



**WHITE BEAR  
TOWNSHIP**

1858  
RAMSEY COUNTY  
MINNESOTA

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WHITE BEAR TOWNSHIP, MN 55110

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

**AGENDA  
ECONOMIC DEVELOPMENT ADVISORY BOARD  
JUNE 9, 2020**

1. **5:30 p.m.** Call Meeting to Order at Administrative Office Conference Room, 1281 Hammond Road.
2. Approval of June 9, 2020 Agenda.
3. Approval of May 12, 2020 Minutes (Additions/Deletions).
4. Stable Property:
  1. Bid Update.
  2. Updated Declaration of Easement.
  3. Feasibility Report Process.
5. 5253 Eagle Street Rental Property – Update.
6. Added Agenda Items.
7. 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.





**EDAB Meeting  
June 9, 2020**

**Agenda Number:** 1 - 2 - 3

**Subject:** Call to Order – 6:00 p.m.  
Heritage Hall, 4200 Otter Lake Road  
  
Approval of June 9, 2020 Agenda &  
Approval of Minutes of May 12, 2020

**Documentation:** June 9, 2020 Agenda  
Minutes of May 12, 2020

**Action / Motion for Consideration:**

Call meeting to order:	6:00 p.m.
Approval of Agenda:	June 9, 2020 (additions/deletions)
Approval of Minutes:	Minutes of May 12, 2020

**MINUTES  
ECONOMIC DEVELOPMENT ADVISORY BOARD  
MAY 12, 2020**

The meeting was called to order at 5:30 p.m.

Present: Akenson, Keleher, Stofferahn; Aide: Short; Commissioners: Prudhon; Assistant Treasurer: Christopherson; Attorney: Chad Lemmons; Town Financial Advisor: Tom Kelly; Town Planner: Tom Riedesel  
Absent: Brunner, without notice

The meeting was held remotely at the Town Offices. Present there was the Town Clerk and Town Attorney. The rest were present via phone conference call. The motions, seconds, and votes were given by roll call.

**APPROVAL OF AGENDA (Additions/Deletions):** Brunner moved approval of the agenda as submitted with the addition White Bear Town Hall Report on Activities before the Stable Property. Akenson seconded. Ayes all.

**APPROVAL OF FEBRUARY 11, 2020 MINUTES (Additions/Deletions):** Brunner moved to approve the minutes of February 11, 2020. Stofferahn seconded. Ayes all.

**STABLE PROPERTY – DECLARATION OF EASEMENT – NEXT STEPS:** The Town Clerk reported that the Town Attorney created a Declaration of Use Easement. Consultant Bill Short and Town Clerk Christopherson are comfortable with the EDAB and EDA proceeding in the sale of the property with this use easement in order to protect the interests of the development of the property. Short recapped some of the most recent developments in the property and noted that the 8 homes plat is the final plat due to the most profitable in increment value. This Use Easement has been put in place to protect the Township's investment, time, and resources in developing the Town's plan. The consensus was that everyone seemed comfortable with the plan.

Artner made the motion to memorialize the 8 lots through the declaration of use easement. Akenson seconded. Ayes: Artner, Akenson, Keleher; Abstentions: Brunner (absent), Stofferahn (lost on phone call).

The next steps in sale of the property were discussed. There was discussion of the current climate and whether the Township should wait to put the property up for sale. It was noted that the future park should be documented and that this could help in the sale of the properties. There was some discussion of other ideas, and the pros and cons of putting this property on the market now or waiting until further notice.

Artner motioned to put the Use Easement attached to this property and put it up for sale with no bid. Akenson seconded. Ayes: Artner, Akenson, Keleher, Stofferahn; Abstention: Brunner.

**ADDED AGENDA ITEMS:** There were no added agenda items.

Artner motioned to adjourn the meeting at 6:01 p.m. Akenson seconded. Ayes all.

