



1281 HAMMOND ROAD
WHITE BEAR TOWNSHIP, MN 55110

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

1858
RAMSEY COUNTY
MINNESOTA

AGENDA TOWN BOARD MEETING SEPTEMBER 9, 2020

1. **7:00 p.m.** Call Meeting to Order at Heritage Hall, 4200 Otter Lake Road.
2. Approval of Agenda (Additions/Deletions).
3. Payment of Bills.
4. Approval of Minutes of August 17, 2020 (Additions/Deletions).
5. **Consent Agenda:**
 - A. **Parkview Village Refuse Exemption Request** – Based on Utility Commission Recommendation Deny the Exemption Request.
 - B. **2020 Bow Hunting Request** – Approve 2020 Deer Hunting Request for John Duxbury to Bow Hunt on Township Property Near State Tool.
 - C. **Township Mission Statement** – Approve Revised Mission Statement.
 - D. **Special Three Dog License Renewal** – Approve Renewal of Special Three Dog License Contingent Upon Receipt of Application & Corresponding Fees Until March 31, 2024 @ 2340 Hoxie Avenue.
 - E. **CARES Act** – Approve Ramsey County Elections State of Minnesota 2020 CARES Act Grant County – Municipal Agreement.
 - F. **Extend South Shore Trinity Lutheran Church Outdoor Mass Schedule** – In Accordance with the Township's Special Events Policy, Extend the Non-Exclusive Use of Bellaire Beach to South Shore Trinity Lutheran Church, 2480 South Shore Boulevard to Hold Outdoor Worship Services, Weather Permitting Thru the Month of September With Services Beginning at 10:45 a.m. for Two Hours per Service & to Allow Use of Electricity from the Township's Lifeguard Building to Power the South System, Noting the Church Will Adhere to Any Safety/Social Distancing Guidelines That Are in Place During this Time.

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.



- G. **Administrative Driveway Variance** – In Accordance with Town Ordinance No. 35, Section 9-6.3(e).(3) & Based on Staff Review, Recommendation & Approval, Ratify Town Clerk’s Issuance of an Administrative Driveway Variance @ 2480 Taylor Avenue.
- H. **Employee Handbook** – Approve Revision of Overtime/Compensatory Time Section of the Handbook Adjusting the Maximum Carry-Over Time From 40 Hours to 80 Hours.
- I. **Annual Storm Water Presentation** – Call the Informational Public Hearing for Monday, October 19, 2020, Beginning at 7:00 p.m. for the Annual Presentation of the Town’s Storm Water Pollution Prevention Program.
- J. **Right-of-Way Permit** – Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve Comcast Permit to Install a New Underground Cable to 5520 Shadyside Lane by Boring the Service Under the Road.
- K. **Right-of-Way Permit** – Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve Comcast Permit to Install a New Underground Cable to 4198 Lakewood Avenue by Boring the Service Under the New Road.
- L. **Right-of-Way Permit** – Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve Comcast Permit to Install a New Underground Cable to 5326 Bald Eagle Boulevard by Boring the Service Under Short Street.

6. **Old Business:**

- A. **Crescent Curve Street Light Installation** – Approve Light Type & Location.
- B. **Polar Lakes Park Restrooms:**
 - 1. Award Contract.
 - 2. Authorize TKDA to Perform Construction Management Services.
 - 3. Authorize Purchase of Romtec Restroom Buildings.
 - 4. Receive & Approve Tree Removal Quote.
- C. **Emergency Management Team Report:**
 - 1. Ramsey County COVID-19 Incident Management.
 - 2. Contract Group Update.
 - 3. Attorney Update.
 - 4. Operations Logistics / Administrative Offices.

7. **Public Hearing:**

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- A. **Ordinance No. 35 Amendments** – Consider Amending Section 7-12 Relating to the Raising of Chickens.

8. **New Business:**

Town Engineer Item:

- A. **Deer Meadow Park Trail, Pond & Swale Improvements:**
 - 1. Receive Bids.
 - 2. Award Contract.
 - 3. Authorize TKDA to Perform Construction Observation.
- B. **Leibel Street Stormwater Improvement Project:**
 - 1. Receive Quotes.
 - 2. Award Quotes.
 - 3. Authorize TKDA to Perform Construction Observation.

General Business:

- C. **Ordinance No. 47 (Housing):**
 - 1. Adopt Amendments.
 - 2. Approve Synopsis / Adopt Resolution Authorizing Publication.
 - D. **Ordinance No. 54 (Fees & Charges)** – Adopt Amendments.
 - E. **Ordinance No. 5 (Animal)** – Adopt Amendment.
 - F. **COVID-19** – Adopt Policy Amendment.
 - G. **No Parking Sign Request** – Montgomery Alley.
- 9. **Open Time.**
 - 10. **Added Agenda Items.**
 - 11. **Receipt of Agenda Materials & Supplements.**
 - 12. **Adjournment.**

White Bear Township's

Mission:

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**Town Board Meeting
September 9, 2020**

Agenda Number: 1 - 2 - 3 - 4

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

Approval of September 9, 2020 Agenda
Approval of Payment of Bills
Approval of Minutes of August 17, 2020

Documentation: September 9, 2020 Agenda
August 17, 2020 Minutes

Action / Motion for Consideration:

Call Meeting to Order:	7:00 p.m.
Approval of Agenda:	September 9, 2020 (additions/deletions)
Approval of Payment of Bills	
Approval of Minutes:	August 17, 2020 Meeting

**MINUTES
TOWN BOARD MEETING
AUGUST 17, 2020**

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

Present: Supervisors: Prudhon, Ruzek, McCune; Clerk/Treasurer: Christopherson;
Attorney: Lemmons; Town Finance Officer: Tom Kelly

Absent: Town Planner: Riedesel, Public Works Director: Reed, with notice Town Engineer:
Poppler was telephoned in during the Engineer items to answer any questions and
explain the agenda items to the Board.

APPROVAL OF AGENDA (Additions/Deletions): Ruzek moved to approve the agenda as submitted with the added supplemental information for agenda item 7A) Special Three Dog License. McCune seconded. Ayes all.

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

APPROVAL OF MINUTES OF AUGUST 3, 2020 (Additions/Deletions): Ruzek moved to approve the minutes of August 3, 2020. McCune seconded. Ayes all.

CONSENT AGENDA: McCune moved to approve the amended consent agenda as follows: **5A) Tobacco License** – Based on staff review & recommendation approve a new tobacco license for White Bear One Stop LLC, 5960 Highway 61 through December 31, 2020; **5B) Construction Activity Report** – Receive. Ruzek seconded. Ayes all.

EMERGENCY MANAGEMENT TEAM REPORT:

1. Ramsey County COVID-19 Incident Management: The Town Clerk reported that there was just extensive conversation with the joint EDAB/EDA meeting regarding the CARES Act and Town staff is moving forward. There will be discussion regarding the reimbursable public safety expenditures and the HVAC system at the Town Board Executive meeting.

2. Contract Group Update: There will be more to update about the reimbursable public safety expenditures after Thursday the 20th.

3. Attorney Update: There was nothing new to update.

4. Operations Logistics/Administrative Offices: There is nothing new to update.

SPECIAL THREE DOG LICENSE, 5795 OTTER LAKE ROAD – CONSIDER THE REQUEST FOR A SPECIAL THREE DOG LICENSE: Ruzek moved to note proper publication of the hearing notice in the newspaper & waive reading of the notice. McCune seconded. Ayes all.

Ruzek moved to open the public hearing. McCune seconded. Ayes all.

The Town Clerk reported that this agenda item is for the Board's consideration. In the supplemental packet there is additional information from the Ramsey County Animal Control

**MINUTES
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AUGUST 17, 2020**

Officer Mario Lee. He visited the owner of the dogs Maribel Alfaro two times, with the final report on Friday the 14th in the packet. In the regular packet there are two resident emails and one in the supplemental packet, for a total of three emails from neighbors. The neighbors had complained of the barking, and these emails were sent prior to Lee's inspection and report of the condition regarding the three dogs. There was some discussion of the emails, noting if someone writes an email complaint, typically they are pushed past their limit. The owner has been a resident of the Township since 2009 and has no other complaints. There was some discussion as to why she is applying now, if the youngest of the dogs is three years old.

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

Owner Maribel Alfaro, 5795 Otter Lake Road, was present to answer any question and give testimony of the progress regarding the three dogs. She stated that she wasn't aware of any email complaints until the Board had asked about them. She stated that the Animal Control officer came for a first visit, she had been made aware of the ordinance and wanted to make it right. After the first visit with Officer Lee, she purchased devices used to aid the owner in quieting the barking. The first device she purchased was a multi-dog device that she placed outside. She noted that since that one didn't work well, she purchased a second similar device for the back yard that worked well for two dogs. One of the Chihuahuas kept barking, so she purchased another device, a special collar for this dog. She noted that that helped considerably. She didn't know the dogs barked so much as she cannot hear them from inside the house.

There was some minor discussion over ideas Alfaro could implement should the dogs start barking again: like adding slats to the chain fence so visibility is impaired and privacy is added. If dogs can't see cars and people outside the house, they bark less. Alfaro noted that on Officer Lee's second visit, Friday, August 14th, he parked his car and walked up to the fence and the dogs didn't bark. She noted that he was pleasantly surprised. Alfaro did note that she has had all three dogs for three years, since the birth of the youngest, but that it isn't a year-round concern since they are inside during the colder months.

The Board asked if Alfaro was comfortable with a review in 90 days. She was. The Board is comfortable granting the request upon review in 90 days. This has been done before as outlined in item 7 regarding licenses. There was some discussion over the change of dates, due to the incorrect year listed. The 8 items should read as follows:

1. This Special Three Dog License shall be limited to three (3) dogs.
2. All Dogs shall have current licenses obtained from White Bear Township.
3. 3. All dogs shall have current rabies vaccinations.
4. The premises shall be cleaned of all feces on daily basis. Unreasonable noise, orders or other annoyances shall be prohibited for the protection of the public and safety.
5. This Special Three Dog License shall be revisited by the Animal Control Officer and reviewed by the Town Board in three (3) months to insure compliance.
6. This Special Three Dog License shall expire on March 31, 2024. Application for renewal shall be completed prior to that date.
7. White Bear Township reserves the right to revisit the action to approve this Special Three Dog License if complaints are received during the license period.

**MINUTES
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8. State, Federal and local laws and ordinances shall be complied with.

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

Ruzek moved to approve special three dog license subject to the changes that we added for items under consideration numbers 5 and 6. McCune seconded. Ayes all.

It was noted that Town staff will reach out to the neighbors to notify them of the Town Board action and the review in 90 days.

PROPERTY TAX ABATEMENTS – AUTHORIZE ABATEMENT OF PROPERTY TAXES:

Ruzek moved to note proper publication of the hearing notice in the newspaper & waive reading of the notice. McCune seconded. Ayes all.

Ruzek moved to open the public hearing. McCune seconded. Ayes all.

The Town Finance Officer introduced this agenda item; this is the first time the Town has issued tax abatement bonds. These bonds will fund the two restrooms at Polar Lakes Park and some of the equipment.

Doug Green from Baker Tilly was present give information of the bond process and answer any questions. The stated that cities and municipalities do use these property tax abatements as an opportunity to issue bonds for other purposes. The bonds themselves are just like general obligation bonds or improvement bonds, they just have a different name: abatement bonds. The way these bonds work is that on an administrative level, the Town selects properties at random that benefit from a certain park area, in this case Polar Lakes Park. Then the Town allocates the property tax amounts from those properties for the bond that is applying to Polar Lakes Park. This is all done administratively, property tax filing for these properties will look no different. The Town is redirecting tax benefits to pay for the bonds. Green gave an example of a recent client of his who used this type of bond.

The Town Finance Officer gave an example of an improvement that the Town used Tax Increment Financing to help pay for the improvement, but the Town could have also used this type of abatement bond. The Town can also use this type of bond on future projects; one that was noted was the stage. The only other option is to do a referendum. It was noted that the interest rate is the same. The three types of bonds are general obligation abatement, utility, and improvement bonds. There was some discussion on the interest rates of the bonds. The payback period is 10 to 15 years : 10 years for the other improvements, 15 years for the Peterson Road and park improvements.

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

Ruzek motioned to close the public portion of the hearing. McCune seconded. Ayes all.
Ruzek moved based on Finance Officer review & recommendation adopt the resolution approving property tax abatements. McCune seconded. Ayes all.

GENERAL OBLIGATION ABATEMENT BONDS – AUTHORIZE SALE OF APPROXIMATELY \$5,900,000 GENERAL OBLIGATION ABATEMENT, IMPROVEMENT & UTILITY BONDS, SERIES 2020A:

The Town Finance Officer reported that this is just a necessary step in the process to authorize Baker Tilly to sell bonds for the park, water improvements, restrooms, and for which the other projects the bonds are planned. Doug Green from Baker Tilly was present to answer any questions that the Board may have. There was some discussion over the opening date. Green explained that that date gives the underwriters of the bond some flexibility in how they write the bond.

Ruzek moved based on Finance Officer review & recommendation adopt the resolution proving for the competitive negotiated sale of approximately \$5,900,000 General Obligation Abatement, Improvement & Utility Bonds, Series 2020A. McCune seconded. Ayes all.

STILLWATER STREET SANITARY SEWER PIPE REPAIR – RECEIVE QUOTE – APPROVE QUOTE:

The Town Clerk was present to answer questions in place of the Public Works Director. He explained that the memorandum is pretty straight forward and the contractor with the lowest bid has worked for the Town previously. There was some discussion of the pipes underneath a county road. A note was made so the Public Works Director can make sure those pipes under the county road have been looked at. The memorandum explained that the televising and inflow/infiltration work completed in August of 2019 was to fix a deficiency. This year the televising is to finish the work with the offset pipe on Stillwater Street. The Town received 3 quotes: Dave Perkins Contracting, Inc. for \$16,805, Pember Companies, Inc. for \$31,000, and Peterson Companies for \$53,000. Staff is comfortable with the lowest bidder performing the work.

McCune moved based on Public Works Director review & recommendation to receive the quotes. Ruzek seconded. Ayes all.

McCune moved based on Public Works Director review & recommendation to approve quote from Dave Perkins Contracting in the amount of \$16,805.00 to perform the Stillwater Street sanitary sewer repair with funding from the sanitary sewer operating fund. Ruzek seconded. Ayes all.

2020 SANITARY SEWER CLEANING & TELEVISIONING – RECEIVE QUOTE – APPROVE QUOTE:

The Town Clerk was present to answer questions as best as he was able in place of the Public Works Director. The Memorandum explained that the focus of the quote is for the sanitary sewer lines constructed of PVC. The Town has completed cleaning, televising, and sealing for the Vitrified Clay Pipe. The cleaning and televising quotes have come from 2 contractors: Ritter and Ritter Sewer Service, Inc. for \$24,331.80 and Visu-Sewer for \$26,772.48. It is the requested action to approve the lower quote from Ritter and Ritter Sewer Service, Inc.

McCune moved based on Public Works Director review & recommendation to receive the quotes. Ruzek seconded. Ayes all.

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McCune moved based on Public Works Director review & recommendation to approve quote from Ritter & Ritter Sewer Service, Inc., in the amount of \$24,331.80 to perform the 2020 sanitary sewer cleaning & televising with funding from the sanitary sewer fund.

POLAR LAKES PARK RESTROOMS – RECEIVE BIDS & REFER TO PARK BOARD FOR REVIEW & RECOMMENDATION:

The Town Clerk reported that the Town received bids from contractors. The Town had received the two separate types of restroom models: the modular and the prefabricated structure. The Town Attorney confirmed that because the bid advertisement stated as such and the potential bidders were notified, there should be no issue. This is a unique item. The memorandum shows the summary of bids. With the Town paying for the cost of the Romtec buildings, the low bidder is Dering Pierson Group with a total cost of \$755,673.00; the second lowest bidder is Ebert Construction at \$782,700.00; and the third lowest bidder is the Public Restroom Company at \$790,431.00. This agenda item will be sent back to the Park Board for review & recommendation.

Ruzek moved based on Town Planner review & recommendation to receive the bids & refer to Park Board for review & recommendation. McCune seconded. Ayes all.

2020-4 – PETERSON ROAD IMPROVEMENTS – APPROVE PLANS & SPECIFICATIONS – ORDER ADVERTISEMENT FOR BIDS:

The Town Clerk reported that the Town is looking for approval of plans and specs. The Town Clerk called Town Engineer Larry Poppler on the phone so the Board could ask questions and explain further. The Town Chair and Engineer briefly discussed a situation at Prudhon's residence with a curb stop. The Town Engineer explained that the plans and specs walk through the design a bit more, shows how the road flows. He noted that due to the grading and curve of the road, the road may have to move a bit. He mentioned other aspects of the project and how the designs show it. There was some discussion of logistics when it comes to the manholes on Peterson Road.

