



# WHITE BEAR TOWNSHIP

1858  
RAMSEY COUNTY  
MINNESOTA

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

## AGENDA PARK BOARD MEETING JULY 16, 2020

1. **6:30 p.m.** Call Meeting to Order at Township Administrative Office, 1281 Hammond Road.
2. Approve Agenda (Additions/Deletions).
3. Approve Minutes of June 18, 2020.
4. Township Day / Movie in the Park.
5. Polar Lakes Park Playground Options:
  - a. Review of Themescapes Playground
  - b. Other Options
6. Bellaire Beach:
  - a. Final Plan.
  - b. Kayak Racks.
7. Columbia Park Parking Lot.
8. Public Works Director Report.
9. Added Agenda Items.
10. 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



**Park Board Meeting  
July 16, 2020**

**Agenda Number:** 1 – 2 - 3

**Subject:** Call to Order at 6:30 p.m.  
Township Administrative Offices

Approval of July 16, 2020 Agenda  
Approval of June 18, 2020 Minutes

**Documentation:** July 16, 2020 Agenda  
June 18, 2020 Minutes

**Action / Motion for Consideration:**

July 16, 2020 Agenda  
June 18, 2020 Minutes

**MINUTES  
PARK BOARD MEETING  
JUNE 18, 2020**

The meeting was called to order at 6:30 p.m.

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

Absent: Reeves & Sinclair with notice

Present at the Town Offices were the Town Planner and Lee, all other members and guests were present via Zoom.

**APPROVAL OF AGENDA (Additions/Deletions):** Akenson moved approval of the agenda as submitted. Josephson seconded. Ayes all.

**APPROVAL OF MINUTES OF MAY 21, 2020:** Lee moved the approval of the minutes of May 21, 2020. Akenson seconded. Ayes all.

**TOWNSHIP DAY / MOVIE IN THE PARK:** Lisa Beecroft was present to report on Movie in the Park and Township Day updates. She updated the Board that Market Fest and Manitou Days have been cancelled. Even though so many precautions have been made, she couldn't police the events to have less than 250 people in attendance.

**Movie In The Park:** Beecroft reported that the Movies in the park look good, that it will work to hold the events, as normally 250 people do not attend. The movie hosts are still in, and if approved proactive measures will be taken. There was some discussion of the Children's Performing Arts on the agenda, movies were discussed. July 11<sup>th</sup> will be *Frozen*, hosted by the Children's Performing Arts/Kari Bullion. There was some discussion over *Frozen* or *Frozen 2*. It was decided that the Town will obtain *Frozen 2*. July 25<sup>th</sup> will be *Mary Poppins*, hosted by White Bear Lake Area High School/League of Women Voters MN, Suffragette Traveling Exhibit. August 8<sup>th</sup> will be *Dora the Explorer*, hosted by ASFA/Stephanie Forliti. August 22<sup>nd</sup> will be *Little Giants*, hosted by Youth Football/Mike Mason.

Marlene Petersen and Carrie Carlson were present from the Children's Performing Arts to discuss their program, hosting *Frozen 2*, and performing at the Town's amphitheater over the summer. There was some discussion of logistics and social distancing.

All concessions will be offered at own risk, with no prepared food, only pre-packaged candy. The Movies in the Park will be promoted in the *White Bear Press*, online, and by the Children's Performing Arts.

**Township Day:** Beecroft reported that since the Park Board last met more large groups have been cancelled. The staff of each event is simply not equipped with the ability to police events in order to maintain the Governor's orders. It was noted that if the Park Board and Town Board decided to hold Township Day, Ramsey County Sheriff's Department would not enforce social distancing if the large group gatherings are not back up into the thousands. Manitou days is not going forward and fireworks all over have been cancelled or postponed. There was some

**MINUTES  
PARK BOARD MEETING  
JUNE 18, 2020**

discussion of what the Park Board should decide to do: continue and hope for change in the climate of the pandemic, modify the event spreading it out over time, or cancel it completely.

The absolute final day the Town can cancel the event is August 1<sup>st</sup>. It all depends on whether people would feel comfortable going as well. Since the Town can't limit numbers with the normal event, it was decided to cancel Township Day for 2020 as we know it. Beecroft will still plan some little events and activities on/around Township Day: food trucks, smaller bands like the Children's Performing Arts or the drumline. It was noted that the name will be changed and publicized differently to ensure folks know it will not be the same event.

Beecroft will put together plans for the event in either August or September and discuss at the next meeting. It was noted that Beecroft should discuss plans with the Town Board at the Executive meeting so the Board can give feedback too. Beecroft will present the plan and the Board's comments to the Park Board on July 16<sup>th</sup> so the Town Board can make any actions at the July 20<sup>th</sup> meeting. It was noted that the only contract that the Town may have committed to is fireworks, but they can be used at any time. An alternate use would be for Hockey Day Minnesota 2022.

**CHILDREN'S PERFORMING ARTS – USE OF POLAR LAKES PARK:** There was some discussion of this agenda item during Movie in the Park/Township Day, since the Children's Performing Arts were present for this. It was noted that the group can hold an event out at PLP, they just need to sign up.

**POLAR LAKES PARK – RESTROOM UPDATE – PLAYGROUND EQUIPMENT DISCUSSION: Restrooms:** The Town Planner reported on the current restroom update of Polar Lakes Park. Both restroom options are located in the packet. Restroom building 1 from Public Restroom Company cost \$367,307 plus prep work. This is a prefab building placed on site. It includes 2 stalls in the women's restroom, 1 stall and 1 urinal in the men's restroom, and 2 family stalls. The exact same layout from Romtec would cost \$165,000 to \$190,000, but it comes in parts that have to be assembled to form the restrooms. Restroom 1 is slated to be installed in between the playground and the soccer fields.

