously been fired. He also canceled all new conceal and carry permit applications, only renewing permits will be reviewed. It was discussed that when businesses do go back to work, they have to have a preparation plan in place for social distancing and other pandemic related requirements. It will be the same for municipalities, and the Town Clerk will know more after the phone meeting with Ramsey County on Monday the 4<sup>th</sup>.



**Town Board Executive Meeting  
May 22, 2020**

**Agenda Number:** 11.c

**Subject:** Clerk-Treasurer Report:  
c. Water Gremlin

**Documentation:** None

**Action / Motion for Consideration:**

Report at Meeting / Discuss

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**Minutes**  
**Executive Meeting**  
**April 24, 2020**

**CODE ENFORCEMENT OFFICER / BUILDING INSPECTOR REPORT: Water Gremlin – Building Permit Status:** The Town Building Inspector sent a memo outlining the Water Gremlin building permit status. The Town Board discussed and felt comfortable with the memo. Water Gremlin complied and moved trailers per the directive of the Town Board. The Building Inspector has approved all three phases.



**Town Board Executive Meeting  
May 22, 2020**

**Agenda Number:** 12

**Subject:** Attorney/Client Closed Meeting – Possible Litigation

**Documentation:** Info sent under separate cover

**Action / Motion for Consideration:**

Report at Meeting / Discuss



**Town Board Executive Meeting  
May 22, 2020**

**Agenda Number:** 13 – 14 - 15

**Subject:** Added Agenda Items  
Receipt of Agenda Materials / Supplements  
Adjournment

**Action / Motion for Consideration:**