Ruzek moved based on Town Engineer review & recommendation to adopt resolution approving plans & specifications for Improvement 2020-4. McCune seconded. Ayes:

Ruzek, McCune; Abstention: Prudhon.

Ruzek moved based on Town Engineer review & recommendation to adopt resolution ordering advertisement for bids for improvement 2020-4. McCune seconded. Ayes: Ruzek, McCune; Abstention: Prudhon.

2020-5 – OTTER RIDGE CIRCLE ROAD IMPROVEMENTS – APPROVE PLANS & SPECIFICATIONS – ORDER ADVERTISEMENT FOR BIDS:

The Town Engineer explained that Otter Ridge Circle and Peterson Road are in one bid package. He is hoping with a late bid to get the utility portion completed this year and complete the roadway next year. The Engineer explained the reclamation process with spot curb and gutter replacement. There was some discussion on the pricing and whether the pricing changes based on when the work is completed. It was noted that no, the pricing shouldn't change. And if it does the Board can always reject bids if it doesn't like them.

**MINUTES
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Ruzek moved based on Town Engineer review & recommendation to adopt resolution approving plans & specifications for Improvement 2020-5. McCune seconded. Ayes all.

Ruzek moved based on Town Engineer review & recommendation to adopt resolution ordering advertisement for bids for Improvement 2020-5. McCune seconded. Ayes all.

COLUMBIA PARK PARKING LOT – APPROVE PLANS & SPECIFICATIONS – ORDER ADVERTISEMENT FOR BIDS: The Town Engineer reported that the parking lot is being upgraded from 30 parking spaces to 62 parking spaces, including 3 handicapped. The planned pond is proposed to be a dry pond that is 5 to 6 feet deep. There was some discussion on the ramp from the parking lot to the path, which is concrete tied to the asphalt trail. It will meet ADA requirements. It was noted that there are no trees proposed to be removed, and engineers will also try to avoid the roots. It was noted by the Board that this has been needed for a while and is a good move for the park.

Ruzek moved based on Town Engineer review & recommendation to approve the plans & specifications. McCune seconded. Ayes all.

Ruzek moved based on Town Engineer review & recommendation to order the advertisement for bids. McCune seconded. Ayes all.

LEIBEL STREET STORMWATER IMPROVEMENT PROJECT – APPROVE PLANS & SPECIFICATIONS – AUTHORIZE OBTAINING RCWD PERMIT: The Town Engineer reported that the Township maintenance staff have reviewed all stormwater treatment areas and ranked the 70 projects. Leibel Street is at the top of the list. The projects on the list range from \$500 to \$100,000, but Leibel Street stormwater project is estimated to be about \$75,000. The scope of work includes removal of the storm sewer manhole pipe. It was noted that the water flows west toward Bald Eagle Lake and crosses at Leibel and Highway 61. There was some discussion on potential grant funding, either through RCWD or the Met Council. Staff will investigate and apply for grants as able.

McCune moved based on Town Engineer review & recommendation to approve the plans & specifications. Ruzek seconded. Ayes all.

McCune moved based on Town Engineer & recommendation to authorize TKDA to obtain the RCWD permit. Ruzek seconded. Ayes all.

CARES ACT – FUNDING REQUEST: The Town Clerk stated that it would be best to hold off on this agenda item until after discussion at the August Executive Town Board meeting. By then staff will have more information regarding the reimbursable expenses of public safety and the HVAC info.

Ruzek motioned to table the Cares Act, item 8H. McCune seconded. Ayes all.

OPEN TIME: There was no one present for Open Time.

ADDED AGENDA ITEMS: There were no added agenda items.

**MINUTES
TOWN BOARD MEETING
AUGUST 17, 2020**

RECEIPT OF AGENDA MATERIALS / SUPPLEMENTS: Ruzek motioned to receive all Agenda Materials & Supplements for tonight’s meeting. McCune seconded. Ayes all.

McCune moved to adjourn the meeting at 8:13 p.m. Ruzek seconded. Ayes all.

Respectfully Submitted,

Patrick Christopherson
Town Clerk-Treasurer

Approved as Official Meeting Minutes

Town Board Chair

Date

DRAFT



Town Board Meeting September 9, 2020

Agenda Number: 5.A – Consent Agenda

Subject: Parkview Village Refuse Exemption Request – Based on Utility Commission Recommendation Deny the Exemption Request

Documentation: Emails / Ordinance 31 Excerpt / Policy

Action / Motion for Consideration:

Receive Information / Discuss

Based on Utility Commission Recommendation Deny the Exemption Request for Parkview Village

Minutes
Executive Meeting
August 28, 2020

PARKVIEW VILLAGE REFUSE EXEMPTION REQUEST: The Town Clerk reported that the Utility Commission reviewed this agenda item. It was consensus that based on the existing ordinance Parkview Village did not meet the refuse exemption request. This will be on the Town Board agenda for Wednesday, September 9th. It was noted that the services are part of the contract, so even if the residents went out for bid for their own services, they would still have the same services. It was also noted that the Utility Commission requested that the Town send out a request for proposal in negotiation of the current contract with Republic. It expires at the end of 2021, but the Town can begin negotiations now.

Minutes
Utility Commission Meeting
August 13, 2020

Parkview Village Request to be Exempt from Refuse Services: The Town Clerk reported that the Association Manager of Parkview Village, Dan Bucholz, sent staff an email requesting whole exemption from refuse services. This neighborhood would like to seek out its own company. There

was some discussion over the slippery slope of if the Town lets some people others will want out too. This is why there are stipulations to the Town Policy:

"1. Shall be self-employed and proved written evidence that they pay for mixed municipal solid waste service at work or are employed by a company that has mixed municipal solid waste service, and which will provide employee with written permission to use employers mixed municipal solid waste service.

"Such written evidence must be provided to the Town once per year. If not provided, resident shall be billed for mixed municipal solid waste service.

"2. Shall sign an Acceptance of Future Liability form for transporting mixed municipal solid waste and disposing of it at another location.

"3. Shall indicate the location of where their mixed municipal solid waste is being disposed.

"4. Shall pay an amount equivalent to one-half of the rate of 'standard' level service to cover: A) Providing the public service (collecting and disposing of mixed municipal solid waste from public property such as parks, rights-of-way, etc.); B) Annual spring clean-up; and C) Recycling programs." Because of all these stipulations there has only been a handful of residents who qualify for the opt-out. It was noted that there are about 20 homes within the town home association, and it is nearly impossible that every resident would qualify, especially considering that some are retired and therefore do not have employer to dispose of refuse per Ordinance. The goal of the town home association is to look for another vendor to provide these services, but this would require additional truck traffic on Township roads, another thing that are all considered within the cost of the refuse service.

Commission Member Sylvia Hesse stated, "As an owner of a town home, I would be in favor of not letting them opt-out." Upon further discussion, it was decided that Town staff should run the numbers of how much the savings would be to not have to pay for the items noted in the email in the supplemental packet.

The Utility Commission made a recommendation that it feels the whole group does not fit the criteria of the Town Policy, but if individuals want to continue, they can, and show proof of each criterion completed.

Patti Walstad

From: Paul Groschen <paul.groschen@gmail.com>
Sent: Friday, August 14, 2020 7:14 PM
To: Pat Christopherson
Cc: Patti Walstad; Groschen, Paul; Paul Groschen
Subject: Re: Utility Commission Exemption request

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



Paul

Sent from my Android

On Fri, Aug 14, 2020, 3:14 PM Pat Christopherson <Pat.Christopherson@whitebeartownship.org> wrote:

Patti,

Please add this to the Executive Board Agenda packet

The White Bear Township Utility Commission CANNOT recommend exemption for Parkview Village and Lake Country Preserve from refuse collection. The Commission felt as a whole the two properties do not meet the exemption status, but also recognizes the Town Board has the final say in these matters.

PC

Patti Walstad

From: Pat Christopherson
Sent: Wednesday, August 12, 2020 12:27 PM
To: Patti Walstad
Subject: FW: PARKVIEW VILLAGE #1 Townhome Assoc. - WB Township Garbage Contract

Add this as a supplement for the UC por favor

From: BUCHOLZ,DAN BUCHOLZ,DAN <danbucholz@msn.com>
Sent: Wednesday, August 12, 2020 12:25 PM
To: Pat Christopherson <Pat.Christopherson@whitebeartownship.org>
Cc: Dennis Cusick <dcusick1968@gmail.com>
Subject: Re: PARKVIEW VILLAGE #1 Townhome Assoc. - WB Township Garbage Contract

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

Hi Pat:

Thankyou for sharing this e-mail with the Township Utility Commission.

The Association wishes to "opt-out" of the White Bear Township garbage collection agreement with Republic Services.

The reason - Parkview Village Association is unique from single family homes. We do not need the following services, for example:

- lawn clipping / fall leaf pickups.
- large bulk item pickups -mattresses, coffee tables, chairs, microwaves, etc.
- require 33 gallon container - most owners are single, a few with two people only.

We understand Parkview Village is presently under the Township agreement, per Republic Services. We wish to "opt-out" of the existing contract and continue to "opt-out" in the proposed 2021 agreement.

If you have any questions, please contact me.

Thank you.

Sincerely,

Dan Bucholz
Association Manager
651-484-5684

From: Pat Christopherson <Pat.Christopherson@whitebeartownship.org>
Sent: Tuesday, August 11, 2020 1:16 PM
To: BUCHOLZ,DAN BUCHOLZ,DAN <danbucholz@msn.com>
Subject: RE: PARKVIEW VILLAGE I & Lake Country Preserve and WBL township contract

Got it.....I will forward this to our utility commission and the memo you put together regarding your exempt status

From: BUCHOLZ,DAN BUCHOLZ,DAN <danbucholz@msn.com>
Sent: Tuesday, August 11, 2020 1:00 PM
To: Pat Christopherson <Pat.Christopherson@whitebeartownship.org>
Subject: Re: PARKVIEW VILLAGE I & Lake Country Preserve and WBL township contract

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

Hi Pat:

Below is the e-mail from Bev at Republic regarding the wording in the Township contract.

Dan Bucholz



We'll handle it from here."

Julie Pittman Account Manager

8667 Rendova Street
Circle Pines, MN 55014
e JPittman@republicservices.com
C 612-685-0789

From: Mathiasen, Beverly <BMathiasen@republicservices.com>
Sent: Monday, August 10, 2020 10:08 AM
To: Pittman, Julie <JPittman@republicservices.com>
Cc: Subject: RE: PARKVIEW VILLAGE I and WBL township contract

Hi Julie,

Dan didn't have to "OPT IN"; the contract includes townhomes. To "OPT OUT" he would have to appeal to the Town Board.

Here is some contract verbiage I pulled out:

- 4. Exemptions.** No dwelling unit shall be exempted from weekly mixed municipal solid waste and recycling services unless approved by the Town Board, pursuant to the Town's Mixed Municipal Solid Waste Exemption Policy. See Attachment C.

Attachment C is just a listing of the rates; nothing that he doesn't already have.
I hope this is what he needs.

Thanks,
Bev

Beverly Mathiasen
Municipal Services Manager

9813 Flying Cloud Drive
Eden Prairie, MN 55347

e: bmathiasen@republicservices.com

o: 952-946-5302

c: 612-889-7324

w: RepublicServices.com

OED. 31
Refuse

SECTION 4. COLLECTION HOURS IN RESIDENTIAL AREAS. No type of collection service within or near residential neighborhoods shall occur between the hours of 10:00 p.m. and 6:00 a.m.

SECTION 5. DISPOSAL.

5-1. Residential Mixed Municipal Solid Waste Collection. All persons are required to dispose of all mixed municipal solid waste by means of a Township licensed residential mixed solid waste collection contractor unless they have provided for adequate means of disposal which meets the approval of the Town Board pursuant to the Town's Refuse Exemption Policy, and which comply with all ordinances and regulations of the Township, County and State.

5-1.1. It shall be unlawful for any person to permit mixed municipal solid waste to be removed from their property by an unauthorized or unlicensed collector.

5-1.2. It shall be unlawful for any person to fail to dispose of mixed municipal solid waste that may accumulate upon property owned or occupied by a person, at least once every 7 days.

5-2. Commercial/Industrial Mixed Municipal Solid Waste Collection. Commercial and industrial businesses shall make necessary arrangements with a hauler licensed to do mixed municipal solid waste hauling in the Township.

5-3. Yard Waste. It shall be unlawful for any person to dispose of yard and tree waste into the mixed municipal solid waste stream. Yard waste shall be disposed of by:

5-3.1. Contracting with a licensed private collector to haul the yard waste to a County approved compost site.

5-3.2. The resident transporting the yard waste to an approved compost site.

5-3.3. Composting the yard waste on the resident's property in compliance with the Town Ordinances.

5-4. Appliance Collection. Appliances may be collected by a licensed private hauler, or by a Minnesota Pollution Control Agency approved appliance collector.

SECTION 6. COLLECTION OF DESIGNATED RECYCLABLE MATERIALS. Collection of designated recyclable material shall be once per week by the collector and transporter of recyclable materials designated by the Town Board. Designated recyclable materials shall be separated and set out for pick up at the

POLICY

EXEMPTIONS TO MANDATORY MIXED MUNICIPAL SOLID WASTE WEEKLY COLLECTION

White Bear Township's Ordinance No. 31 (Collection and Disposal of Mixed Municipal Solid Waste) requires that all residents dispose of their mixed municipal solid waste at least once per week. It also requires that only licensed haulers may transport mixed municipal solid waste within the Town. Further, in an effort to minimize the truck traffic disruption to residential neighborhoods, and damage to Town residential streets, and in keeping with a commitment to enhance the health, safety, and general welfare of Town residents, the Town Board has permitted only one mixed municipal solid waste hauler to collect and transport mixed municipal solid waste and recyclables from residential dwellings in the Township. This creates a situation whereby all Town residents are required to subscribe to mixed municipal solid waste service provided by the Town's one licensed residential mixed municipal solid waste hauler.

The White Bear Township Board of Supervisors will consider exempting Town residents who can satisfy the following requirements, from having to subscribe to and pay for regular mixed municipal solid waste pick-up from the Town's one licensed residential mixed municipal solid waste hauler:

1. Shall be self-employed and provide written evidence that they pay for mixed municipal solid waste service at work or are employed by a company that has mixed municipal solid waste service, and which will provide employee with written permission to use employers mixed municipal solid waste service.

Such written evidence must be provided to the Town once per year. If not provided, resident shall be billed for mixed municipal solid waste service.

2. Shall sign an Acceptance of Future Liability form for transporting mixed municipal solid waste and disposing of it at another location.
3. Shall indicate the location of where their mixed municipal solid waste is being disposed.
4. Shall pay an amount equivalent to one-half of the rate of "standard" level service to cover:

- A) Providing the public service (collecting and disposing of mixed municipal solid waste from public property such as parks, rights-of-way, etc.);
- B) Annual spring clean-up; and
- C) Recycling programs.

Revised 2/2/04
Revised 11/2/98
Originally Adopted 4/3/95

PSW/s

ACCEPTANCE OF FUTURE LIABILITY

I/We, _____ hereby agree that I/we will hold harmless and indemnify the Town of White Bear, a statutory Township, its agents, supervisors, employees and representatives, for all claims, actions, damages, and causes of action of any kind whatsoever, including attorney fees, which may result from the transporting of mixed municipal solid waste from my residence at _____ to my place of employment located at _____.

This hold harmless and indemnification includes all claims involving municipal mixed solid waste, hazardous waste, and materials classified as hazardous.

IN WITNESS WHEREOF, I/we have hereunto set our hands on this ____ day of _____, 20__.

(Property Owner Signature)

(Property Owner Signature)

Subscribed and sworn to before me
this ____ day of _____, 20__.

Notary Public



**Town Board Meeting
September 9, 2020**

Agenda Number: 5.B – Consent Agenda

Subject: 2020 Bow Hunting Request – Approve 2020 Deer Hunting Request for John Duxbury to Bow Hunt on Township Property Near State Tool

Documentation: Request / Map of Hunting Area / License

Action / Motion for Consideration:

Receive Information / Discuss

Approve 2020 Deer Hunting Request for John Duxbury to Bow Hunt on Township Property Near State Tool

**Minutes
Town Board Meeting
September 4, 2019**

CONSENT AGENDA: McCune moved to approve 5A) 2019 Bow Hunting Request – Approve 2019 deer hunting request for John Duxbury to bow hunt on Township property near State Tool;



RECEIVED

AUG 21 2020

TOWN OF WHITE BEAR

John Duxbury
4092 Oakmede Lane
White Bear Township, MN 55110
651-353-6125

White Bear Township Board Members,

My name is John Duxbury and I have lived in White Bear Township for 27 years. I am submitting a request for permission to bow hunt deer on township property for the 2020 Minnesota Archery Deer Season.