Restroom building 2 from Public Restroom Company cost \$450,137. It includes 4 stalls in the women's restroom, 2 stalls and 2 urinals in the men's restroom and 2 family stalls. The exact same layout from Romtec would cost \$190,000, but again in parts that have to be assembled to form the restrooms. Restroom 2 is slated to be installed between fields 1 and 2. The Park Board discussed the options, weighing in whether or not staff could find affordable contractors to assemble the parts. In the end it was decided that it would most likely be a wash, and therefore the Board should choose the assembled version.

The Town Board is bonding for the restrooms for this year, planning on a fall installation. There was some more discussion on the locations. It was noted that the Town ball teams manager had recommended the second restroom location between fields 2 and 3 as shown on the park master plan. There was some discussion on maintenance and whether Public Works had any concerns. It was noted there were none.

**MINUTES  
PARK BOARD MEETING  
JUNE 18, 2020**

Lombardi made the motion to approve the restroom location between the playground and soccer fields and to approve the second location restroom between fields 2 and 3. Lee seconded. Ayes all.

Akenson motioned to approve the 10 stalled restrooms between the playground and soccer fields and to approve the 6 stalled restrooms between fields 2 and 3. Lee seconded. Ayes all.

**Playground Equipment:** Pete and Karen Nasvik from Themed Concepts were present to discuss their proposal for Polar Lakes Park playground options. Pete had started the company, and currently Karen and one of his brother own and operate the company, designing playground equipment all over North America. They introduced some of their signature pieces, and then discussed some fun options that may fit well in PLP. They explained how a simple refurbish job would be and what equipment, if any, should be replaced due to age. Finally they showed some examples of brand new equipment that could be installed, if the Park Board so chooses. The Park Board can mix and match, and little intricacies of the pieces are included in the price (nature designs: little bugs, animals, flowers, etc.) It was insured that each concept has accessibility. Even one of the tunnels is large enough for a wheelchair. It was noted that the presentation slides will be available via email after the meeting for closer viewing. Staff will be in touch and there will be more discussion after next meeting.

The Park Board also reviewed plans from MN/WIS Playground using GameTime equipment to replace some playground components and refurbish the large playground structure. GameTime manufactured the playground structures, with the exception of the bear and igloo. The MN/WIS proposal includes:

- removal and replacement of the swing
- removal and replacement of the preschool structure, relocating the structure within the playground
- expansion of the playground to the west increasing the playground by 261 square feet
- existing metal pieces on the playground will be repainted
- some metal and plastic components replaced with new ones
- providing 84 cubic yards of wood fiber surfacing which is the area of expansion
- execution and installation

The cost of refurbishment is \$92,951.00.

**SUMMIT LANE KAYAK RACK:** The Town Planner noted that the kayak rack is full at Summit Lane and there has been a request for 2 more kayak spaces. The Park Board briefly discussed getting a second rack.

Lee motioned to purchase an additional kayak rack. Akenson seconded. Ayes all. There was some minor discussion of purchasing a kayak rack for Bellaire Beach, but it was decided that the Park Board doesn't want to do that until requested.

MINUTES  
PARK BOARD MEETING  
JUNE 18, 2020

**BELLAIRE BEACH – SHELTER – GRADING PLAN:** The Town Planner reported on the Bellaire Beach project at the current stage in the Master Plan. Town staff are finalizing plans and determining which trail options will be implemented on South Shore. Access from South Shore Boulevard, directly to the shelter would not be handicapped accessible and has been removed from the plan. Fall construction is planned.

**ORGANICS DROP-OFF – UPDATE:** The Town Planner reported that the Ramsey County Parks and Rec master plan for Tamarack Nature Center did not include an organics drop off site for the Township. If the Park Board wanted to implement one at Public Works, Ramsey County would provide all of the components for the drop off site. Organics would be collected regularly from the site until it is implemented as part of the recycling and trash programs.

Josephson motioned to use Public Works spots pending Public Works approval of where the slab should go. Lombardi seconded. Ayes all.

**HOCKEY DAY MINNESOTA – UPDATE:** The Town Planner reported that Town staff are putting together a resolution supporting Hockey Day Minnesota at Polar Lakes Park for the Town Board to review and adopt on Monday, July 6.

**PUBLIC WORKS DIRECTOR REPORT:** The Public Works Director noted that he will send the Public Works Department Activity report for June 2020 via email.

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

Josephson moved to adjourn the meeting at 8:40 p.m. Lee seconded. Ayes all.

Respectfully Submitted,

Megan R. Cavanaugh  
Recording Secretary



## Park Board Meeting July 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**  
**June 18, 2020**

**TOWNSHIP DAY / MOVIE IN THE PARK:** Lisa Beecroft was present to report on Movie in the Park and Township Day updates. She updated the Board that Market Fest and Manitou Days have been cancelled. Even though so many precautions have been made, she couldn't police the events to have less than 250 people in attendance.