Respectfully Submitted,



## EDAB Meeting June 9, 2020

**Agenda Number:** 4

**Subject:** Stable Property:

1. Bid Update
2. Updated Declaration of Easement
3. Feasibility Report Process

**Documentation:** Updated Declaration of Easement Will Be Provided Prior to Meeting

### Action / Motion for Consideration:

#### Report at Meeting

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**Minutes**  
**EDAB Meeting**  
**May 12, 2020**

**STABLE PROPERTY – DECLARATION OF EASEMENT – NEXT STEPS:** The Town Clerk reported that the Town Attorney created a Declaration of Use Easement. Consultant Bill Short and Town Clerk Christopherson are comfortable with the EDAB and EDA proceeding in the sale of the property with this use easement in order to protect the interests of the development of the property. Short recapped some of the most recent developments in the property and noted that the 8 homes plat is the final plat due to the most profitable in increment value. This Use Easement has been put in place to protect the Township's investment, time, and resources in developing the Town's plan. The consensus was that everyone seemed comfortable with the plan.

Artner made the motion to memorialize the 8 lots through the declaration of use easement. Akenson seconded. Ayes: Artner, Akenson, Keleher; Abstentions: Brunner (absent), Stofferahn (lost on phone call).

The next steps in sale of the property were discussed. There was discussion of the current climate and whether the Township should wait to put the property up for sale. It was noted that the future park should be documented and that this could help in the sale of the properties. There was some discussion of other ideas, and the pros and cons of putting this property on the market now or waiting until further notice.

Artner motioned to put the Use Easement attached to this property and put it up for sale with no bid. Akenson seconded. Ayes: Artner, Akenson, Keleher, Stofferahn; Abstention: Brunner.



**EDAB Meeting  
June 9, 2020**

**Agenda Number:** 5

**Subject:** 5253 Eagle Street Rental Property - Update

**Documentation:** Staff Memos / Permission Agreement

**Action / Motion for Consideration:**

Report at Meeting

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**Minutes  
EDAB Meeting  
March 16, 2020**

**5253 EAGLE STREET – FIRE DEPARTMENT RENTAL HOUSE:** The Town Clerk reported that a fire department employee reached out regarding this property. The fire department used to have a rental unit for a residency requirement, though currently there is no residency requirement. The property belongs to the Town as an EDA property. It was noted that there are no other properties like this. It was noted that the EDAB should review this agenda item at their April meeting.

There was some discussion of the history of this property. It was noted that the Town Building Inspector should look at the house and verify the conditions. There will be an update after the EDAB reviews this agenda item in April.

## MEMORANDUM

**TO: EDA**  
**FROM: PATTI WALSTAD**  
**DATE: MARCH 10, 2020 REVISED JUNE 3, 2020**

**SUBJECT: 5253 EAGLE STREET**

- March 19, 2007 – The EDA purchased the property noting that possibly in the future it could be used for drainage purposes or for a future well or water treatment plant
- June 22, 2007 – Permission Agreement entered into between the Township & the City of White Bear Lake to allow renting of the property to members of the WBL Fire Department
- Property has always been occupied by fire department personnel – current rent \$600/month
- Mid-March 2020 – WBL firefighter moving out
- The WBL Fire Department no longer imposes the rule that you must live within a certain amount of miles from the fire station which is why this house was accessible and economical for fire fighters to rent & therefore it is uncertain if anyone from the department would be interested
- There is no interest from the Fire Department to have any of their staff rent this property

### Possible Discussion Topics:

- Should the Township continue to rent the property out?
- Should it be sold.
- Should it be torn down.

PSW/s  
cc:admin/add.file  
b:5253eagle

## MEMORANDUM

**TO: EDAB**  
**FROM: MIKE JOHNSON BUILDING OFFICIAL**  
**DATE: JUNE 3, 2020**

**SUBJECT: 5253 EAGLE STREET PROPERTY EVALUATION**

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The Eagle Street property was constructed in 1924. During that era of construction, hazardous materials were commonly used in building materials. 5253 Eagle Street is no different. The exterior wall covering is finished with asbestos siding. The detached garage appears to be part of the original construction and is painted with a lead based paint. The water heater and furnace have exceeded the probable life expectancy. There is miscellaneous electrical junction boxes with exposed wiring. The plumbing systems are in a substandard condition. There is sever paint peel on the garage, interior windowsills and throughout the interior of the dwelling. The homes appliances and fixtures are all out dated and at the end of their life expectancy.

The Town EDAB purchased the property in 2007 and made it available to the White Bear Lake Fire Department in an effort to have local housing available to Fire Department Staff. The building has had virtually no maintenance since prior to the Towns purchase of the property.