I am requesting permission to hunt WBT parcel 22302240012 (11.52 Acres) and adjacent parcel 2232240004 (2.16 Acres). This property lies west of Otter Lake Road and north of White Bear Parkway. This Township property backs up to the east edge of Rice Lake Preserve and does not border any residential properties.

I was permitted to hunt the same parcels in the 2018 and 2019 archery seasons. I am an experienced hunter and have completed the Minnesota Bowhunter Education Certification. Please see below for my certificate.

I would embrace the opportunity to answer any questions or concerns that you may have regarding this request. Please feel free to contact me at the number listed above.

I look forward to your early and hopefully favorable consideration.

Sincerely,

John Duxbury

I hereby certify that:

1. I am personally responsible for completing the work associated with this course;
2. I am a Minnesota resident;
3. I have read the Minnesota Hunting Regulations provided at the completion of this online course.

I further understand that it is a violation to transfer with this certificate or for anyone other than me to use this certificate.

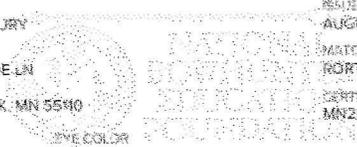
 8/9/2018

SIGNATURE DATE

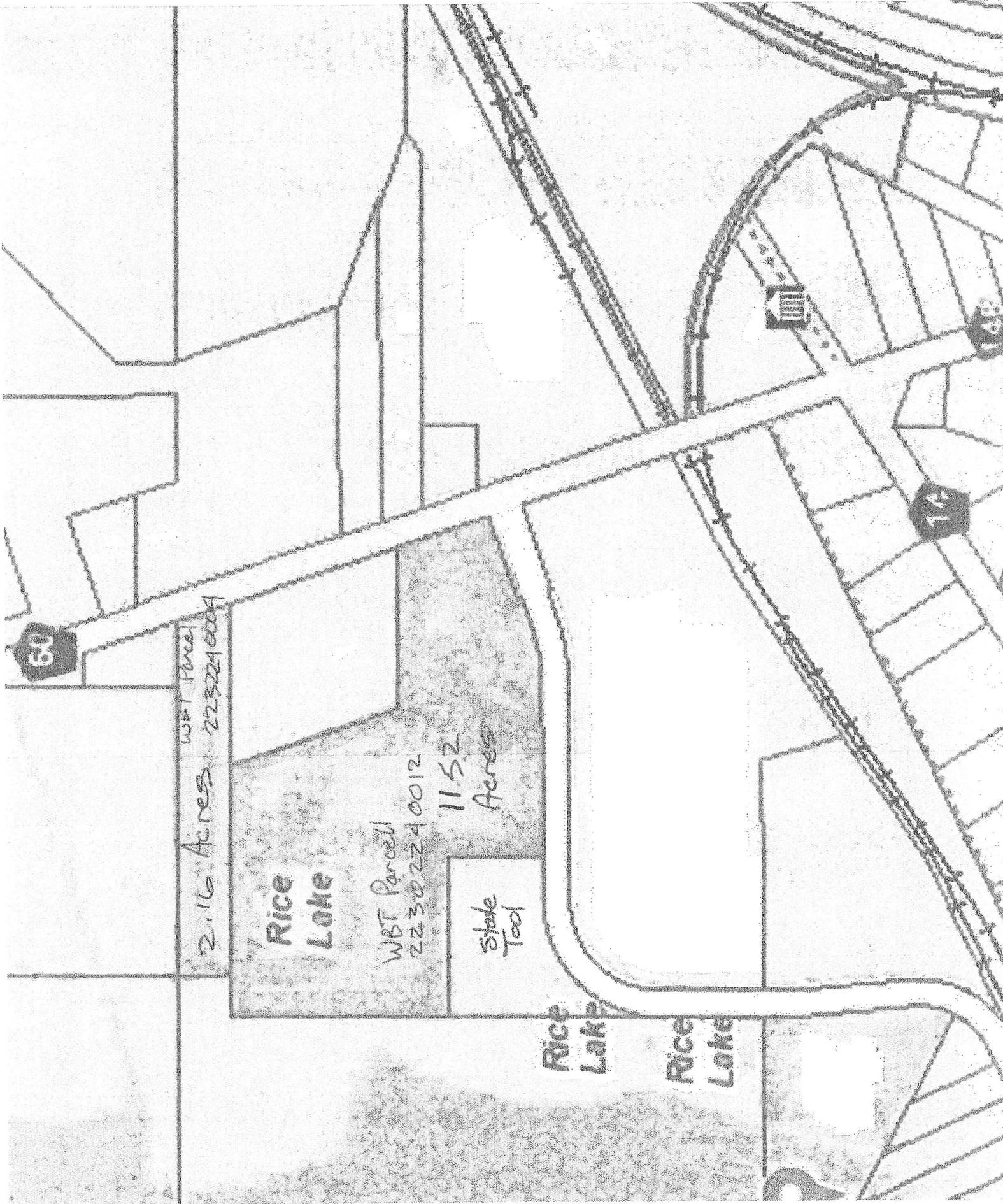
Minnesota Bowhunter Education Certificate
Minnesota Bowhunter Ed Course



NAME JOHN P DUXBURY	ISSUED AUGUST 9, 2018
ADDRESS 4092 OAKMEDE LN WHITE BEAR LK, MN 55110	MATCH CODE R0RTDE09IT6M
DOB 1993-03-08	CERTIFICATE # MN20059680
EYE COLOR BLUE	
GENDER M	



bowhunter-ed.com



60

2.16 Acres
WBT Parcel 2232240009

Rice Lake

WBT Parcel
22302240012

11.52
Acres

Stable
Tool

Rice
Lake

Rice
Lake

14

60



John Duxbury has been approved by the Town Board of White Bear Township to bow hunt for deer on property outlined on the attached map.

This Permit to hunt is valid from September 9, 2020 through December 31, 2020.

Only the person named on this Permit is permitted to hunt on this property, and all arrows shall be aimed at the open space and no arrows shall be aimed at the State Tool property. The Permit is non-transferrable.

Dated: September 9, 2020.

BY ORDER OF THE TOWN BOARD OF SUPERVISORS

PATRICK CHRISTOPHERSON, Clerk-Treasurer



Town Board Meeting September 9, 2020

Agenda Number: 5.C – Consent Agenda

Subject: Township Mission Statement – Approve Revised Mission Statement

Documentation: None

Action / Motion for Consideration:

Receive Information / Discuss

Approve Revised Mission Statement which states the following:

White Bear Township's Mission

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

Minutes
Executive Meeting
August 28, 2020

TOWNSHIP MISSION STATEMENT – REVIEW: The Town Clerk reported he added 2 words based on the current societal impacts and is interested on the Boards feedback. It was noted that the Task Force in White Bear Lake hasn't completed their process, though there was a presentation given. The new mission statement will read: "To provide White Bear Township residents, businesses and visitors with reliable, equitable, high quality municipal services while serving as open, inclusive and responsible stewards of the public trust."

It was the consensus that this new mission statement aligns with the Town's vision, and it will be on the consent agenda at the Wednesday, September 9th meeting.



Town Board Meeting September 9, 2020

Agenda Number: 5.D – Consent Agenda

Subject: **Special Three Dog License Renewal** – Approve Renewal of Special Three Dog License Contingent Upon Receipt of Application & Corresponding Fees Until March 31, 2024 @ 2340 Hoxie Avenue

Documentation: Staff Memo / License / Animal Control email

Action / Motion for Consideration:

Receive Information / Discuss

Special Three Dog License Renewal – Approve Renewal of Special Three Dog License Contingent Upon Receipt of Application & Corresponding Fees Until March 31, 2024 @ 2340 Hoxie Avenue

** Items not received before I left on vacation but I have been in contact with the owner several times on the matter, I believe they are on a fixed income & are waiting for their checks to arrive

Minutes
Town Board Meeting
August 28, 2017

7:20 P.M. PUBLIC HEARING – SPECIAL THREE DOG LICENSE REQUEST AT 2340 HOXIE AVENUE: The Public Hearing was held at 7:29 p.m. Prudhon moved to waive the reading of Public Notice noting that proper publication was made. Ruzek seconded. Ayes all. Ruzek moved to open the Public Hearing. Prudhon seconded. Ayes all.

The Clerk reported that Laura Anderson & Robert Bland, 2340 Hoxie Avenue have applied for a Special Three Dog License. The applicants have followed the procedures and provided rabies certifications, licenses (which will be paid for and issued if the Special Three Dog License is approved), and application fee has been paid. The Animal Control Officer has provided an inspection report noting that there were four dogs and all showed no apparent signs of illness, had healthy coats and appeared healthy and there were three cats; dogs had access to clean potable water; sufficient quality

food; enough leashes for each dog; access to main living area of 550 square feet; 2400 square foot natural grass yard enclosed with a 4' chain link fence; inside residence cozy with fair ventilation.

The Clerk reported that notice of the Public Hearing was sent to 42 neighbors within 350 feet of the applicant's home. One response was received from the resident at 2353 Gaston Avenue who stated that three dogs would be okay as long as they are restrained and not let run loose, don't bark and if the owner takes care of the yard. The Clerk noted that the Town has a three dog license but not a four dog license. The applicants have four dogs which needs to be addressed. He reported that notice was provided that the oldest of the dogs is elderly and if and when the older dog expires they will not add another.

Prudhon moved to open the public comment portion of the Public Hearing. Ruzek seconded. Ayes all.

Robert Bland, 2340 Hoxie Avenue, reported that the oldest dog is not in good health and they have made arrangements with Lake Animal Hospital to have the dog euthanized between September 1st and 3rd. He reported that the yard is kept free of dog feces. He reported that the dogs have bark control collars.

Bob Bernier, 2337 Hoxie Avenue stated that they live across the street from Bob Bland. His first concern is that the home at 2340 Hoxie Avenue is a small 480+ square foot building. He stated that he does not know how healthy it is with four dogs, three cats and two people living there. The dogs bark constantly. He cannot walk around his yard without the dogs barking. They bark continuously if he is outside and barks if someone walks down the road. The front gate at the backyard has boards against the fence to try to keep the little dog in. He stated that he feels that it is a disaster. He reported that Bob Bland had a three dog license and bought a fourth dog. Mr. Bernier stated that he has lived there for 40 years and should be able to have some peace and quiet. He stated that he does not care what dogs are there if the Township rules are followed.

Kermes asked Mr. Bland when he put the bark control collars on the dogs. Mr. Bland stated that they were bought two weeks ago. He stated that they keep the female pit bull on leash when people are around. Early in the morning or later in the evening she has off leash times to run around the yard. He reported the boards at the fence are a few pieces of plywood at the gap between his and his neighbor's fence. He reported that his dogs have never gone out of the yard and they have never bitten anyone. He stated that the dogs do not bark continuously. Kermes noted that barking is always an issue with neighbors. He reported that the Town Board can put additional conditions on the Special Three Dog License with terms to establish a probationary period. He suggested that may be a solution to allow Mr. Bland to get the bark control collars working successfully. Violation of the conditions could result in the license being rescinded. Ruzek recommended that a condition of the license be assurance that their will only be three dogs so that a precedence is not set for allowance of four dogs. Bob Bland stated that the oldest dog will be put to sleep early September. Kermes suggested having a six month probationary period to provide the applicant time to respond and comply to the conditions. He asked that when the oldest dog is taken in to the animal hospital to be put to sleep that Mr. Bland provide the document to the Town.

There were no further public comments. Prudhon moved to close the public comment portion of the Public Hearing. Ruzek seconded. Ayes all.

Prudhon moved, based on Staff review and recommendation to approve the request for the Special Three Dog License at 2340 Hoxie Avenue through March 31, 2020, subject to the following conditions: 1) this special Three Dog License shall be limited to the dogs currently residing at the home; 2) all dogs shall have current licenses obtained from White Bear Township; 3) all dogs shall have current rabies vaccinations; 4) the premises shall be cleaned of all feces on a daily basis. Unreasonable noise, odors or other annoyances shall be prohibited for the protection of public health and safety; 5) this Special Three Dog License shall expire on March 31, 2020. Application for renewal shall be

completed prior to that date; 6) White Bear Township reserves the right to revisit the action to approve this Special Three Dog License if complaints are received during the license period; 6) there will be a six month probationary period after which the barking will be reviewed; 7) document of euthanasia provided to the Township early September 2017; 8) State, Federal and local laws and Ordinances shall be complied with. Noting that any concerns by neighbors regarding barking be provided to the Animal Control Officer by dialing 911 and identifying that the call is for Animal Control – this provides a record of the complaint. Ruzek seconded. Ayes all.

MEMORANDUM

TO: TOWN BOARD
FROM: PATTI WALSTAD
DATE: SEPTEMBER 1, 2020

SUBJECT: 2340 HOXIE – SPECIAL THREE DOG LICENSE RENEWAL

Laura Anderson and Robert Bland have applied for renewal of their Special Three Dog License. Ordinance No. 5 (Animal) sets forth the following procedures that should be followed:

The dogs shall have current rabies certificates:

Copies of the rabies certificates will be provided when the fees are paid.

The dogs shall have current Township licenses;

The licenses will be issued upon renewal of the Special Three Dog License.

Completion of an Application for a Special Three Dog License along with the \$200 fee:

Application not received at time of printing but I have had contact with the owner who is to be bringing it in.

Report by Animal Control:

I have not requested that Mario Lee do a site visit due to the current pandemic. These owners are very responsible with their dogs and no complaints have been received.

Officer Lee did provide an email on the matter.

Neighbor Comments Receive:

None.

Public Hearing:

No public hearing is required for renewal of the license per Ordinance No. 5.

Requested Action:

Approve the renewal of the Special Three Dog License to Laura Anderson & Robert Bland, 2340 Hoxie Avenue, contingent upon receipt of the application and corresponding fees and subject to the following conditions:

1. This Special Three Dog License shall be limited to the dogs currently residing at the home.
2. All dogs shall have current licenses obtained from White Bear Township.
3. All dogs shall have current rabies vaccinations.
4. The premises shall be cleaned of all feces on a daily basis. Unreasonable noise, odors or other annoyances shall be prohibited for the protection of public health and safety.
5. This Special Three Dog License shall expire on March 31, 2024. Application for renewal shall be completed prior to that date.
6. White Bear Township reserves the right to revisit the action to approve this Special Three Dog License if complaints are received during the license period.
7. State, Federal and local laws and Ordinances shall be complied with.



Special Three Dog License

I hereby certify that Laura Anderson & Robert Bland, who resides at 2340 Hoxie Avenue, White Bear Township, Minnesota, which is legally described as follows:

Lot 24, Block 3, Shady Side Addition, Ramsey County, Minnesota

(2340 Hoxie)

and is located within a(n) R-1 – Suburban Residential District, has been granted a Special Three Dog License for the keeping of up to three (3) dogs for private pets, all in accordance with the attached requirements, and pursuant to Ordinance No. 5, the dog/animal ordinance for the Town of White Bear, Ramsey County, Minnesota.

Dated: September 9, 2020.

PATRICK CHRISTOPHERSON, Clerk-Treasurer

Special Three Dog License Requirements

Laura Anderson & Robert Bland
2340 Hoxie Avenue
White Bear Township MN 55110

1. This Special Three Dog License shall be limited to the dogs currently residing at the home.
2. All dogs shall have current licenses obtained from White Bear Township.
3. All dogs shall have current rabies vaccinations.
4. The premises shall be cleaned of all feces on a daily basis. Unreasonable noise, odors or other annoyances shall be prohibited for the protection of public health and safety.
5. This Special Three Dog License shall expire on March 31, 2024. Application for renewal shall be completed prior to that date.
6. White Bear Township reserves the right to revisit the action to approve this Special Three Dog License if complaints are received during the license period.
7. State, Federal and local laws and Ordinances shall be complied with.

Patti Walstad

From: Lee, Mario R <mario.lee@co.ramsey.mn.us>
Sent: Tuesday, September 1, 2020 11:07 AM
To: Patti Walstad
Subject: RE: 2340 Hoxie

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

Hello Patti,

RCSO received no animal complaints at 2340 Hoxie Ave since last inspection on 8/17/2017.



Mario Lee | Animal Control Officer
Ramsey County Sheriff's Office
Public Safety Services Division
1411 Paul Kirkwood Drive | Arden Hills, Minnesota 55112
Mobile: 651-248-2491
mario.lee@ramseycounty.us
www.RamseyCountySheriff.us



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From: Patti Walstad <Patti.Walstad@whitebeartownship.org>
Sent: Tuesday, September 1, 2020 08:07
To: Lee, Mario R <mario.lee@co.ramsey.mn.us>
Subject: 2340 Hoxie

External message alert: This message originated from outside the Ramsey County email system. **Use caution** when clicking hyperlinks, downloading pictures or opening attachments.