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### **COVID-19** MN Stay Safe Plan

- Large outdoor gatherings larger than 250
  - Phase 3 - ~~Currently 250 max~~ "Closed"
  - Phase 4 - ~~"Potential for increased capacity"~~ "Closed"
- COVID Safety considerations
  - Staff/volunteer - face coverings, cleaning & disinfecting, social distancing
  - Attendee protections - signage, barricades, hand sanitizer, etc.
  - Public Safety - Ramsey County Sheriff, WBL Fire Dept

### **Movie in the Park**

- Dates/Movies - Saturdays. Seating opens at 7:30, Movie at Dusk.
  - July 11 - Frozen II - Children's Performing Arts
  - July 25 - Mary Poppins - WBLAHS/League of Women Voters MN
  - Aug 8 - Dora the Explorer - AFSA
  - Aug 22 - Little Giants - Youth Football
- Expenses
  - Projection/Sound - \$4000
  - Licensing - \$1700
  - Movies - \$100
- Event Staffing

### **White Bear Township Day**

Saturday, September 19, Time TBD

#### Smaller Event

- Main Stage
  - Children's Performing Arts (free, stipend?)
  - Live Music (\$400-1000)
  - Sound? (Band, or \$500-1000)
  - Tent? (\$1500)
- Car Show – Sponsor Viking Auto/Jake Sarrack
- Bean Bag Tournament (\$400)
- 1-2 Food Trucks (no charge)

#### Optional

- Fireworks (\$5,000)
  - 10% if cancel

White Bear Township Exec Board Update  
June 2020



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Cancel for 2020

- Vendor Market
- Beer Garden
- Petting Zoo
- Touch a Truck/Sandbox
- WBL Archery
- Tamarack Animal showings
- Silent Auction

SPONSORSHIPS

- Viking Auto - \$500, Lund & Byerly's interested
- Targeted Outreach to cover Bean Bag, CPA, marketing

MARKETING/PUBLICITY:

- Print
  - Car Show/Cornhole Quarters
  - Poster/Flyer - Lisa
- Web/Social Media - June
  - Website, Facebook event
  - Press release to local media
  - Web calendars
- Advertising
  - White Bear Press ad

**2020 UPDATED PLAN**

OPTION A:

- Movies in the Park (4 nights)
- Mini Township Day - Sept 19

OPTION B:

- Movies in the Park (4 nights) only

OPTION C:

- Cancel all public gatherings

WBTD Director's Contract



## Park Board Meeting July 16, 2020

**Agenda Number:**

**5**

**Subject:**

Polar Lakes Park Playground Options:  
a. Review of Themescapes Playground  
b. Other Options

**Documentation:**

Planner Memo w/ attachments

**Action / Motion for Consideration:**

Report at Meeting / Discuss

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Minutes  
Park Board Meeting  
June 18, 2020

**POLAR LAKES PARK – RESTROOM UPDATE – PLAYGROUND EQUIPMENT DISCUSSION:**

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- providing 84 cubic yards of wood fiber surfacing which is the area of expansion
- execution and installation

The cost of refurbishment is \$92,951.00.

## MEMORANDUM

**TO: PARK BOARD**  
**FROM: TOM RIEDESEL**  
**DATE: JULY 9, 2020**

**SUBJECT: POLAR LAKES PARK PLAYGROUND**

At the June meeting, the Park Board listened to a presentation from Themed Concepts to replace the Polar Lakes Park playground. The Park Board also reviewed a proposal from MN/WIS Playground to refurbish and replace several pieces of the existing playground.

The MN/WIS proposal (attached) is proposed to cost \$ 92,951.00

The Theme Concept proposals included:

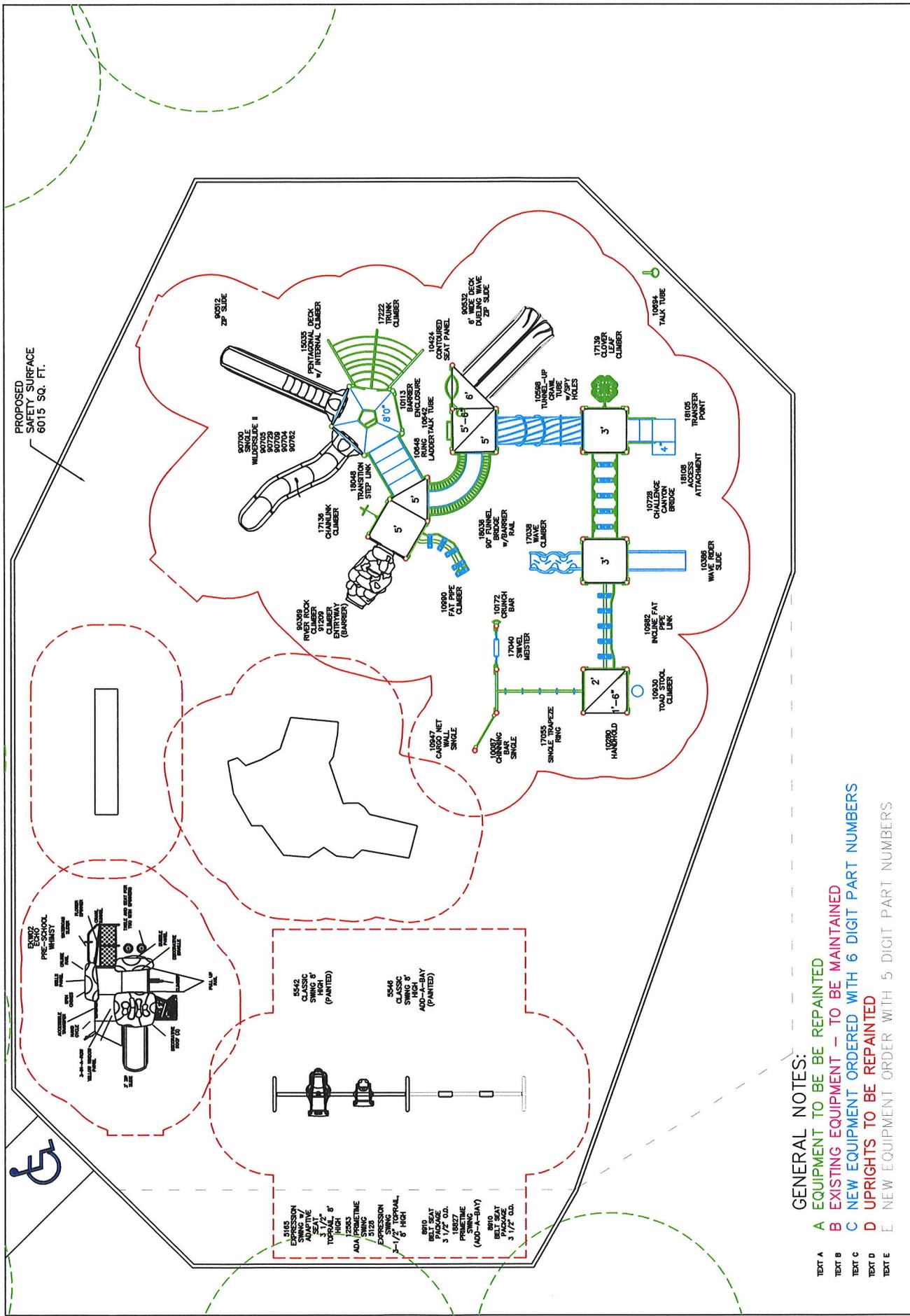
1. Touch Up Existing playground option at a cost of \$ 70,795.00.
2. The Trees & Bears option at a cost of \$ 197,109.14.
3. The Fallen Tree option at a cost of \$ 201,001.64.