If it is determined, the Town EDAB is to continue the use as a rental dwelling significant maintenance and repairs will be needed. All lead paint will need to be abated. Exterior siding will need minor repairs and painting. All new appliances will need to be replaced in a short amount of time. In addition, a significant amount of general maintenance will be required.

In conclusion, it is difficult to estimate the cost of the repairs without obtaining estimates from contractors. However, I would expected no less than \$20,000 dollars in repairs which could easily reach as much as \$50,000 dollars.

**WHITE BEAR TOWNSHIP EDA  
PERMISSION AGREEMENT**

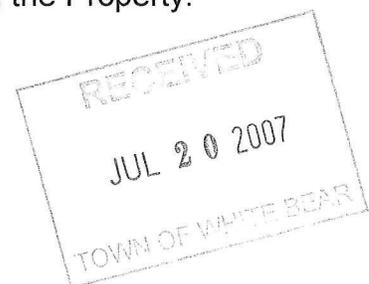
This Permission Agreement is entered into between the White Bear Township Economic Development Authority (hereinafter "EDA"), a Township organized under the laws of the State of Minnesota, and the City of White Bear Lake (hereinafter "City"), a Minnesota municipal corporation.

WHEREAS, the EDA owns property located at 5253 Eagle Street, White Bear Township (hereinafter "Property");

WHEREAS, The City desires to use said Property on a temporary basis for lodging for members of its Volunteer Fire Department (hereinafter "Members").

NOW, THEREFORE, IT IS UNDERSTOOD AND AGREED THAT:

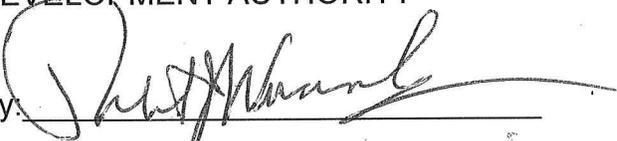
1. This is a permission agreement and not a lease. No law, rule, or ordinance applicable to landlords and tenants shall apply to this permission agreement.
2. This agreement shall terminate on the 31<sup>st</sup> day of June, 2008. This agreement may be renewed by the consent of both parties.
3. The City shall be bound by and comply with all rules and regulations regarding the use of said Property, as amended and adopted from time-to-time by the EDA.
4. The City shall maintain said Property in good living condition as determined by the EDA.
5. The City shall not improve, change, or alter said Property without first obtaining approval by the EDA.
6. The City shall be responsible for any and all damage to said Property during the term of this agreement.
7. The City shall be responsible for all utility expenses including, but not limited to: gas, electric, refuse, sewer, water and cable television. The City shall pay said expenses within thirty (30) days of receipt of invoice.
8. The City understands and agrees that the permission granted herein may be terminated by the EDA with ten (10) days notice, upon which the City shall vacate the Property. The City shall not make any claims for the costs of moving, relocation, or any other costs associated with vacating the Property.



9. The City shall pay to the EDA \$250.00 per adult, per month, for each month that the City uses the Property. The City shall make this payment to the EDA on or before the first business day of every month.
10. The City agrees and understands that a maximum of three (3) members of its Volunteer Fire Department may simultaneously use the Property during the term of this permission agreement. The City shall provide a list to the EDA containing the names of its members who are using said Property.
11. Permission to use the Property shall be extended only to members of the City.
12. The City and the EDA shall each indemnify and hold the other harmless from and against any claim, liability, demand, suit, action, or expense (including court costs and reasonable attorneys' fees) arising out of the other's negligence or breach of any of the terms of this agreement.

IN WITNESS WHEREOF, the parties have duly executed this agreement as of this 22 day of June, 2007.

WHITE BEAR TOWNSHIP ECONOMIC  
DEVELOPMENT AUTHORITY

By:   
Its: Town Board Chairman

CITY OF WHITE BEAR LAKE,  
A MUNICIPAL CORPORATION

By:   
Its: Fire Chief



**EDAB Meeting  
June 9, 2020**

**Agenda Number:** 6 – 7

**Subject:** Added Agenda Items  
Adjournment

**Action / Motion for Consideration:**

Receive Added Agenda Items

Adjourn Meeting