Good Morning Mario,

Robert Bland and Laura Anderson are reapplying for their special three dog license. I have not heard of any complaints, just wondering if you have. I am putting it on for approval on September 9th.

Thanks, Patti

Patti S. Walstad
Patti S. Walstad
Deputy Clerk



**Town Board Meeting
September 9, 2020**

Agenda Number: 5.E – Consent Agenda

Subject: CARES Act – Approve Ramsey County Elections State of Minnesota 2020 CARES Act Grant County – Municipal Agreement

Documentation: Ramsey County Elections Email w/ attachments

Action / Motion for Consideration:

Receive Information / Discuss

Approve Ramsey County Elections State of Minnesota 2020 CARES Act Grant County – Municipal Agreement

Patti Walstad

From: Triplett, David <David.Triplett@CO.RAMSEY.MN.US>
Sent: Friday, August 21, 2020 2:21 PM
To: Julie Hanson; Sack Thongvanh; Gloria Tessier; Heather Butkowski; Heidi Heller; Andrea Sindt; Rayla Ewald; Terri Spangrud; Stephanie Marty; Mary Mills; Carolyn Curti; Renee Eisenbeisz; Nicole Miller; Moore, Shari (CI-StPaul); Tim Sandvik; Kara Coustry; Rick Juba; Patti Walstad
Cc: Bestler, Heather
Subject: CARES Act Election Grant
Attachments: 2020_CARES_Act_County Municipality_Grant_Agreement.docx; CARES Act Grant Application 8_6_20.pdf

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

Hello all,

Ramsey County recently applied for the CARES Act Election Grant funds that are being provided by the MN OSS for the 2020 elections. These funds can only be used for election related activities pertaining to:

1. ensuring the health and safety of election officials and in-person voters, including the purchase of sanitation and disinfectant supplies;
2. public outreach and preparations for implementing social distancing guidelines related to voting, including additional signs and staff;
3. facilitation, support, and preparation for increased absentee voting, including voter education materials, printing, and postage;
4. preparation of training materials and administration of additional training of local election officials;
5. preparation of new polling place locations; and
6. purchasing an electronic roster system meeting the technology requirements of Minnesota Statutes, section 201.225, subdivision 2, along with equipment necessary to support the system.

The grant process administered by the MN OSS provides a block-grant to the County, with instruction that Counties work with their municipalities to determine a fair, equitable, and mutually agreeable method for allocating funds within the County and between municipalities. There is a default allocation mechanism provided by the MN OSS based on a formula using various election-related factors. Ramsey County will distribute the CARES Act funds to municipalities based on the default MN OSS allocations.

Given the activities related to the CARES Act Election Grant we are proposing to retain the funds allocated to municipalities who contract with our office for election services. We are planning to spend our funds on the following:

1. \$3/hr. raise for all election judges as an incentive to work. This will help retain and recruit election judges to ensure we are fully staffed at our election day and early voting polling places for the upcoming Presidential election.
2. Purchase or lease an additional postage machine to accommodate the current increase of voters choosing to vote by mail.
3. Pay for the large signage informing voters about PPE in the polling places as well as additional PPE not provide from the MN OSS, such as shields for every election judges, goggles, and additional pens so each voter has their own.
4. Continue to conduct an aggressive advertisement campaign to promote and inform residents about their option to vote by mail as a safe, secure, and convenient voting method. This campaign will involve social media, print and digital advertisements, radio spots, and community events.

All Counties receiving CARES Act funds under this agreement must report the allocation of local funding within the County to the OSS by **September 15, 2020**. Counties must also certify that they have written agreements with

municipalities on the distribution, or that the County has utilized the default allocation. **See attached agreements to be completed, please return to our office by 9/8/20.**

Special note: If you are a contract municipality, please complete the agreement and application with the default allocation amount but also indicate you agree with the proposal to allow Ramsey County to spend the money allocated toward your municipality. Also attached to this email is a copy of the application, Section G. lists the default municipal allocation.

Please feel free to reach out to myself or Heather Bestler, Deputy Director Property Tax & Election Services, for questions or clarification.

Take care,

David Triplett | Elections Manager
Ramsey County
Elections Office
90 Plato Blvd. W
Saint Paul, MN 55107
651-266-2206
www.rcelections.org

Serve as an Election Judge in Ramsey County

STATE OF MINNESOTA
2020 CARES ACT GRANT COUNTY - MUNICIPALITY AGREEMENT

This Agreement (hereinafter "Agreement") is made between Ramsey County, ("Grantee"), and the [city][town] of _____, ("Municipality")

Recitals

- 1 Under Minnesota Laws 2020, Chapter 77, section 4, Grantee applied for and received funds as requested in the grant application. Grantee entered into a Grant Agreement, which is attached as Exhibit A and incorporated into this Agreement as described in paragraph 1.3 below.
- 2 Grantee represented that it is duly qualified and agreed to perform all services described in that Agreement to the satisfaction of the State and in accordance with all federal and state laws authorizing these expenditures. Pursuant to Minn.Stat. §16B.98, Subd.1, Grantee and Municipality agree to minimize administrative costs as a condition of this grant.
- 3 Federal funds for this agreement are provided pursuant to the Coronavirus Aid, Relief, and Economic Security Act, Public Law 116-136, hereinafter the CARES Act.
4. Grantee is responsible for elections within its county and Municipality operates polling places within its jurisdiction. Both are in need of funds to take the necessary steps to respond to coronavirus, domestically or internationally, for the 2020 election cycle.in a complete manner.
5. Municipality represents that it has insufficient resources to respond in a complete manner without the grant amount provided pursuant to this agreement.

Agreement

1 Effectiveness of Agreement

- 1.1 **Effective date:** July ____, 2020, or the date all required signatures, have been affixed to the agreement by Grantee and Municipality, whichever is later. No payments will be made to Grantee until this Agreement is fully approved and executed.
- 1.2 **Expiration date:** December 31, 2020, or when all funds applied for and provided to Municipality by Grantee have been expended, or returned to Grantee for transmission to the State pursuant to paragraph 4.4 of the Agreement between Grantee and State, whichever occurs first.
- 1.3 **Application of Terms.** Municipality agrees to be subject to the obligations applicable to Grantee in the Grant Agreement set forth in Exhibit A in the following paragraphs of that Agreement: paragraphs 1 through 5; and 7 through 16.

2 Municipality's Duties

Municipality is hereby awarded \$_____ from the funds provided by State to Grantee in the Grant Agreement set forth in Exhibit A, and will expend, no later than November 10, 2020, the funds only for the federal and state purposes, in preparations for and the necessary events connected with the primary election to be held August 11, 2020 and the general election to be held November 3, 2020, at which federal offices are on the ballot, and will return all unspent grant funds to Grantee, as described in the Grant Application submitted by Grantee, which is attached as Exhibit B and incorporated into this Agreement, by December 15, 2020. Grantee shall submit, by November 10, 2020, a financial reporting form to the Grantee in the form Grantee must use to report grant expenditures to the State of Minnesota, stating the amount spent from this grant in calendar year 2020 for authorized expenses or electronic roster systems, a description of each expense or purchase, and how much of the grant award is unexpended and is being returned, if any, and the total of the proportionate match required by Minnesota Laws 2020, Chapter 77, section 4.

3. Authorized Representative

Grantee's Authorized Representative is [Name][Title][Physical/MailingAddress][Telephone Number][Email Address].

Municipality's Authorized Representative is [Name][Title][Physical/MailingAddress][Telephone Number][Email Address].

Grant payment will be made to:

Federal ID Number: _____

If either Authorized Representative changes at any time before the funds provided for in this Agreement are fully expended, parties must notify each other of the change.

GRANTEE (County) *Grantee certifies that the appropriate person(s) have executed the Agreement on behalf of Grantee as required by applicable resolutions or ordinances.*

By: _____

Signed: _____

Title: _____

Date: _____

MUNICIPALITY

Jurisdiction: _____

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

Distribution: Grantee
Municipality

CARES Act Grant Application

In accordance with the requirements of Minnesota Laws 2020, Chapter 77
Minnesota Secretary of State Steve Simon

Contents

- A. Background and General Instructions – Page 1
- B. County Application – Page 3
- C. County Certification – Page 5
- D. Reporting Requirements – Page 6
- E. County Allocation – Page 7
- F. Allocation Formula – Page 9
- G. Default Municipal Allocation – Page 10

Section A. Background and General Instructions

The Office of the Secretary of State (OSS) received funding through the 2020 CARES Act “to prevent, prepare for, and respond to coronavirus, domestically or internationally, for the 2020 Federal election cycle.” Minnesota Laws 2020, Chapter 77, authorized the use of these funds within Minnesota, including allowing for distributing these funds to local governments for use consistent with the state and federal requirements.

A work group including members of the OSS staff, county representatives, and city representatives was tasked with determining a fair, equitable, and efficient way to allocate these funds to local governments through a grant-making process. The work group focused on allocation with these goals in mind:

1. Getting funds to counties/cities/towns directly to help with costs
2. Minimizing the complexity of the disbursement/reimbursement process
3. Sending out funds with direction on how to use and how to report back on use (and 20% match), avoiding a “reimbursement” process
4. Ensuring the state, counties, cities, and towns benefits equitably

The work group recommended, and the OSS adopted, a grant-making structure that provides a block-grant to Counties, with the instruction that Counties work with their municipalities to determine a fair, equitable, and mutually agreeable method for allocating the funds within the County and between municipalities. However, if a County and its encompassed municipalities cannot come to a mutual agreement, a default allocation mechanism is provided. Both the distribution of funds to Counties, and the default municipality distribution, are based on a formula using various election-related factors (see Section F for the allocation formula factors).

Application Process

The OSS has divided the CARES Act funding based on a variety of election-related factors. In order for a County to receive the CARES Act funding allocation, the County must do the following:

1. Complete and return the following materials to the OSS via email and hard copy:
 - a. County Application Information (Section B)

- b. County Certification (Section C)
 - c. A County Resolution Authorizing the Acceptance of Resources
2. Complete and return the grant agreement (the OSS will send this once application materials are received).

Distribution of Funds within the County

Once a County receives the CARES Act funding, the County must work with the municipalities within the County to determine a fair, equitable, and mutually agreeable method for allocating the funds within the County and between municipalities. If an agreement cannot be reached by **September 8, 2020**, the County must distribute the funds based on the default allocation (See Section G).

All Counties receiving CARES Act funds under this agreement must report the allocation of local funding within the County to the OSS by **September 15, 2020**. At the time of this report, Counties must also certify that they have written agreements with municipalities on the distribution, or that the County has utilized the default allocation.

Authorized Uses of the CARES Act Funding

The use of the CARES Act funds is restricted by both Federal and State law. State law outlines the broad categories for which the funds can be used, including:

- (1) ensuring the health and safety of election officials and in-person voters, including the purchase of sanitation and disinfectant supplies;
- (2) public outreach and preparations for implementing social distancing guidelines related to voting, including additional signs and staff;
- (3) facilitation, support, and preparation for increased absentee voting, including voter education materials, printing, and postage;
- (4) preparation of training materials and administration of additional training of local election officials;
- (5) preparation of new polling place locations; and
- (6) purchasing an electronic roster system meeting the technology requirements of Minnesota Statutes, section 201.225, subdivision 2, along with equipment necessary to support the system.

The enabling legislation also specifies that a political subdivision is eligible to use the funds for no more than 75 percent of the total cost of purchasing an electronic roster system and necessary support equipment, and no more than 80 percent of the total cost of any other authorized activities. The OSS will be providing an FAQ on authorized uses of these funds, and any jurisdictions with questions about an authorized use should contact Julie Strother (julie.strother@state.mn.us).

Reporting Requirements

Counties must report on the use of the funds allocated to the County, including the distribution and use by municipalities within the County by **November 16, 2020** (see reporting materials, Section D).

Section B. County Application

County Contact Information	
County Name:	Ramsey County
Name of Individual Submitting Application:	David Triplett
Title of Individual Submitting Application:	Ramsey County Elections Manager
Address of Individual Submitting Application:	90 Plato Blvd. W St. Paul, MN 55102
E-Mail of Individual Submitting Application:	David.Triplett@co.ramsey.mn.us
Phone:	651-266-2206
Fax:	651-266-2217
Federal Tax ID of Jurisdiction:	41-6005875
Grant Application	
Description of the purpose of the grant request, including intended use of the funds and expected COVID-19 election-related costs:	
<p>- Election Judges; an additional \$3/hr incentive payment for election judges working in the 2020 elections. \$48,000 for primary election (1000+ election judges in Ramsey County), \$67,000 for the general election (1500+ election judges in Ramsey County), \$28,000 for ballot board and early voting election judges (85 election judges), \$33,000 for election judges to receive and send out vote by mail requests (30 election judges for 46 days preceding the November 3rd general election.</p> <p>- Purchase or lease an additional postage machine to accommodate the current increase of voters choosing to vote by mail as a safe method to prevent the contraction and spread of COVID-19. This will represent about \$30,230 of the total requested funds in the application.</p> <p>- Fund the lease of the Riverview Business Center warehouse for the term of the lease from August 1st 2020 through December 31st 2020 for the purposes of storing election materials related to our COVID-19 response. This will represent about \$21,000 of the total requested funds in the application.</p> <p>- Conduct an aggressive communications campaign to inform voters of how to vote in a safe, secure, and convenient manner; encouraging vote by mail and specifically targeting communities who will be most negatively impacted voting by mail and voting in person as a result of COVID-19. This communications strategy will include; 1) print advertisements such as countywide residential mailings, 2) social media posts including Facebook, Twitter, Instagram, and popular online news outlets such as MinnPost, 3) Radio ads spots and interviews on local stations Radio Rey, KFAI Somali radio, & KMOJ, 4) Production of videos recorded by the Census and Voter Engagement Community Partners in their native languages informing their communities about vote by mail, voting in-person, and what services are available to support their rights to vote. Languages will include Hmong, Somali, Karen, and Spanish. These videos will be distributed via social media through the networks of our Community Partners. This will represent about \$76,000 of the total requested funds in the application.</p> <p>- Fund to distributed to local municipalities who conduct their own elections. Based on the default allocations provided by the MN OSS an estimated \$58,825.50 will be distributed to municipalities within Ramsey County to prevent, prepare for, and respond to coronavirus, during the 2020 Federal election cycle. Final allocations to municipalities will be based on actual expenses identified by the municipalities that are authorized for use in Minnesota Laws 2020, Chapter 77.</p>	
Total Amount of Grant Request (cannot exceed the amount identified in Section F):	\$ 421,304.25

Total Registered Voters Per Precinct within the County

Please attach a list of the total registered voters per precinct within the County.

Section C. Certification

I certify that CARES Act Elections Grant funds will be used the County only for the purposes authorized in the federal CARES Act, as further restricted by Minnesota Laws 2020, Chapter 77.

I certify that I will work with the municipalities within the County to determine a fair, equitable, and mutually agreeable allocation of the funds within the County and between municipalities, and if an agreement cannot be reached, the funds will be distributed pursuant to the OSS identified default allocation.

I further certify that all information provided in this application is true and accurate.

County Name: Ramsey County

Printed Name of Individual

Submitting Application: David Triplett

Title of Applicant: Information & Public Records Manager - Election Services

Signature: Triplett, David Digitally signed by Triplett, David
Date: 2020.08.06 10:12:29 -05'00' **Date:** 8/6/2020

Please send the original application via mail and send an electronic copy. Our office will send you confirmation of receipt of your electronic application or paper application, whichever arrives to the OSS first.