The first Themed Concepts option allows room for refurbishing of the existing playground also.

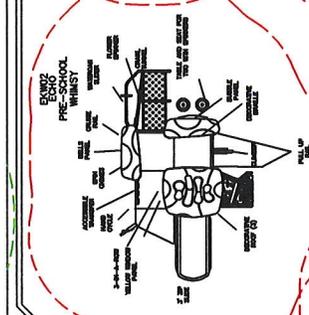
The Park Board should discuss the various options including replace all equipment with new (no proposal solicited yet).

The playground replacement is being proposed as part of the 2021 budget.

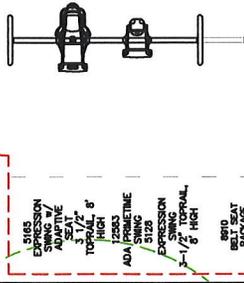
TR/psw  
cc:admin/add.file  
b:options



PROPOSED SAFETY SURFACE  
6015 SQ. FT.



5542 CLASSIC SWING 8' HIGH 8" WIDE (PAINTED)  
5546 CLASSIC SWING 8' HIGH 4" WIDE (PAINTED)



3165 EXPRESSION ADAPTIVE SEAT 8" TOP-RAIL 8" HIGH  
12883 ADA SWING TIME  
5128 EXPRESSION 2-1/2" TOP-RAIL 8" HIGH  
8810 BELL SEAT PACKAGE 3 1/2" DIA. (AD-1000-BAY)  
8811 PRIMATE PACKAGE 3 1/2" DIA. (AD-1000-BAY)  
8812 BELL SEAT PACKAGE 3 1/2" DIA. (AD-1000-BAY)

GENERAL NOTES:

- A EQUIPMENT TO BE BE REPAINTED
- B EXISTING EQUIPMENT - TO BE MAINTAINED
- C NEW EQUIPMENT ORDERED WITH 6 DIGIT PART NUMBERS
- D UPRIGHTS TO BE REPAINTED
- E NEW EQUIPMENT ORDER WITH 5 DIGIT PART NUMBERS

SCALE: 1" = 12'-0"