Mail original applications to:

MN Secretary of State
Attention: Jenny Kurz
Retirement Systems of Minnesota Building
60 Empire Dr., Suite 100
Saint Paul, MN 55103

Email a copy of the application to:

Christine.Nelson@state.mn.us

Section D. Reporting Requirements

Reports must be submitted by November 16, 2020 to elections.dept@state.mn.us

Progress Narrative		
<p>The CARES Act requires that states submit a report after each primary and general election that includes a “full accounting of the State’s uses of the payments and an explanation of how such uses allowed the State to prevent, prepare for, and respond to coronavirus.” Please provide a narrative report that describes how you and the municipalities within your county used the funds to address the pandemic, the challenges you faced in responding to it, and how you are meeting the requirement of a local 20% funding match, or 25% local funding match for electronic rosters. Describe the major issues you and the municipalities within your county faced in dealing with the pandemic in the election cycle.</p>		
Amount Expended and Unliquidated Obligations		
	Grant Funds	Local Match
Voting Process Expenses: Including additional costs for printing and mailing ballots, ballot tracking software, high speed scanners and letter opening equipment, hardware and software associated with absentee ballot administration.		
Staffing: Additional poll workers, election office staff diverted to pandemic response, temporary staff.		
Security and Training: Security for additional absentee materials, pre- and post-election cleaning of polling places, staff and poll worker training on prevention processes.		
Communications: Notifying public of changes in registration, ballot request options, precautions, or voting procedures.		
Supplies: Additional supplies required in the polling place, absentee voting locations, cleaning supplies, masks, or other election-related and pandemic related supplies.		
Other (describe):		
Other (describe):		
TOTAL:		

Section E. County Allocation

County	Formula Alloc Amt for County/MCD Share per Agreement w/ MCD	Formula Amt to be Shared with MCDs in County if no Agreement w/ MCD	Resulting Amt for County Use
Totals	\$ 4,990,039.20	\$ 2,875,164.04	\$ 2,114,875.16
Aitkin	\$ 20,588.95	\$ 8,159.76	\$ 12,429.19
Anoka	\$ 272,782.08	\$ 182,066.65	\$ 90,715.43
Becker	\$ 36,098.76	\$ 19,563.75	\$ 16,535.01
Beltrami	\$ 39,429.43	\$ 18,781.02	\$ 20,648.41
Benton	\$ 26,454.30	\$ 14,048.43	\$ 12,405.87
Big Stone	\$ 6,198.30	\$ 1,036.54	\$ 5,161.76
Blue Earth	\$ 51,708.65	\$ 23,331.77	\$ 28,376.87
Brown	\$ 24,047.33	\$ 10,647.14	\$ 13,400.18
Carlton	\$ 31,684.30	\$ 15,395.00	\$ 16,289.31
Carver	\$ 85,912.07	\$ 45,179.39	\$ 40,732.68
Cass	\$ 27,765.02	\$ 9,552.78	\$ 18,212.24
Chippewa	\$ 12,198.49	\$ 5,241.51	\$ 6,956.98
Chisago	\$ 44,761.39	\$ 24,579.00	\$ 20,182.39
Clay	\$ 51,591.75	\$ 27,484.98	\$ 24,106.77
Clearwater	\$ 17,270.62	\$ 10,327.36	\$ 6,943.26
Cook	\$ 6,977.14	\$ 1,199.37	\$ 5,777.77
Cottonwood	\$ 21,166.29	\$ 13,159.41	\$ 8,006.88
Crow Wing	\$ 59,755.75	\$ 25,763.02	\$ 33,992.73
Dakota	\$ 354,248.62	\$ 195,877.54	\$ 158,371.09
Dodge	\$ 22,728.44	\$ 13,246.11	\$ 9,482.32
Douglas	\$ 39,495.29	\$ 17,775.21	\$ 21,720.08
Faribault	\$ 20,267.25	\$ 11,052.27	\$ 9,214.98
Fillmore	\$ 26,343.06	\$ 14,901.84	\$ 11,441.23
Freeborn	\$ 24,827.45	\$ 9,208.41	\$ 15,619.04
Goodhue	\$ 49,377.93	\$ 28,289.98	\$ 21,087.94
Grant	\$ 6,212.66	\$ 705.30	\$ 5,507.36
Hennepin	\$ 1,117,423.48	\$ 731,920.00	\$ 385,503.48
Houston	\$ 22,610.25	\$ 11,771.54	\$ 10,838.71
Hubbard	\$ 25,195.46	\$ 11,182.14	\$ 14,013.32
Isanti	\$ 32,936.36	\$ 18,095.40	\$ 14,840.96
Itasca	\$ 44,284.32	\$ 19,927.23	\$ 24,357.09
Jackson	\$ 13,125.04	\$ 5,978.60	\$ 7,146.44
Kanabec	\$ 19,642.65	\$ 11,491.78	\$ 8,150.87
Kandiyohi	\$ 47,074.65	\$ 26,652.58	\$ 20,422.07
Kittson	\$ 6,284.58	\$ 1,240.30	\$ 5,044.28
Koochiching	\$ 13,587.64	\$ 4,312.75	\$ 9,274.89
Lac Qui Parle	\$ 8,877.61	\$ 3,046.35	\$ 5,831.26
Lake	\$ 17,602.37	\$ 9,206.07	\$ 8,396.30
Lake Of The Woods	\$ 5,241.70	\$ 676.15	\$ 4,565.56
Le Sueur	\$ 22,089.68	\$ 9,852.85	\$ 12,236.83
Lincoln	\$ 14,820.62	\$ 9,165.02	\$ 5,655.60
Lyon	\$ 17,971.64	\$ 6,956.92	\$ 11,014.72

County	Formula Alloc Amt for County/MCD Share per Agreement w/ MCD	Formula Amt to be Shared with MCDs in County if no Agreement w/ MCD	Resulting Amt for County Use
Mahnomen	\$ 7,024.54	\$ 2,422.60	\$ 4,601.93
Marshall	\$ 8,624.73	\$ 1,150.82	\$ 7,473.91
Martin	\$ 23,352.21	\$ 12,272.85	\$ 11,079.36
McLeod	\$ 26,596.10	\$ 13,042.99	\$ 13,553.10
Meeker	\$ 24,368.48	\$ 12,867.67	\$ 11,500.81
Mille Lacs	\$ 24,978.51	\$ 13,354.72	\$ 11,623.78
Morrison	\$ 29,758.17	\$ 13,292.64	\$ 16,465.53
Mower	\$ 32,217.34	\$ 16,069.02	\$ 16,148.32
Murray	\$ 13,821.12	\$ 6,812.62	\$ 7,008.50
Nicollet	\$ 27,493.79	\$ 11,444.68	\$ 16,049.11
Nobles	\$ 20,463.30	\$ 9,424.18	\$ 11,039.12
Norman	\$ 6,624.22	\$ 1,131.25	\$ 5,492.97
Olmsted	\$ 139,222.61	\$ 71,385.62	\$ 67,836.99
Otter Tail	\$ 78,904.02	\$ 49,305.95	\$ 29,598.06
Pennington	\$ 17,529.56	\$ 9,422.18	\$ 8,107.39
Pine	\$ 29,607.74	\$ 16,363.81	\$ 13,243.93
Pipestone	\$ 8,320.52	\$ 2,753.16	\$ 5,567.36
Polk	\$ 27,112.57	\$ 12,109.67	\$ 15,002.90
Pope	\$ 17,194.81	\$ 9,061.40	\$ 8,133.41
Ramsey	\$ 421,304.25	\$ 281,413.28	\$ 139,890.97
Red Lake	\$ 6,575.01	\$ 2,219.57	\$ 4,355.43
Redwood	\$ 31,316.28	\$ 20,436.40	\$ 10,879.88
Renville	\$ 25,067.80	\$ 15,630.05	\$ 9,437.75
Rice	\$ 54,515.92	\$ 32,082.42	\$ 22,433.50
Rock	\$ 9,537.43	\$ 3,538.67	\$ 5,998.75
Roseau	\$ 12,218.49	\$ 2,975.74	\$ 9,242.74
Scott	\$ 108,479.69	\$ 68,568.25	\$ 39,911.44
Sherburne	\$ 62,746.80	\$ 37,008.98	\$ 25,737.82
Sibley	\$ 13,689.12	\$ 5,168.39	\$ 8,520.73
St. Louis	\$ 192,765.61	\$ 123,660.78	\$ 69,104.83
Stearns	\$ 124,273.40	\$ 74,877.58	\$ 49,395.82
Steele	\$ 33,438.05	\$ 18,301.40	\$ 15,136.65
Stevens	\$ 10,055.93	\$ 3,455.74	\$ 6,600.19
Swift	\$ 10,013.59	\$ 3,479.61	\$ 6,533.98
Todd	\$ 32,668.95	\$ 20,840.27	\$ 11,828.68
Traverse	\$ 6,016.40	\$ 1,888.49	\$ 4,127.92
Wabasha	\$ 27,595.38	\$ 15,720.18	\$ 11,875.20
Wadena	\$ 18,927.29	\$ 11,078.82	\$ 7,848.47
Waseca	\$ 19,678.29	\$ 10,724.65	\$ 8,953.64
Washington	\$ 218,118.00	\$ 106,273.26	\$ 111,844.74
Watonwan	\$ 9,039.28	\$ 2,935.37	\$ 6,103.91
Wilkin	\$ 7,922.44	\$ 2,658.62	\$ 5,263.82
Winona	\$ 48,460.08	\$ 28,827.42	\$ 19,632.66
Wright	\$ 98,281.35	\$ 61,661.97	\$ 36,619.38
Yellow Medicine	\$ 15,460.67	\$ 8,001.08	\$ 7,459.59

Section F. Allocation Formula

County Block Grant Amount and City/Town Point-of-Reference Amount Factors

This is a high-level review of the calculation and factors considered by the work group in determining the county block grant amount and the city and town point-of-reference amounts. The concept is for the county block grant amount to be distributed by mutual agreement between the county and all the cities/townships within that county.

- \$8.32 million in CARES Act funding
 - 40% allocated to the OSS = \$3.33 million
 - 60% allocated to counties (and cities and townships) = \$4.99 million
- Of the \$4.99 million allocated to the counties (and cities and townships), it is distributed as follows and based on per-unit rates:
 - 2.5% is based on base allocation equally divided to each county = \$1,433.9193
 - 25.0% based on 2018 voter (Primary and General) count = \$0.3527 per voter
 - 20.0% based on 2018 General Absentee Voter count = \$1.7777 per voter
 - 20.0% is based on May 1 registered voter counts = \$0.2942 per voter
 - 20.0% is based on number of polling places = \$347.6168 per polling place
 - 2.5% is based on 2018 population = \$0.0222 per person
 - Precinct-based allocations equate to \$166.2221 per polling place precinct and \$27.3321 per mail ballot precinct
 - 10.0% is based on number of total precincts = \$121.4121 per precinct
 - 2.5% is based on number of polling place precincts = \$44.8100 additional per polling place precinct
 - -2.5% is based on number of mail ballot precincts = reduction of \$94.08 per mail ballot polling place

This results in a range of county block grants of \$5,241.70 to \$1,117,423.48. Median is \$24,827.45 and average is \$57,356.77.

- Of the \$4.99 million allocated to the counties (and cities and townships), the work group recommends the counties and their cities and townships work to distribute the county's block grant funding. If agreement cannot be reached, then the work group provides point-of-reference amounts for each city/township that operates an election day polling place. This totals \$2.875 million.
 - The original 60% county block allocation is split 20% county and 40% cities/townships. The county receives the funding for mail ballot precincts and for absentee voting (if they complete those tasks for the jurisdiction) the under this formula as well.
 - The same factors listed above apply.

This results in a range of distributions of \$30.82 to \$237,630.19. Median is \$589.66 and average is \$1,999.42.

After reducing the county block grant amount by the point-of-reference amounts as listed, the county remaining portions (totaling \$2.1 million) result in a range of \$4,127.92 to \$385,503.48. Median is \$11,623.78 and average is \$24,308.91.

Section G. Default Municipal Allocation

To be used if a mutual agreement between the cities and counties cannot be reached.

MCDs	Formula Alloc Amt
Totals	\$ 2,875,164.04
Aastad township	\$ 440.35
Acoma township	\$ 720.70
Acton township	\$ 485.86
Ada city	\$ 1,131.25
Adams city	\$ 596.22
Adams township	\$ 532.17
Adrian city	\$ 639.11
Afton city	\$ 2,552.93
Agram township	\$ 550.63
Aitkin city	\$ 913.81
Akeley city	\$ 482.18
Akron township	\$ 425.98
Alango township	\$ 456.27
Alaska township	\$ 441.49
Albany city	\$ 1,150.62
Albany township	\$ 636.47
Albert Lea city	\$ 7,189.89
Alberta township	\$ 588.17
Albertville city	\$ 3,369.74
Albion township	\$ 769.19
Alborn township	\$ 527.42
Alden township	\$ 448.21
Aldrich township	\$ 507.26
Alexandria city	\$ 6,119.55
Alta Vista township	\$ 438.19
Alton township	\$ 500.51
Altura city	\$ 492.44
Amador township	\$ 656.32
Amboy township	\$ 424.13
Amherst township	\$ 463.41
Amo township	\$ 419.21
Amor township	\$ 550.22
Andover city	\$ 16,327.55
Angora township	\$ 462.98
Ann Lake township	\$ 494.00
Ann township	\$ 433.28
Annandale city	\$ 1,237.07
Anoka city	\$ 9,180.31
Apple Valley city	\$ 31,456.38
Appleton city	\$ 705.58
Arbo township	\$ 666.22
Arco city	\$ 406.21
Arden Hills city	\$ 5,624.79
Arendahl township	\$ 477.30
Arlington city	\$ 924.58

Arlone township	\$ 476.51
Arna township	\$ 410.77
Arrowhead township	\$ 437.85
Arthur township	\$ 882.66
Ash Lake township	\$ 434.74
Ashland township	\$ 478.55
Ashley township	\$ 444.23
Athens township	\$ 951.73
Atkinson township	\$ 510.39
Atwater city	\$ 656.13
Audubon city	\$ 498.95
Audubon township	\$ 556.44
Ault township	\$ 422.61
Aurdal township	\$ 865.10
Aurora city	\$ 1,051.49
Aurora township	\$ 529.78
Austin city	\$ 7,777.36
Automba township	\$ 424.01
Avon city	\$ 923.49
Avon township	\$ 1,386.48
Babbitt city	\$ 1,002.89
Bagley city	\$ 646.80
Baldwin township	\$ 2,548.97
Balkan township	\$ 651.41
Balsam township	\$ 600.38
Bandon township	\$ 420.19
Barnesville city	\$ 1,795.18
Barnum township	\$ 742.42
Barry township	\$ 522.34
Bartlett township	\$ 483.90
Bassett township	\$ 397.01
Battle Lake city	\$ 645.04
Baudette city	\$ 676.15
Baxter city	\$ 4,073.40
Bayport city	\$ 1,143.57
Baytown township	\$ 1,095.04
Bear Creek township	\$ 421.52
Beatty township	\$ 559.67
Beaver Bay city	\$ 420.50
Beaver Bay township	\$ 912.36
Beaver Falls township	\$ 429.75
Beaver township	\$ 454.99
Becker city	\$ 1,495.11
Becker township	\$ 1,785.36
Bejou city	\$ 406.12
Belfast township	\$ 442.97
Belle Creek township	\$ 541.86
Belle Plaine city	\$ 2,155.32

Belle Plaine township	\$	666.55
Belle Prairie township	\$	568.42
Bellevue township	\$	715.27
Beltrami Co. Unorganized	\$	1,417.55
Belvidere township	\$	522.57
Belview city	\$	460.56
Bemidji city	\$	5,437.90
Bemidji township	\$	1,161.96
Bennington township	\$	424.03
Benson city	\$	1,694.43
Benton township	\$	614.87
Benville township	\$	404.78
Bertha city	\$	492.35
Bertha township	\$	460.69
Bethel city	\$	512.27
Big Lake city	\$	3,647.75
Big Lake township	\$	3,663.34
Bingham Lake city	\$	421.22
Birch Cooley township	\$	442.94
Birchdale township	\$	627.76
Birchwood Village city	\$	726.82
Bird Island city	\$	648.65
Bird Island township	\$	438.83
Biwabik city	\$	762.54
Biwabik township	\$	692.37
Black Hammer township	\$	463.65
Blackberry township	\$	652.30
Blackduck city	\$	530.27
Blackhoof township	\$	696.05
Blaine city	\$	35,022.48
Blakeley township	\$	525.74
Blomkest city	\$	436.47
Blooming Grove township	\$	566.02
Blooming Prairie city	\$	892.94
Blooming Prairie township	\$	504.81
Bloomington city	\$	41,902.17
Blowers township	\$	447.49
Blue Earth city	\$	1,915.80
Blue Earth City township	\$	505.37
Blue Hill township	\$	972.36
Blue Mounds township	\$	438.97
Blueberry township	\$	611.38
Bluffton city	\$	435.34
Bluffton township	\$	497.70
Bogus Brook township	\$	765.09
Bondin township	\$	472.49
Boon Lake township	\$	479.09
Borgholm township	\$	835.58
Bovey city	\$	595.05
Bradford township	\$	1,349.17
Braham city	\$	1,131.31
Brainerd city	\$	6,339.08
Brandon city	\$	521.77
Breckenridge city	\$	1,791.83
Breezy Point city	\$	1,223.64

Breitung township	\$	599.77
Bremen township	\$	452.24
Brevator township	\$	708.55
Bricelyn city	\$	473.92
Bridgewater township	\$	1,029.28
Bristol township	\$	455.33
Brockway township	\$	1,228.08
Brook Park township	\$	486.20
Brookfield township	\$	423.96
Brooklyn Center city	\$	19,827.07
Brooklyn Park city	\$	32,545.26
Brooks city	\$	412.21
Brookston city	\$	400.82
Brookville township	\$	433.39
Brooten city	\$	278.61
Browerville city	\$	539.36
Brownsdale city	\$	563.63
Brownston city	\$	551.32
Bruce township	\$	523.54
Brunswick township	\$	738.78
Brush Creek township	\$	439.90
Buffalo city	\$	6,753.26
Buffalo Lake city	\$	507.91
Buffalo township	\$	977.32
Buhl city	\$	703.49
Bullard township	\$	437.57
Burbank township	\$	524.77
Burleene township	\$	468.56
Burlington township	\$	805.31
Burnhamville township	\$	588.48
Burnsville city	\$	23,006.37
Burton township	\$	424.94
Burtrum city	\$	405.61
Buse township	\$	523.69
Butler township	\$	460.89
Byron city	\$	960.30
Byron township	\$	447.05
Cairo township	\$	438.54
Caledonia city	\$	1,411.20
Cambridge city	\$	3,047.06
Cambridge township	\$	1,106.38
Camden township	\$	651.08
Cameron township	\$	413.31
Camp 5 township	\$	393.32
Camp Release township	\$	461.17
Camp township	\$	436.84
Canby city	\$	775.48
Candor township	\$	572.31
Canisteo township	\$	578.24
Cannon City township	\$	732.78
Cannon Falls city	\$	1,964.17
Cannon Falls township	\$	729.59
Canosia township	\$	1,089.23
Carimona township	\$	479.17
Carlisle township	\$	430.81

Carlos city	\$	513.71
Carlos township	\$	1,101.10
Carlton city	\$	660.84
Carrolton township	\$	496.66
Carson township	\$	467.60
Carsonville township	\$	445.71
Carver city	\$	1,687.62
Cascade township	\$	2,349.16
Cass Lake city	\$	556.12
Castle Rock township	\$	794.72
Cedar Lake township	\$	1,321.36
Cedar Valley township	\$	447.52
Center City city	\$	603.14
Center Creek township	\$	438.28
Centerville city	\$	2,036.85
Ceylon city	\$	471.61
Champlin city	\$	9,186.03
Chandler city	\$	447.36
Chanhassen city	\$	11,220.45
Charlestown township	\$	431.58
Chaska city	\$	8,621.84
Chatfield city	\$	1,455.41
Chatfield township	\$	539.13
Chatham township	\$	822.68
Chengwatana township	\$	633.90
Cherry Grove township	\$	486.47
Cherry township	\$	646.77
Chester township	\$	489.91
Chisago City city	\$	2,017.63
Chisago Lake township	\$	2,285.79
Chisholm city	\$	2,118.13
Circle Pines city	\$	2,990.83
Clara City city	\$	759.41
Claremont city	\$	478.68
Claremont township	\$	504.50
Clarissa city	\$	534.99
Clark township	\$	423.03
Clarkfield city	\$	572.36
Clear Lake city	\$	518.00
Clear Lake township	\$	918.14
Clearbrook city	\$	505.31
Clearwater city	\$	1,178.13
Clearwater township	\$	811.12
Clements city	\$	416.50
Cleveland city	\$	639.11
Cleveland township	\$	676.01
Clinton Falls township	\$	508.62
Clinton township	\$	661.21
Clitherall city	\$	399.90
Clitherall township	\$	562.39
Cloquet city	\$	5,497.64
Clover township	\$	1,348.83
Cohasset city	\$	1,321.83
Cokato city	\$	1,084.16
Cokato township	\$	772.70

Cold Spring city	\$	1,719.74
Coleraine city	\$	953.85
Colfax township	\$	561.12
Collegeville township	\$	662.02
Collinwood township	\$	729.41
Cologne city	\$	892.42
Columbia Heights city	\$	10,783.90
Columbia township	\$	503.97
Columbus city	\$	2,400.40
Colvin township	\$	494.89
Comfort township	\$	681.57
Comfrey city	\$	844.39
Compton township	\$	555.43
Concord township	\$	549.50
Cook city	\$	601.97
Coon Rapids city	\$	31,526.82
Copley township	\$	600.11
Corcoran city	\$	6,118.87
Corinna township	\$	1,214.60
Corliss township	\$	542.61
Cormorant township	\$	725.53
Cottage Grove city	\$	12,788.41
Cotton township	\$	552.31
Cottonwood city	\$	689.60
Courtland city	\$	585.53
Crane Lake township	\$	425.42
Credit River township	\$	2,069.10
Crooked Creek township	\$	451.93
Crooks township	\$	436.60
Crookston city	\$	3,660.33
Crosby city	\$	1,002.43
Crosby township	\$	409.69
Crosslake city	\$	1,238.56
Crow Wing township	\$	1,306.07
Crystal city	\$	11,093.33
Culver township	\$	452.53
Daggett Brook township	\$	539.43
Dahlgren township	\$	1,132.41
Dailey township	\$	439.13
Dakota city	\$	474.29
Dalbo township	\$	589.89
Dale township	\$	426.40
Dalton city	\$	452.90
Dane Prairie township	\$	685.97
Darwin city	\$	471.08
Dassel city	\$	768.75
Dassel township	\$	854.46
Dawson city	\$	827.94
Dayton city	\$	3,538.11
Dead Lake township	\$	537.58
Decoria township	\$	715.73
Deephaven city	\$	14,823.03
Deer Creek city	\$	452.87
Deer Creek township	\$	473.81
Deer River city	\$	951.56

Deer River township	\$	943.75
Deerfield township	\$	540.72
Deerwood township	\$	862.41
Delafield township	\$	457.07
Delano city	\$	3,031.21
Delavan city	\$	428.04
Delavan township	\$	474.35
Delhi city	\$	396.41
Delhi township	\$	461.92
Dell Grove township	\$	586.41
Dellwood city	\$	792.88
Denmark township	\$	976.14
Dennison city	\$	227.62
Dent city	\$	425.70
Des Moines River township	\$	423.80
Des Moines township	\$	458.72
Detroit Lakes city	\$	3,471.12
Detroit township	\$	1,654.76
Dewald township	\$	468.90
Dexter city	\$	472.95
Dexter township	\$	465.94
Diamond Lake township	\$	426.55
Dilworth city	\$	1,466.54
Dodge Center city	\$	1,331.82
Dora township	\$	621.13
Douglas township	\$	603.70
Dover city	\$	569.27
Dover township	\$	491.05
Dovray township	\$	430.41
Dovre township	\$	1,105.05
Drammen township	\$	408.58
Dresbach township	\$	534.39
Dryden township	\$	468.48
Duluth city	\$	45,027.34
Duluth township	\$	1,080.15
Dunbar township	\$	448.97
Dundas city	\$	837.87
Dunn township	\$	671.46
Dunnell city	\$	419.82
Eagan city	\$	27,764.93
Eagle Bend city	\$	500.28
Eagle Lake city	\$	1,165.94
Eagle Lake township	\$	518.37
Eagle Valley township	\$	487.04
East Bethel city	\$	5,128.27
East Grand Forks city	\$	4,407.91
East Gull Lake city	\$	977.57
East Lake Lillian township	\$	429.63
East Side township	\$	594.42
Eastern township	\$	458.42
Echo city	\$	441.77
Eckles township	\$	767.23
Eddy township	\$	468.48
Eden Lake township	\$	825.61
Eden Prairie city	\$	40,291.20

Eden Valley city	\$	959.72
Edgerton city	\$	712.64
Edina city	\$	25,822.31
Edna township	\$	668.79
Edwards township	\$	458.97
Effington township	\$	457.23
Eglon township	\$	561.54
Eitzen city	\$	455.37
Elba city	\$	421.21
Elba township	\$	477.95
Elbow Lake city	\$	705.30
Elgin city	\$	645.34
Elgin township	\$	581.50
Elizabeth city	\$	422.71
Elizabeth township	\$	631.49
Elk River city	\$	12,339.97
Elko New Market city	\$	1,560.38
Elkton township	\$	474.29
Ellington township	\$	454.90
Ellsburg township	\$	457.16
Elmdale township	\$	649.26
Elmer township	\$	420.66
Elmira township	\$	492.46
Elmo township	\$	459.54
Elmore township	\$	433.38
Elmwood township	\$	498.43
Ely city	\$	1,907.59
Elysian city	\$	310.88
Elysian township	\$	743.82
Embarrass township	\$	595.77
Emerald township	\$	453.60
Emily city	\$	683.55
Empire township	\$	1,195.51
Erhard city	\$	411.69
Erhards Grove township	\$	509.15
Ericson township	\$	441.44
Erie township	\$	895.90
Erin township	\$	645.69
Eureka township	\$	841.31
Evansville city	\$	543.75
Evansville township	\$	453.63
Eveleth city	\$	1,923.18
Everts township	\$	668.84
Excelsior city	\$	6,341.63
Eyota city	\$	896.87
Eyota township	\$	532.03
Fahlun township	\$	493.57
Fair Haven township	\$	830.33
Fairbanks township	\$	413.55
Fairfax city	\$	660.32
Fairmont city	\$	5,262.33
Fairview township	\$	670.73
Falcon Heights city	\$	3,126.37
Falk township	\$	434.22
Fall Lake township	\$	646.40

Farden township	\$ 1,039.52
Faribault city	\$ 6,247.18
Farm Island township	\$ 768.50
Farmington city	\$ 7,828.00
Farmington township	\$ 505.94
Fawn Lake township	\$ 522.20
Fayal township	\$ 1,107.05
Featherstone township	\$ 641.82
Felton city	\$ 430.08
Fergus Falls city	\$ 6,805.14
Fergus Falls township	\$ 588.78
Fern township	\$ 463.92
Fertile city	\$ 582.46
Field township	\$ 501.78
Fifty Lakes city	\$ 567.98
Fillmore township	\$ 525.59
Fine Lakes township	\$ 424.56
Finlayson township	\$ 501.31
Fish Lake township	\$ 1,046.12
Fleming township	\$ 500.22
Flora township	\$ 438.59
Florence township	\$ 903.94
Florida township	\$ 413.53
Flowing township	\$ 408.01
Folden township	\$ 463.84
Foley city	\$ 940.44
Forada city	\$ 438.36
Ford township	\$ 441.07
Forest Lake city	\$ 7,478.80
Forest Prairie township	\$ 626.02
Forest township	\$ 797.92
Foreston city	\$ 499.67
Forestville township	\$ 492.22
Fort Ripley township	\$ 680.48
Fort Snelling Unorganized	\$ 449.85
Fortier township	\$ 404.23
Fosston city	\$ 719.09
Foster township	\$ 458.08
Franconia township	\$ 930.75
Franklin city	\$ 481.39
Franklin township	\$ 1,272.97
Frazer city	\$ 654.96
Fredenber township	\$ 901.36
Freedom township	\$ 481.44
Freeman township	\$ 523.89
Freeport city	\$ 558.25
Fremont township	\$ 474.66
French Lake township	\$ 739.55
French township	\$ 604.83
Friberg township	\$ 620.54
Fridley city	\$ 14,192.74
Friendship township	\$ 446.61
Frohn township	\$ 839.90
Frost city	\$ 431.61
Fulda city	\$ 769.33

Gales township	\$ 418.07
Garfield city	\$ 457.80
Garrison township	\$ 665.77
Gaylord city	\$ 896.18
Gem Lake city	\$ 586.68
Genessee township	\$ 502.52
Georgetown township	\$ 416.75
Germania township	\$ 468.19
Germantown township	\$ 782.93
Gibbon city	\$ 570.71
Gilbert city	\$ 1,051.86
Gillford township	\$ 513.32
Gilmanton township	\$ 618.39
Girard township	\$ 653.59
Glasgow township	\$ 453.50
Glencoe city	\$ 2,742.34
Glendorado township	\$ 601.00
Glenwood city	\$ 1,422.22
Glenwood township	\$ 721.71
Glyndon city	\$ 679.40
Glyndon township	\$ 476.44
Gnesen township	\$ 980.58
Golden Valley city	\$ 11,544.26
Gonvick city	\$ 453.33
Goodhue city	\$ 668.49
Goodhue township	\$ 543.28
Goodland township	\$ 537.28
Goodview city	\$ 2,111.43
Gordon township	\$ 577.63
Gorman township	\$ 517.98
Graceville city	\$ 556.28
Graham township	\$ 542.54
Granada city	\$ 453.74
Grand Lake township	\$ 1,246.11
Grand Marais city	\$ 1,199.37
Grand Meadow city	\$ 655.85
Grand Rapids city	\$ 4,431.35
Granite Falls city	\$ 1,449.55
Granite Falls township	\$ 802.07
Granite Ledge township	\$ 588.37
Granite Rock township	\$ 435.44
Granite township	\$ 511.25
Grant city	\$ 1,842.45
Grant Valley township	\$ 934.24
Grass Lake township	\$ 637.56
Grasston city	\$ 414.33
Great Bend township	\$ 479.09
Great Scott township	\$ 518.11
Green Lake township	\$ 914.49
Green Valley township	\$ 481.51
Greenbush city	\$ 598.10
Greenbush township	\$ 713.18
Greenfield city	\$ 1,435.91
Greenfield township	\$ 803.94
Greenleaf township	\$ 595.80

Greenvale township	\$ 647.19
Greenwood city	\$ 671.15
Greenwood township	\$ 1,164.86
Grey Cloud Island township	\$ 481.71
Grey Eagle city	\$ 463.41
Grey Eagle township	\$ 569.46
Grove City city	\$ 512.79
Grove Lake township	\$ 461.47
Guthrie township	\$ 539.59
Hagali township	\$ 480.10
Halden township	\$ 422.99
Hallock city	\$ 659.29
Ham Lake city	\$ 8,754.94
Hamburg city	\$ 526.70
Hammer township	\$ 433.57
Hampton city	\$ 540.96
Hampton township	\$ 651.04
Hancock township	\$ 480.53
Hanover city	\$ 1,896.25
Hansonville township	\$ 406.69
Harmony city	\$ 678.36
Harmony township	\$ 468.13
Harris city	\$ 700.42
Harris township	\$ 1,492.33
Harrison township	\$ 562.15
Hart Lake township	\$ 878.03
Hart township	\$ 463.69
Hartford township	\$ 534.43
Hastings city	\$ 14,337.21
Havana township	\$ 553.65
Haven township	\$ 1,002.83
Haverhill township	\$ 881.16
Hawk Creek township	\$ 444.92
Hawley city	\$ 904.52
Hay Brook township	\$ 449.68
Hay Creek township	\$ 688.76
Hayfield city	\$ 700.13
Hayfield township	\$ 520.21
Hayward township	\$ 495.36
Hector city	\$ 621.08
Height of Land township	\$ 572.62
Helena township	\$ 940.96
Henderson city	\$ 646.28
Hendricks city	\$ 538.14
Hendricks township	\$ 441.98
Henning city	\$ 595.09
Henning township	\$ 490.29
Henrietta township	\$ 853.27
Henryville township	\$ 429.37
Hermantown city	\$ 5,144.23
Heron Lake city	\$ 525.79
Hewitt city	\$ 440.10
Hibbing city	\$ 8,247.89
Hickory township	\$ 404.93
High Forest township	\$ 688.06

Highland township	\$ 508.17
Highlanding township	\$ 428.58
Highwater township	\$ 429.53
Hillman township	\$ 505.51
Hills city	\$ 522.96
Hillsdale township	\$ 528.86
Hilltop city	\$ 511.49
Hinckley city	\$ 727.43
Hinckley township	\$ 584.36
Hines township	\$ 567.37
Hobart township	\$ 646.66
Hokah city	\$ 537.70
Hokah township	\$ 535.38
Holden township	\$ 521.60
Holding township	\$ 723.59
Holdingford city	\$ 577.39
Holland township	\$ 490.42
Hollywood township	\$ 695.10
Holmes City township	\$ 654.89
Holmesville township	\$ 544.37
Holst township	\$ 478.78
Holt township	\$ 467.92
Homer township	\$ 804.07
Homestead township	\$ 474.88
Honner township	\$ 396.90
Hope township	\$ 453.50
Hopkins city	\$ 10,081.79
Hornet township	\$ 433.54
Houston city	\$ 628.71
Houston township	\$ 508.66
Howard Lake city	\$ 866.88
Hoyt Lakes city	\$ 1,172.98
Hubbard township	\$ 616.42
Hugo city	\$ 6,129.66
Huntersville township	\$ 413.66
Hutchinson city	\$ 5,753.69
Ideal township	\$ 817.79
Independence city	\$ 2,229.54
Industrial township	\$ 594.59
Inman township	\$ 449.87
International Falls city	\$ 2,487.72
Inver Grove Heights city	\$ 22,295.64
Iona city	\$ 428.87
Iona township	\$ 459.97
Iosco township	\$ 568.06
Ironton city	\$ 529.05
Irving township	\$ 712.20
Isanti city	\$ 2,243.34
Isanti township	\$ 1,051.99
Isle city	\$ 611.11
Isle Harbor township	\$ 539.86
Itasca township	\$ 425.67
Ivanhoe city	\$ 549.76
Jackson city	\$ 1,641.29
Jackson township	\$ 703.88