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E-Mail info@mmwplay.com

Polar Park

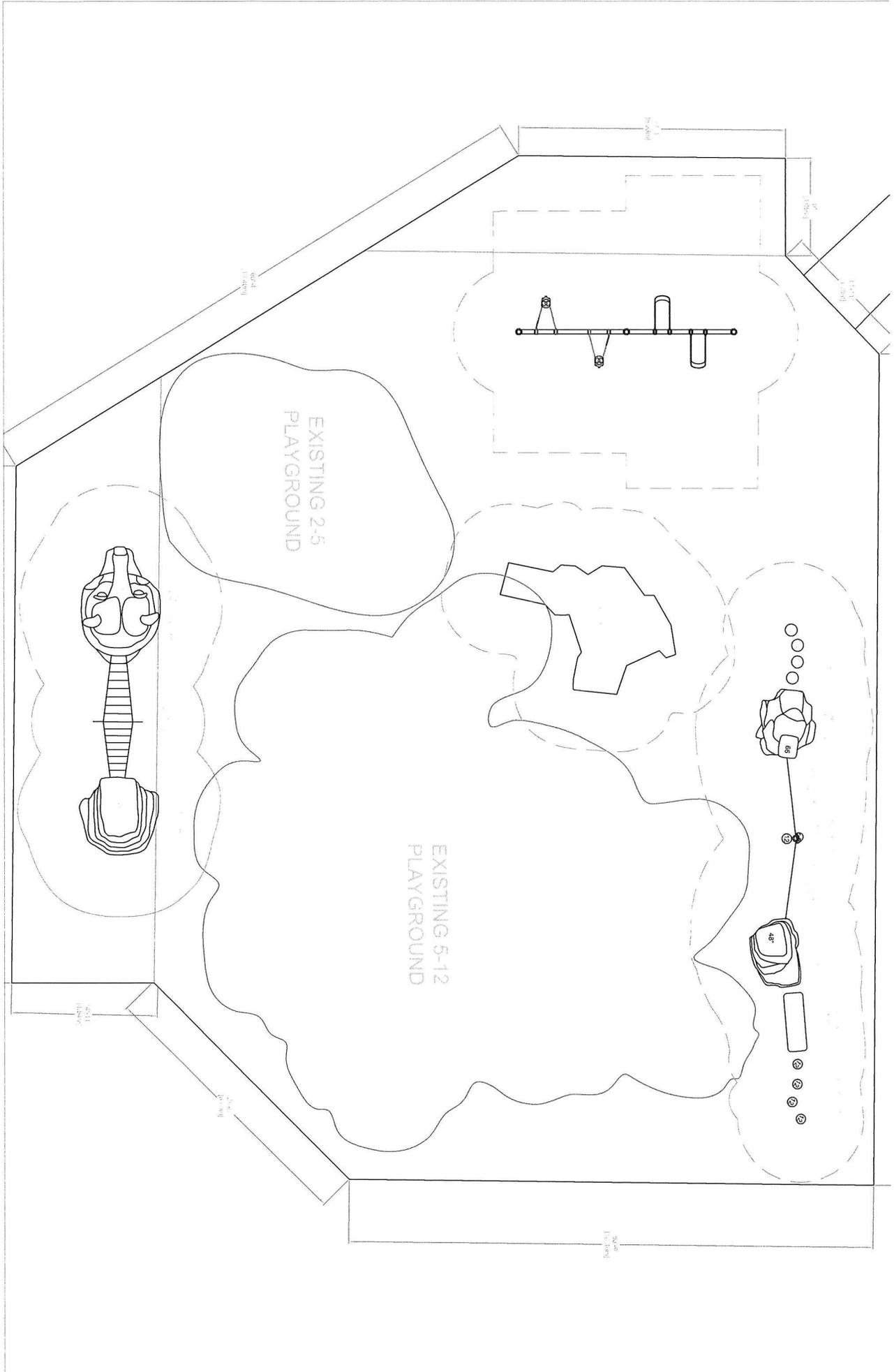
White Bear Lake TWP., Minnesota

6-3-20

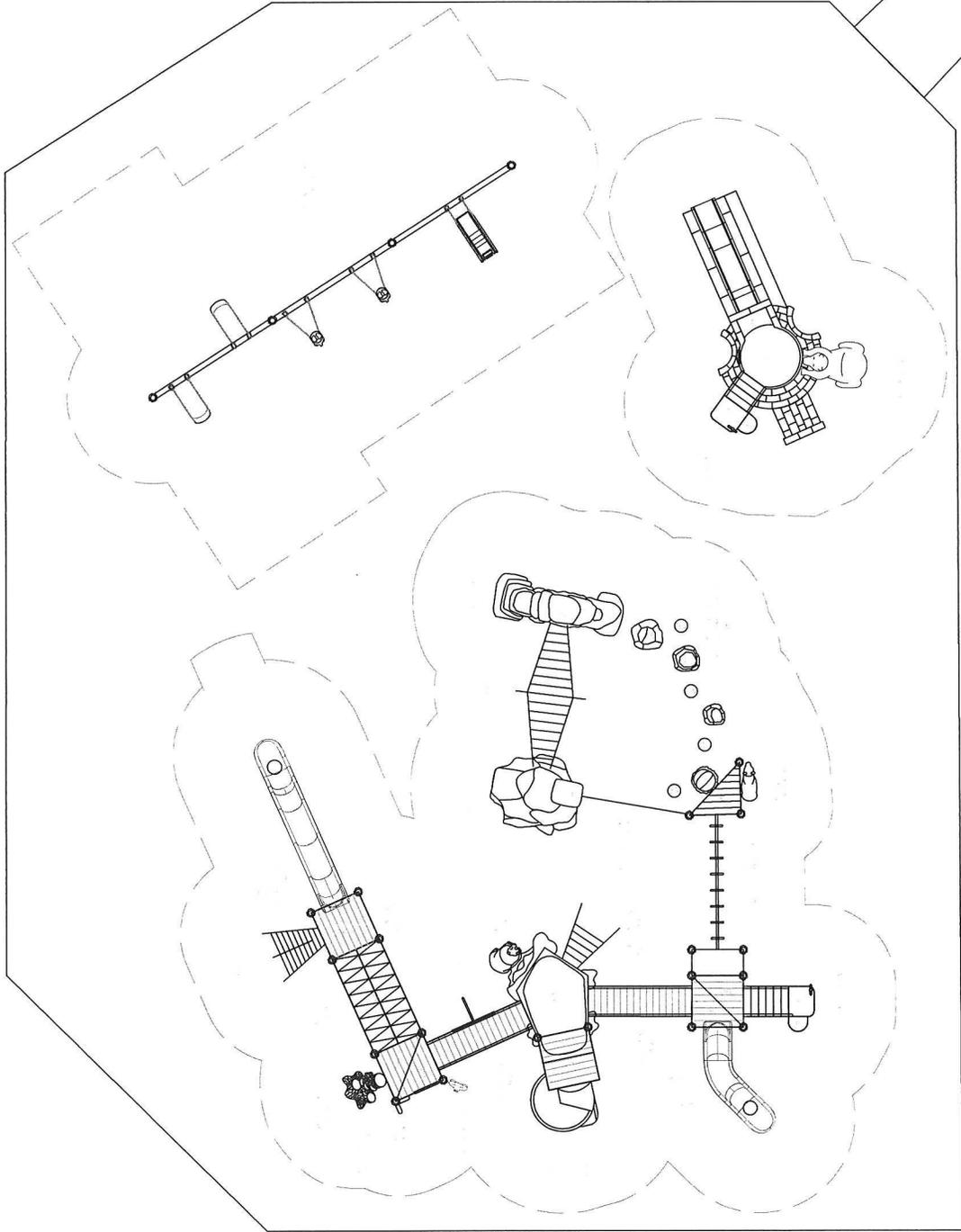
DWG. D10196H

THIS PLAN REQUIRES A FINISHED GRADE RESOLUTION

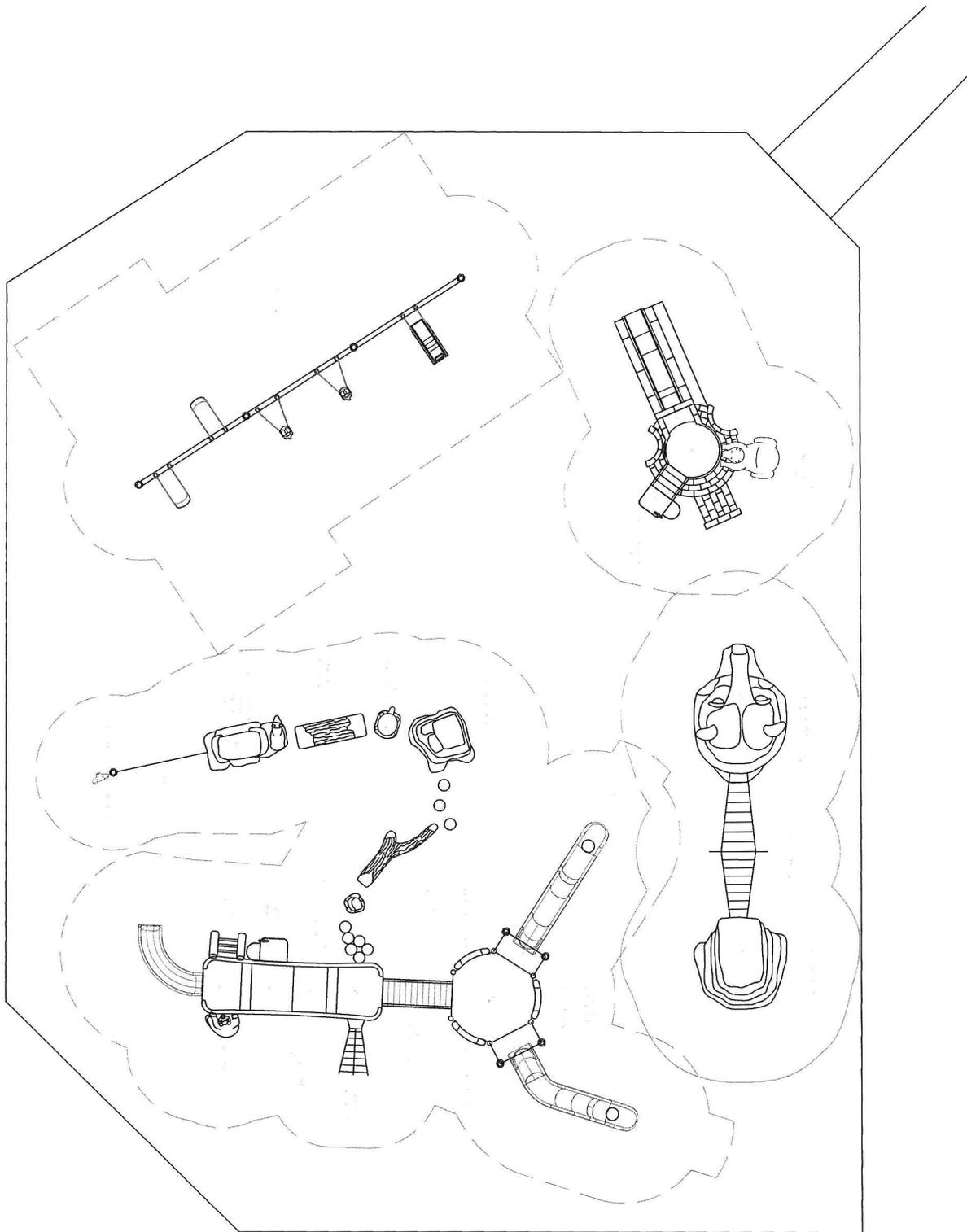
# OPTION #1 - Themed Scapes



OPTION #2 Themed Concepts



OPTWU #3 Themed Concepts.





## Park Board Meeting July 16, 2020

**Agenda Number:** 6

**Subject:** Bellaire Beach:  
a. Final Plan  
b. Kayak Racks

**Documentation:**

**Action / Motion for Consideration:**

Report at Meeting / Discussion

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**Minutes**  
**Park Board Meeting**  
**June 18, 2020**

**BELLAIRE BEACH – SHELTER – GRADING PLAN**: The Town Planner reported on the Bellaire Beach project at the current stage in the Master Plan. Town staff are finalizing plans and determining which trail options will be implemented on South Shore. Access from South Shore Boulevard, directly to the shelter would not be handicapped accessible and has been removed from the plan. Fall construction is planned.





**Park Board Meeting  
July 16, 2020**

**Agenda Number:**

**7**

**Subject:**

Columbia Park Parking Lot

**Documentation:**

**Action / Motion for Consideration:**

Report at Meeting / Discussion





**Park Board Meeting  
July 16, 2020**

**Agenda Number:**

**8**

**Subject:**

Public Works Director Report

**Documentation:**

**Action / Motion for Consideration:**

Report at Meeting / Discussion

**White Bear Township  
Town Board Update  
On  
Public Works Department Activity  
(June 2020)**

1. **Lift Station Upgrades–**
  - Lift Station #9 (the last of the Town’s 10 Lift Stations to be rehabilitated) – The concrete driveway and site restoration are completed. There is minor restoration work remaining and the Town Engineer is obtaining the O&M manuals.
  
2. **Safety**
  - The most recent Safety Training was held via Zoom.
  