Janesville city	\$ 1,003.53
Janesville township	\$ 547.73
Jeffers city	\$ 452.68
Jefferson township	\$ 412.24
Jevne township	\$ 472.18
Johnsonville township	\$ 408.12
Jordan city	\$ 2,616.88
Jordan township	\$ 481.74
Kabetogama township	\$ 433.90
Kalmar township	\$ 728.77
Kanabec township	\$ 596.25
Kandiyohi city	\$ 528.47
Kandiyohi township	\$ 570.46
Kandota township	\$ 604.04
Karlstad city	\$ 581.01
Kasota city	\$ 544.13
Kasson city	\$ 2,694.65
Kathio township	\$ 720.52
Keewatin city	\$ 679.24
Kellogg city	\$ 522.08
Kelsey township	\$ 424.05
Kensington city	\$ 455.49
Kenyon city	\$ 891.19
Kenyon township	\$ 491.62
Kerkhoven city	\$ 564.90
Kiester city	\$ 523.95
Kiester township	\$ 448.56
Kilkenny township	\$ 502.56
Kimball city	\$ 566.43
Kingman township	\$ 432.91
Kingston township	\$ 735.40
Kinney city	\$ 416.23
Kintire township	\$ 431.20
Knife Lake township	\$ 729.53
Koochiching Co. Unorganized	\$ 929.00
Kragnes township	\$ 464.00
Krain township	\$ 626.22
Kroschel township	\$ 443.92
Kugler township	\$ 440.94
La Crescent city	\$ 1,959.23
La Crescent township	\$ 782.86
La Garde township	\$ 426.48
La Prairie city	\$ 578.18
La Prairie township	\$ 445.66
Lake Andrew township	\$ 766.89
Lake Benton city	\$ 549.86
Lake Benton township	\$ 436.95
Lake City city	\$ 3,021.51
Lake Co. Unorganized	\$ 2,188.92
Lake Crystal city	\$ 1,039.52
Lake Elizabeth township	\$ 437.19
Lake Elmo city	\$ 4,014.39
Lake Eunice township	\$ 842.37
Lake Fremont township	\$ 433.03
Lake George township	\$ 507.71

Lake Hattie township	\$ 436.08
Lake Lillian township	\$ 435.67
Lake Mary township	\$ 767.49
Lake Park city	\$ 543.11
Lake Park township	\$ 518.08
Lake Sarah township	\$ 513.05
Lake Shore city	\$ 1,017.23
Lake St. Croix Beach city	\$ 749.89
Lake Stay township	\$ 423.99
Lake township	\$ 516.35
Lake View township	\$ 899.53
Lake Wilson city	\$ 466.01
Lakefield city	\$ 1,146.99
Lakeland city	\$ 976.91
Lakeland Shores city	\$ 495.88
Lakeport township	\$ 1,001.29
Lakeside township	\$ 1,007.18
Laketown township	\$ 945.72
Lakeville city	\$ 24,826.21
Lakewood township	\$ 1,130.29
Lakin township	\$ 494.20
Lamberton city	\$ 586.83
Lamberton township	\$ 437.63
Landfall city	\$ 502.07
Lanesboro city	\$ 658.63
Lauderdale city	\$ 1,389.48
Lavell township	\$ 470.49
Le Center city	\$ 921.27
Le Ray township	\$ 598.36
Le Roy city	\$ 629.87
Le Roy township	\$ 478.37
Le Sauk township	\$ 863.29
Le Sueur city	\$ 1,699.06
Leaf Lake township	\$ 559.36
Leaf Mountain township	\$ 471.43
Leaf River township	\$ 851.82
Leaf Valley township	\$ 540.13
Lee township	\$ 397.99
Leiding township	\$ 504.94
Lemond township	\$ 529.42
Lengby city	\$ 406.52
Lent township	\$ 1,319.34
Leon township	\$ 1,155.71
Leslie township	\$ 563.19
Lester Prairie city	\$ 812.20
Leven township	\$ 556.34
Lewiston city	\$ 749.85
Lexington city	\$ 980.55
Lexington township	\$ 623.79
Liberty township	\$ 582.82
Lida township	\$ 645.74
Lilydale city	\$ 814.51
Limestone township	\$ 427.36
Linden Grove township	\$ 419.15
Lindstrom city	\$ 1,828.54

Lino Lakes city	\$ 11,220.30
Linwood township	\$ 3,056.24
Lismore city	\$ 433.91
Lismore township	\$ 416.16
Litchfield city	\$ 3,344.30
Litchfield township	\$ 637.83
Little Canada city	\$ 5,685.42
Little Elk township	\$ 457.26
Little Falls city	\$ 3,297.38
Little Falls township	\$ 873.34
Little Sauk township	\$ 590.82
Livonia township	\$ 2,739.16
Lodi township	\$ 451.88
Lone Pine township	\$ 552.11
Long Beach city	\$ 510.62
Long Lake city	\$ 1,168.46
Long Prairie city	\$ 969.29
Long Prairie township	\$ 618.36
Lonsdale city	\$ 1,394.37
Loretto city	\$ 682.65
Louisville township	\$ 791.46
Lowry city	\$ 465.00
Lucan city	\$ 431.41
Luverne city	\$ 2,534.15
Lyle city	\$ 509.93
Lyle township	\$ 482.48
Lynden township	\$ 945.07
Lyons township	\$ 435.19
Mabel city	\$ 552.59
Macville township	\$ 430.32
Madalia city	\$ 848.99
Madison city	\$ 842.90
Madison Lake city	\$ 723.95
Mahnomen city	\$ 651.70
Mahtomedi city	\$ 3,436.59
Maine Prairie township	\$ 931.97
Maine township	\$ 613.17
Malmo township	\$ 494.96
Manannah township	\$ 520.06
Mankato city	\$ 16,172.46
Mantorville city	\$ 709.14
Mantorville township	\$ 940.10
Maple Grove city	\$ 40,466.78
Maple Grove township	\$ 1,090.94
Maple Lake city	\$ 954.21
Maple Lake township	\$ 1,417.25
Maple Plain city	\$ 1,151.61
Maple Ridge township	\$ 610.37
Maple township	\$ 488.10
Mapleton city	\$ 812.70
Maplewood city	\$ 20,552.90
Maplewood township	\$ 469.25
Marble township	\$ 423.25
Marcell township	\$ 536.54
Marine on St. Croix city	\$ 683.57

Marion township	\$ 1,929.61
Marsh Creek township	\$ 420.20
Marshall city	\$ 4,189.31
Marshan township	\$ 741.36
Marshfield township	\$ 440.72
Martin township	\$ 481.57
Martinsburg township	\$ 421.44
Marysville township	\$ 957.67
Maxwell township	\$ 431.29
May township	\$ 2,039.43
Mayer city	\$ 950.10
Mayhew Lake township	\$ 615.58
Maynard city	\$ 481.02
Mayville township	\$ 475.08
Maywood township	\$ 635.55
Mazeppa city	\$ 599.97
Mazeppa township	\$ 608.51
McDavitt township	\$ 532.22
McGregor township	\$ 409.95
Meadowlands city	\$ 406.76
Meadowlands township	\$ 480.41
Medford city	\$ 694.65
Medford township	\$ 531.69
Medicine Lake city	\$ 525.74
Medina city	\$ 4,062.54
Melrose city	\$ 1,387.22
Melville township	\$ 434.86
Menahga city	\$ 722.43
Mendota city	\$ 441.62
Mendota Heights city	\$ 6,281.41
Meriden township	\$ 559.76
Merton township	\$ 484.05
Middletown township	\$ 439.94
Middleville township	\$ 680.30
Midway township	\$ 1,316.06
Milaca city	\$ 1,131.65
Milaca township	\$ 820.51
Millerville township	\$ 491.21
Millwood township	\$ 673.57
Milo township	\$ 774.66
Milroy city	\$ 433.75
Milton township	\$ 600.05
Miltona city	\$ 488.50
Miltona township	\$ 676.37
Minden township	\$ 1,208.60
Minerva township	\$ 447.94
Minneapolis city	\$ 237,630.19
Minneola township	\$ 587.84
Minneota city	\$ 744.12
Minneota township	\$ 458.09
Minnesota Lake city	\$ 292.90
Minnesota Lake township	\$ 433.94
Minnetonka Beach city	\$ 778.28
Minnetonka city	\$ 40,203.27
Minnetrista city	\$ 5,357.81

Minnewaska township	\$	548.76
Mission Creek township	\$	519.08
Mission township	\$	679.16
Money Creek township	\$	557.23
Montevideo city	\$	2,072.07
Montgomery city	\$	1,159.24
Monticello city	\$	5,247.87
Monticello township	\$	1,313.69
Montrose city	\$	1,203.53
Moorhead city	\$	15,085.43
Moose Creek township	\$	456.97
Moose Lake city	\$	809.44
Moose Lake township	\$	677.24
Mora city	\$	1,218.25
Moran township	\$	534.87
Moranville township	\$	608.64
Morcom township	\$	407.83
Morgan city	\$	589.40
Morgan township	\$	444.41
Morken township	\$	439.97
Morrill township	\$	539.27
Morris city	\$	3,455.74
Morristown city	\$	631.87
Morristown township	\$	568.60
Morse township	\$	1,794.12
Morton city	\$	466.61
Motley city	\$	272.46
Mound city	\$	5,698.68
Mounds View city	\$	6,033.09
Mount Pleasant township	\$	501.02
Mountain Iron city	\$	1,912.65
Mountain Lake city	\$	916.43
Mountain Lake township	\$	458.92
Mud Lake Unorganized	\$	380.75
Munch township	\$	457.51
Nashwauk city	\$	657.80
Nashwauk township (balance)	\$	608.93
Nelson city	\$	424.08
Nerstrand city	\$	472.67
Nessel township	\$	1,003.44
New Avon township	\$	433.99
New Brighton city	\$	14,095.19
New Germany city	\$	488.47
New Hartford township	\$	631.32
New Haven township	\$	783.66
New Hope city	\$	11,728.74
New Independence township	\$	478.67
New London city	\$	753.56
New London township	\$	1,365.40
New Market township	\$	1,531.49
New Prague city	\$	2,792.44
New Richland city	\$	678.81
New Ulm city	\$	6,909.94
New York Mills city	\$	636.55
Newport city	\$	1,313.75

Newry township	\$	488.78
Newton township	\$	600.84
Nicollet city	\$	681.22
Nidaros township	\$	506.70
Nininger township	\$	665.96
Nisswa city	\$	1,115.27
Nokay Lake township	\$	644.12
Nora township	\$	940.61
Norden township	\$	481.48
Nordland township	\$	746.45
Norman township	\$	451.48
Normanna township	\$	633.45
North Branch city	\$	3,752.56
North Branch township	\$	916.61
North Germany township	\$	458.07
North Hero township	\$	422.42
North Mankato city	\$	5,781.55
North Oaks city	\$	3,931.48
North St. Paul city	\$	5,682.47
North Star township	\$	466.89
North township	\$	552.82
Northern township	\$	1,824.61
Northfield city	\$	12,415.20
Northfield township	\$	656.40
Northland township	\$	436.80
Northrop city	\$	436.56
Norton township	\$	519.60
Norway Lake township	\$	481.22
Norway township	\$	480.48
Norwegian Grove township	\$	473.95
Norwood Young America city	\$	1,340.41
Nowthen city	\$	2,547.89
Oak Grove city	\$	5,072.59
Oak Park Heights city	\$	10,300.67
Oak Valley township	\$	462.55
Oakdale city	\$	2,148.09
Ogema township	\$	459.26
Ogilvie city	\$	467.20
Olivia city	\$	986.44
Omro township	\$	413.54
Onamia city	\$	551.31
Onamia township	\$	518.31
Orange township	\$	476.39
Orion township	\$	541.83
Orono city	\$	6,259.91
Oronoco city	\$	841.03
Oronoco township	\$	1,086.46
Orr city	\$	459.00
Orrock township	\$	1,359.12
Orton township	\$	433.79
Ortonville city	\$	480.27
Orwell township	\$	435.47
Osage township	\$	597.04
Osakis city	\$	1,162.42
Osakis township	\$	568.29

Osceola township	\$	419.83
Oshkosh township	\$	442.28
Osseo city	\$	1,518.25
Otsego city	\$	6,719.94
Otter Tail township	\$	582.61
Ottertail city	\$	575.11
Otto township	\$	549.08
Owatonna city	\$	10,290.18
Owatonna township	\$	582.08
Oxford township	\$	672.85
Paddock township	\$	466.92
Page township	\$	581.82
Palmer township	\$	1,124.08
Palmyra township	\$	441.69
Park Rapids city	\$	1,690.92
Parke township	\$	545.79
Parkers Prairie city	\$	631.72
Parkers Prairie township	\$	494.68
Partridge township	\$	565.02
Paxton township	\$	532.19
Paynesville city	\$	1,143.43
Paynesville township	\$	823.47
Peace township	\$	658.15
Pease city	\$	437.26
Pelican Rapids city	\$	826.89
Pelican township	\$	571.05
Pembina township	\$	518.10
Penn township	\$	468.89
Pennock city	\$	491.64
Pepin township	\$	505.33
Pequaywan township	\$	449.21
Pequot Lakes city	\$	1,060.85
Perch Lake township	\$	670.37
Perham city	\$	1,127.31
Perham township	\$	651.31
Petersburg township	\$	450.15
Pierz city	\$	723.71
Pike Bay township	\$	738.09
Pike Creek township	\$	672.59
Pike township	\$	527.23
Pillager city	\$	30.82
Pilot Mound township	\$	486.08
Pine City city	\$	1,088.69
Pine City township	\$	762.87
Pine Island city	\$	1,651.65
Pine Island township	\$	559.13
Pine Lake township	\$	1,628.21
Pine Point township	\$	427.13
Pine River city	\$	639.83
Pine River township	\$	657.62
Pine Springs city	\$	1,722.70
Pipestone city	\$	1,633.94
Plainview city	\$	1,557.38
Plainview township	\$	509.97
Pleasant Grove township	\$	615.58

Pleasant Hill township	\$	527.45
Pleasant Prairie township	\$	445.08
Plymouth city	\$	51,398.10
Pokegama township	\$	1,152.06
Polk Centre township	\$	397.64
Pomroy township	\$	491.74
Poplar River township	\$	408.86
Popple township	\$	519.48
Port Hope township	\$	606.39
Portage township	\$	439.09
Prairie View township	\$	440.80
Preston city	\$	742.98
Preston Lake township	\$	448.16
Princeton city	\$	763.35
Princeton township	\$	977.70
Prinsburg city	\$	557.84
Prior Lake city	\$	13,304.06
Proctor city	\$	1,297.62
Quamba city	\$	409.01
Queen township	\$	448.20
Quincy township	\$	469.09
Racine city	\$	488.77
Racine township	\$	512.04
Ramsey city	\$	12,834.20
Randall city	\$	532.21
Randolph city	\$	511.32
Randolph township	\$	614.43
Ranier city	\$	896.03
Rapidan township	\$	735.01
Ravenna township	\$	1,108.66
Raymond city	\$	592.38
Red Eye township	\$	517.45
Red Lake Falls city	\$	1,398.51
Red Rock township	\$	604.33
Red Wing city	\$	7,715.28
Redwood Falls city	\$	2,615.76
Redwood Falls township	\$	436.27
Regal city	\$	393.04
Reno township	\$	515.63
Renville city	\$	648.48
Revere city	\$	396.58
Reynolds township	\$	526.77
Rice city	\$	804.02
Rice Lake city	\$	2,045.89
Riceland township	\$	510.49
Richfield city	\$	18,919.98
Richmond city	\$	766.63
Richmond township	\$	586.51
Richville city	\$	397.99
Richwood township	\$	563.37
Ripley township	\$	429.06
Riverside township	\$	483.05
Riverton township	\$	511.53
Robbinsdale city	\$	8,080.67
Rochester city	\$	50,068.08