3. **Water Meter Repair/Reading**

Water meter replacement project update – Public Works has been installing meters/radios at residences since the week of June 15<sup>th</sup> with appointments typically scheduled at 7 a.m. and 12 noon.

  - Commercial meter testing – Will continue in 2020
  
4. **2020 Capital Equipment Purchases/Capital Improvement Projects**
  - Mill and Overlay Administration Parking Lot - \$50,000.00
  - Purchase replacement Plow Truck (#49) - \$300,000.00. Approved by the Town Board, on order with delivery of the Truck Chassis expected in November.
  - Purchase replacement Asphalt Hot Box - \$70,000.00. Approved by the Town Board, Purchased, and is in use.
  - Reconstruct Columbia Park Parking Lot - \$250,000.00
  - Rehabilitate Bellaire Beach Park - \$200,000.00. The Town Board approved Ramsey County Park and Recreation, Soil and Water Division’s proposal for design, bidding, and construction of Shoreline Stabilization Project
  - Storm Water Projects –
    - a) Reestablish drainage flow along north side of R.R. tracks between Division Street and Eagle Street. CP Rail has cleaned the culverts that cross under the R.R. tracks within the Township. This will help determine the scope of the ditch work.
    - b) Water Quality Improvements to storm water discharge locations at both Park St (Outfall 6) and St. Anthony Ave (Outfall 5). Both of the Saffle Baffle structures have been placed. Park Street is completed and St. Anthony will be once Ramsey County replaces the storm pipe under West Bald Eagle Boulevard. This work will proceed the Pavement Preservation Project to start soon.

- c) Replace storm pipe running from Liebel Street under Highway 61 and the railroad tracks. The Town Engineer is preparing bid documents at this time.

**5. Storm Water Program**

- Staff will be completing an updated SWPPP for submittal to the MPCA.

**6. Water system improvements/issues**

- Water System Improvements update – The project had a delayed start due to Covid-19. The MDH’s approval had taken an extra 3 weeks. Well #4 Development is completed. The new pump and motor for the well are in the process of ordering.
- 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 watermain is a 12” line. One home would be without water. We can temporary water from a hydrant on Taylor while the work is completed, for the resident at 5475 Hugo Road.
- Hammond Road Water Tower repainting in 2019 – The concrete floor, in the Tower base, is completed. Some punch list items remain and a 1 year inspection will be completed in late September/early October.
- Establishing an interconnect, for area south of TH 96, is being reviewed with the City of White Bear Lake’s Public Works Director/City Engineer.
- The Public Works Director has started work on drafting the America’s Water Infrastructure ACT 2018 (AWIA) requires an assessment of the Town’s Water System be completed and submitted by June 30, 2021. The Emergency Response Plan (ERP) follows closely behind, due December 31, 2021.

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

- 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. The deactivation of the Birchwood Lift Station #1 is completed. The Public Works Director will follow up on the televised inspections for the sanitary sewer service line connections.
- The Town Engineer has verified the capacity of the Centerville Road sanitary sewer line, based on the development projections provided by the North Oaks Company.

**8. Street Improvement Program.**

- The 2020 Street Project is well under way. Hillaire, Summit, Forest Court, and Arbor Drive (north half) have had the structures lowered, reclaimed, and miscellaneous stormwater improvments are underway.

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

- Street name sign replacement will begin in 2021 per this year’s revised CIP.

**10. Personnel Updates:**

**11. Park Projects:**

- The trails remaining trails along White Bear Parkway, Centerville Road, Otter Lake Road, Polar Lakes Park and Columbia Park will be sealcoated this year. The project included the Well and Lift Station parking lots.
- Athletic Fields are beginning to see some use. This week a Soccer Camp is being held on the upper soccer fields and a baseball game was held last night on field 4.

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

**2020**

- County Road H-2 Resurfacing Community meeting. The meeting was held on March 4, at the Tamarack Nature Center by Ramsey County Public Works from 4-6 p.m. No designated Bike Lanes was the consensus of the attendees.
- 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 June 2020**

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. Completed 15 state bac t tests
5. Continued various water meter and radio repairs
6. Water shut off for home repairs
7. Located, cleaned out and operated gate valves on the 2020 Ramsey Co. street project areas
8. Locating water services for the 2020 street project on the Southside
9. New construction water turn on's and radio programing
10. Jetted and cleaned various Town sanitary sewer lines and lift stations
11. Gopher one locates in Township, North Oaks, Gem Lake, and Birchwood
12. Sign installation and repairs throughout the Township
13. Finished the 2020 seal coat prep work
14. Ongoing patching of Town roads
15. Brush and tree removal from storm damage
16. Started skin patching Town roads
17. Mowing and weed whipping Town Parks and Lots
18. Emptied trash in all the parks
19. Herbicide treatment at all Town playground areas
20. Dragged and prepared baseball fields for the upcoming season at Polar Lakes and Longville Park
21. Put up batting cages and wind screens at Polar Lakes Park

**Mechanic jobs for June 2020**

- Assisted Public works with grass cutting at Polar Lakes Park, Admin. an Public Works
- Assisted Public Works with Meter and radio change outs
- Helped with the dragging and preparing Polar Lakes Park baseball fields
- Pumped well #5 pond
- Scheduled #7 (Bobcat) for AC repairs
- Scheduled #21 for engine warranty work
- Repaired the ignition switch on #3 (Toro mower)
- Replaced multiple wheel bearings on #3 (Toro mower)
- Replaced bad left wing pulley on #3 (Toro mower)
- Repaired the rear tire on #18 (Toro mower)
- Prepped the new patch trailer for use out in the field



**Park Board Meeting  
July 16, 2020**

**Agenda Number:** 9 - 10

**Subject:** Added Agenda Items  
Adjournment

**Documentation:**

**Action / Motion for Consideration:**



**Park Board Meeting  
July 16, 2020**

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

**Documentation:**

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

Pursuant to due call and notice thereof, a Regular meeting of the Town Board of the Town of White Bear, Minnesota, was duly held at Heritage Hall in said Town on July 6, 2020 at 7:00 p.m.

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

Supervisor Ruzek introduced the following Resolution and moved its adoption:

**RESOLUTION APPROVING THE SPECIAL  
EVENT REQUEST FOR HOCKEY DAY MINNESOTA  
JANUARY \_\_\_\_, 20\_\_ FOR EXCLUSIVE USE  
OF POLAR LAKES PARK, 1280 HAMMOND ROAD,  
WHITE BEAR TOWNSHIP**

WHEREAS, the White Bear Township agrees to provide the premises in its ordinary and useable condition. The Town will not make any special accommodations in cases of inclement weather. Any group using the field will be completely responsible for any additional set up that it requires, including but not limited to: coordinating and paying for the delivery and removal of additional portable restrooms, obtaining the proper permits and licensing for concessions and providing adequate medical and security personnel, providing maintenance equipment, and emptying refuse containers as necessary,

AND WHEREAS, White Bear Township's selection as the host site for Hockey Day Minnesota with events to be held from January \_\_\_\_-\_\_\_\_, 20\_\_ (including set up and take down of equipment), has entailed extensive event planning and organization by the community, in particular, local organizing committee members, hereinafter referred to as "the LOC",

AND WHEREAS, the Township on \_\_\_\_\_, 2020, granted the LOC permission to use Polar Lakes Park for the Event hockey rink and village areas,

AND WHEREAS, the Township, on \_\_\_\_\_, 2020, also authorized the Town Board Chair and Town Clerk to execute a Hockey Day Minnesota Municipal Agreement regarding the general roles, expectations and obligations of

each entity related to the Event; which agreement was executed on \_\_\_\_\_,

AND WHEREAS, for final Event preparations, the LOC seeks, among other things, approval of the Permit including related alcohol sales from January \_\_\_ - \_\_\_, 20\_\_\_,

AND WHEREAS, for final Event preparation, the LOC has identified Polar Lakes Park as follows:

- exclusive use of park from January \_\_\_, 20\_\_ at 8:00 a.m. to January \_\_\_, 20\_\_ at noon
- requesting traffic control assistance, with appropriate signage provided by the Ramsey County Sheriff's Department from January \_\_\_, 20\_\_ at 8:00 a.m. to January \_\_\_, 20\_\_ at noon; with the condition that the LOC submit a traffic control plan, parking plan, remote parking plan, and shuttle plan to the Town Clerk that meets the requirements of the Town
- requesting designated shuttle/bus only with "No Parking" postings, with the appropriate signage provided by the LOC at \_\_\_\_\_(where)\_\_\_\_\_ from 8:00 a.m. to 1:00 a.m. from January \_\_\_-\_\_\_, 20\_\_

AND WHEREAS, in connection with the aforementioned requests, the LOC agrees to abide by all Township rules and regulations associated \_\_\_\_\_ and in the use of the designated areas; and, to submit the appropriate applications and user and permit fees associated therewith to the Town Clerk,

AND WHEREAS, the LOC will provide the Township with an updated Certificate of Insurance naming the Town as an additional insured for all activities associated with the requests for the duration of the Event, if not already previously provided,

AND WHEREAS, the Park Use Fee established by Town policy when participation is expected to exceed 200 people are hereby waived noting that Hockey Day Minnesota is a non-profit organization,

AND WHEREAS, the Township shall allow motorized vehicles and machines on park property as needed,

AND WHEREAS, Hockey Day Minnesota agrees to the following items related to the event:

- pay for security fees charged for traffic control and security at the event, i.e. Ramsey County Sheriff's Department
- pay for Town staff/Public Works time to be on-site at the Event
- pay for use of any Town equipment as needed and identified by Hockey Day Minnesota
- any damage to the park related to the use of the park and vehicles/equipment used within shall be paid for by Hockey Day Minnesota
- any change or alterations to Polar Lakes Park shall be approved by the Town Clerk,
- the Town will assume no responsibility for loss or damage to personal property belonging to any person from the group
- shall provide a park use layout for Hockey Day Minnesota to be reviewed and approved by the Town Clerk
- Hockey Day Minnesota will work with the Town to pay for an electrician to attend the event and provide electrical services in preparation for the event. Electrician fees to be paid for by Hockey Day Minnesota
- the Town will provide use of the Administrative Offices conference room and restrooms for FSN/Hockey Day Minnesota
- Hockey Day Minnesota will provide and pay for upgrades to the phone services needed for the Event, in coordination with Town staff
- Hockey Day Minnesota will provide and pay for upgrades to the Town's high speed internet as necessary for the Event in coordination with Town staff
- all temporary structures, tents, stages, grandstands, hockey rinks, etc., will be provided and paid for by Hockey Day Minnesota
- the Town will allow use of drone cameras at the Hockey Day Minnesota/White Bear Township Event
- the Town will allow use of field lighting in addition to all other park amenities for the Event
- the Town will provide snow removal services for the Event as agreed upon by the LOC
- this resolution is nonbinding and non-contractual, but is a resolution of support. Hockey Day Minnesota shall provide a contract to the Town for review and approval.

NOW, THEREFORE, be it resolved by the Town Board of the Town of White Bear that the requested use of Polar Lakes Park and alcohol sale approval (subject to State), uses, closure, shuttle areas and traffic control assistance identified above, by the LOC for Hockey Day Minnesota events commencing January \_\_,