Rochester township	\$	2,094.65
Rock Creek city	\$	800.07
Rock Dell township	\$	590.72
Rockford city	\$	1,860.36
Rockford township	\$	1,423.78
Rocksbury township	\$	1,023.44
Rockville city	\$	1,105.82
Rockwood township	\$	1,007.25
Rogers city	\$	6,711.76
Rolling Forks township	\$	421.48
Rolling Green township	\$	457.29
Rollingstone city	\$	592.86
Rollingstone township	\$	582.89
Roosevelt township	\$	1,004.61
Roscoe township	\$	615.27
Rose Hill township	\$	422.58
Roseau city	\$	1,021.10
Rosemount city	\$	9,592.83
Roseville city	\$	22,123.80
Roseville township	\$	538.36
Rosewood township	\$	492.28
Round Lake city	\$	460.95
Round Prairie township	\$	541.62
Royal township	\$	424.26
Royalton city	\$	335.35
Royalton township	\$	692.70
Runeberg township	\$	498.67
Rush City city	\$	915.40
Rush Lake township	\$	700.72
Rushford city	\$	857.28
Rushford Village city	\$	634.89
Rushmore city	\$	484.82
Rushseba township	\$	624.31
Russell city	\$	473.36
Rutledge city	\$	425.92
Sabin city	\$	517.93
Sacred Heart city	\$	496.30
Sacred Heart township	\$	459.51
Salem township	\$	725.23
San Francisco township	\$	669.13
Sanborn city	\$	465.06
Sand Creek township	\$	855.73
Sanders township	\$	461.62
Sandstone city	\$	697.82
Sandstone township	\$	584.11
Sandy township	\$	502.31
Santiago township	\$	850.11
Sartell city	\$	8,948.73
Sauk Centre city	\$	1,650.65
Sauk Rapids city	\$	4,322.29
Sauk Rapids township	\$	556.20
Savage city	\$	15,377.48
Scambler township	\$	542.97
Scandia city	\$	2,822.36
Scandia Valley township	\$	840.78

Scanlon city	\$	668.21
Sciota township	\$	523.99
Seaforth city	\$	396.18
Sebeka city	\$	548.24
Seely township	\$	434.93
Selma township	\$	433.42
Severance township	\$	448.81
Shafer city	\$	640.38
Shafer township	\$	1,085.11
Shakopee city	\$	19,288.61
Shamrock township	\$	768.67
Shaokatan township	\$	441.75
Sharon township	\$	587.84
Sheldon township	\$	464.05
Shell Lake township	\$	472.39
Sherburn city	\$	661.16
Sheridan township	\$	429.83
Sherman township	\$	459.99
Shetek township	\$	485.54
Shevlin city	\$	415.79
Shevlin township	\$	497.42
Shieldsville township	\$	717.17
Shingobee township	\$	1,240.81
Shoreview city	\$	17,102.51
Shorewood city	\$	5,966.52
Silver Bay city	\$	1,313.17
Silver Creek township	\$	1,972.91
Silver Lake city	\$	581.63
Silver Lake township	\$	540.07
Silver Leaf township	\$	500.69
Silver township	\$	512.14
Silverton township	\$	428.24
Sinclair township	\$	429.46
Sioux Agency township	\$	446.50
Skelton township	\$	503.14
Skree township	\$	441.60
Slayton city	\$	1,021.45
Slayton township	\$	498.01
Sleepy Eye city	\$	1,612.15
Sletten township	\$	421.40
Smiley township	\$	528.67
Solem township	\$	453.86
Solway township	\$	1,005.68
Somerset township	\$	603.31
South Bend township	\$	768.75
South Branch township	\$	457.37
South Fork township	\$	592.71
South Harbor township	\$	611.63
South St. Paul city	\$	7,356.35
Southbrook township	\$	404.96
Southside township	\$	843.81
Sparta township	\$	634.65
Spencer Brook township	\$	877.75
Spicer city	\$	730.19
Spring Grove city	\$	696.05

Spring Lake Park city	\$ 4,002.18
Spring Lake township	\$ 1,514.17
Spring Park city	\$ 1,445.21
Spring Prairie township	\$ 450.69
Spring Valley city	\$ 1,030.34
Spring Valley township	\$ 541.19
Springdale township	\$ 430.92
Springfield city	\$ 1,280.67
Springfield township	\$ 419.00
Springvale township	\$ 837.21
Spruce Grove township	\$ 473.31
St. Anthony city	\$ 6,065.75
St. Augusta city	\$ 1,649.09
St. Bonifacius city	\$ 1,363.55
St. Charles city	\$ 1,361.21
St. Charles township	\$ 527.16
St. Clair city	\$ 599.35
St. Cloud city	\$ 31,627.65
St. Francis city	\$ 2,983.83
St. George township	\$ 716.52
St. James city	\$ 1,629.01
St. Johns township	\$ 496.95
St. Joseph city	\$ 2,948.41
St. Joseph township	\$ 732.89
St. Lawrence township	\$ 552.63
St. Leo city	\$ 405.64
St. Louis Co. Unorganized	\$ 1,309.17
St. Louis Park city	\$ 31,357.81
St. Marys Point city	\$ 524.04
St. Mathias township	\$ 565.81
St. Michael city	\$ 8,161.31
St. Olaf township	\$ 496.43
St. Paul city	\$ 147,379.70
St. Paul Park city	\$ 598.54
St. Peter city	\$ 4,396.37
St. Stephen city	\$ 631.13
St. Wendel township	\$ 1,080.02
Stacy city	\$ 763.60
Stanchfield township	\$ 717.15
Stanford township	\$ 1,058.49
Stanton township	\$ 739.24
Staples city	\$ 1,373.41
Staples township	\$ 538.67
Star Lake township	\$ 523.20
Star township	\$ 410.21
Starbuck city	\$ 712.38
Stewart city	\$ 494.38
Stewartville city	\$ 1,988.00
Stillwater city	\$ 8,777.88
Stillwater township	\$ 1,119.80
Stockholm township	\$ 651.59
Stockton city	\$ 577.05
Stoney Brook township	\$ 460.67
Stony River township	\$ 445.84
Storden city	\$ 451.97

Storden township	\$ 437.80
Stowe Prairie township	\$ 504.13
Straight River township	\$ 593.42
Sturgeon township	\$ 431.28
Sugar Bush township	\$ 524.12
Sullivan township	\$ 420.69
Summit Lake township	\$ 498.18
Summit township	\$ 958.95
Sunburg city	\$ 415.56
Sundown township	\$ 427.34
Sunfish Lake city	\$ 584.48
Sunrise township	\$ 987.69
Sverdrup township	\$ 604.77
Swan River township	\$ 591.66
Swanville township	\$ 521.61
Swede Grove township	\$ 472.64
Swedes Forest township	\$ 417.81
Sylvan township	\$ 311.72
Taconite city	\$ 931.59
Taylor Falls city	\$ 696.87
Ten Lake township	\$ 635.22
Thief River Falls city	\$ 4,304.54
Thomastown township	\$ 626.81
Thomson township	\$ 1,956.90
Three Lakes township	\$ 424.79
Tintah city	\$ 397.37
Tintah township	\$ 391.42
Todd township	\$ 1,127.84
Toivola township	\$ 441.63
Tonka Bay city	\$ 1,305.70
Tordenskjold township	\$ 547.97
Torning township	\$ 514.70
Tower city	\$ 918.02
Tracy city	\$ 860.53
Transit township	\$ 454.83
Trelipe township	\$ 442.79
Trimont city	\$ 578.05
Trondhjem township	\$ 435.43
Trosky city	\$ 406.57
Trout Lake township	\$ 752.90
Troy township	\$ 457.92
Truman city	\$ 662.64
Tumuli township	\$ 523.86
Turtle Creek township	\$ 465.28
Turtle Lake township	\$ 804.21
Twin Lakes township	\$ 1,066.20
Two Harbors city	\$ 2,484.86
Two Inlets township	\$ 463.14
Two Rivers township	\$ 603.24
Tyler city	\$ 680.69
Ulen city	\$ 496.17
Ulen township	\$ 420.68
Underwood city	\$ 490.44
Underwood township	\$ 435.23
Union Grove township	\$ 565.10

Urness township	\$	466.41
Utica city	\$	448.84
Utica township	\$	532.20
Vadnais Heights city	\$	7,329.79
Vail township	\$	443.68
Vasa township	\$	671.89
Verdi township	\$	411.85
Vergas city	\$	479.98
Vermilion Lake township	\$	498.76
Vermillion city	\$	514.74
Vermillion township	\$	738.13
Verndale city	\$	512.25
Vernon township	\$	577.09
Vesta city	\$	442.50
Vesta township	\$	432.00
Victor township	\$	711.18
Victoria city	\$	4,121.96
Villard city	\$	446.73
Villard township	\$	555.00
Vining city	\$	402.28
Viola township	\$	556.62
Virginia city	\$	4,678.88
Waasa township	\$	467.14
Wabana township	\$	575.43
Wabasha city	\$	1,834.72
Wabasso city	\$	554.10
Waconia city	\$	6,429.73
Waconia township	\$	778.69
Wacouta township	\$	542.36
Wadena city	\$	2,369.24
Wadena township	\$	637.88
Wagner township	\$	475.27
Wahkon city	\$	467.96
Waite Park city	\$	3,831.00
Walcott township	\$	674.14
Walden township	\$	426.35
Waldorf city	\$	436.61
Walker city	\$	670.18
Walnut Grove city	\$	528.66
Walters city	\$	398.41
Waltham city	\$	423.19
Wanamingo city	\$	668.83
Wanamingo township	\$	526.76
Wanda city	\$	403.56
Wang township	\$	460.63
Ward township	\$	515.85
Warren city	\$	770.07
Warren township	\$	553.36
Warroad city	\$	747.90
Warsaw township	\$	1,366.52
Waseca city	\$	4,211.51
Wasioja township	\$	626.10
Watab township	\$	1,310.75
Waterbury township	\$	429.41
Waterford township	\$	551.48

Watertown city	\$	1,549.75
Watertown township	\$	786.45
Waterville city	\$	843.24
Waterville township	\$	601.91
Watkins city	\$	588.45
Watopa township	\$	450.98
Waverly city	\$	814.59
Waverly township	\$	439.77
Wayzata city	\$	3,515.09
Webster township	\$	1,315.00
Welch township	\$	621.56
Welcome city	\$	573.44
Wellington township	\$	434.90
Wells city	\$	946.05
Wells township	\$	847.15
West Albany township	\$	488.96
West Concord city	\$	571.24
West Lakeland township	\$	1,745.68
West St. Paul city	\$	8,047.10
West Union city	\$	403.77
West Union township	\$	458.08
Westbrook city	\$	589.43
Westbrook township	\$	454.19
Westfield township	\$	502.16
Westline township	\$	428.33
Westport township	\$	445.76
Wheatland township	\$	759.03
Wheaton city	\$	1,099.70
Wheeling township	\$	556.33
White Bear Lake city	\$	13,708.05
White Bear Lake township	\$	523.62
White Bear township	\$	7,061.56
White Pine township	\$	393.13
White township (balance)	\$	1,318.86
Whited township	\$	639.86
Whitefield township	\$	531.99
Whitewater township	\$	437.41
Wilder city	\$	400.55
Wilkinson township	\$	487.30
Willernie city	\$	525.36
Williams township	\$	420.26
Willmar city	\$	8,196.10
Willmar township	\$	522.17
Willow Lake township	\$	436.28
Wilma township	\$	406.03
Wilmington township	\$	497.60
Wilson township	\$	722.28
Wilton township	\$	487.85
Windemere township	\$	913.66
Windom city	\$	2,501.62
Wing River township	\$	502.91
Winnebago city	\$	677.84
Winnebago City township	\$	432.64
Winnebago township	\$	444.70
Winona city	\$	12,196.65

Winsor township	\$	408.16
Winsted city	\$	917.85
Winthrop city	\$	758.52
Winton city	\$	435.04
Wiscony township	\$	497.80
Wolf Lake township	\$	454.47
Wood Lake city	\$	479.60
Woodbury city	\$	26,391.15
Woodland city	\$	655.43
Woodland township	\$	725.17
Woodside township	\$	984.44
Woodville township	\$	795.52
Worthington city	\$	6,022.16

Wuori township	\$	571.93
Wyanett township	\$	934.10
Wykeham township	\$	471.91
Wykoff city	\$	515.10
Wyoming city	\$	2,721.59
York township	\$	466.94
Young America township	\$	595.96
Yucatan township	\$	489.90
Zimmerman city	\$	2,044.69
Zumbro township	\$	607.72
Zumbrota city	\$	1,738.44
Zumbrota township	\$	573.20



**Town Board Meeting
September 9, 2020**

Agenda Number: 5.F – Consent Agenda

Subject: Extend South Shore Trinity Lutheran Church Outdoor Mass Schedule – In Accordance with the Township’s Special Events Policy, Extend the Non-Exclusive Use of Bellaire Beach to South Shore Trinity Lutheran Church, 2480 South Shore Boulevard to Hold Outdoor Worship Services, Weather Permitting Thru the Month of September With Services Beginning at 10:45 a.m. for Two Hours per Service & to Allow Use of Electricity from the Township’s Lifeguard Building to Power the South System, Noting the Church Will Adhere to Any Safety/Social Distancing Guidelines That Are in Place During this Time

Documentation: Request / Release / Insurance Certificate

Action / Motion for Consideration:

Receive Information / Discuss

In Accordance with the Township’s Special Events Policy, Extend the Non-Exclusive Use of Bellaire Beach to South Shore Trinity Lutheran Church, 2480 South Shore Boulevard to Hold Outdoor Worship Services, Weather Permitting Thru the Month of September With Services Beginning at 10:45 a.m. for Two Hours per Service & to Allow Use of Electricity from the Township’s Lifeguard Building to Power the South System, Noting the Church Will Adhere to Any Safety/Social Distancing Guidelines That Are in Place During this Time



Sharing, Caring, Growing in Christ!

August 24, 2020

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

Dear Board Members,

On behalf of the congregation, I am requesting permission to extend holding our outdoor worship services at Bellaire Beach, across from our church building, on the corners of Bellaire Avenue and South Shore Boulevard through the month of September. We plan to hold services at ^{10:45} ~~9:45~~ a.m. Sundays, weather permitting. With set-up and take down time we will use the area for approximately two hours (~~8:45-10:45am~~). ^{10:45-12:45}

This has been working very well for us during this time of COVID-19. The notice below is read at the start of each service and is printed on the cover of the bulletin.

COVID-19 Notice

All worshipers attending services at Bellaire Beach must follow State and Federal guidelines for the management of COVID-19 on White Bear Township property. The Township is held harmless from all COVID-19 related issues associated with occupying and utilizing these premises. A copy of South Shore Trinity's Preparedness Plan is posted on the sandwich board you passed as you entered.

Sincerely,

Sally Ackerley
Office Manager
South Shore Trinity Lutheran Church



Patti Walstad

From: Sally Ackerley <sackerley@sstwbl.org>
Sent: Tuesday, August 25, 2020 7:39 AM
To: Patti Walstad
Subject: Time change in our request to use Bellaire Beach

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

Good morning Patti,

I made an error in the request to continue using Bellaire Beach for our worship services. After Labor Day weekend we switch our worship time to 10:45am. Could you please update my request?

Thank you.

Serving our Savior,

Sally Deeg Ackerley
Office Manager
South Shore Trinity Lutheran Church
2480 South Shore Blvd., White Bear Lake, MN 55110-3807
sally@sstwbl.org
651-429-4293

You are receiving this email because you opted in to receive announcements from South Shore Trinity Lutheran Church. To unsubscribe, reply to this email address with "unsubscribe" in the subject line.



South Shore Trinity Church
2480 South Shore Boulevard
White Bear Township MN 55110

Be advised, by your signature below you are consenting to give notice to all those in attendance at your church services at Bellaire Beach regarding State and Federal guidelines for the management of COVID-19 on White Bear Township property.

The Township is held harmless from all COVID 19 related issues associated with occupying and utilizing those premises.

South Shore Trinity Church

By: Rev Robert J. Helke



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
4/22/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	Helland Agency, Inc. 901 Twelve Oaks Center Drive #911 Wayzata, MN. 55391	CONTACT NAME: Greg Helland	PHONE (A/C No. Ext): 952 475 1333	FAX (A/C No.):
		EMAIL ADDRESS: Greg@hellandagency.com	INSURER(S) AFFORDING COVERAGE	
INSURED	South Shore Trinity Lutheran Church 2480 South Shore Blvd. White Bear Lake, MN. 55110	INSURER A: Grinnell Mutual Insurance Co.	NAIC #	
		INSURER B:		
		INSURER C:		
		INSURER D:		
		INSURER E:		
		INSURER F:		

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

FORM	TYPE OF INSURANCE	AGENCY	POLICY NUMBER	POLICY EFF. DATE	POLICY EXP. DATE	LIMITS
A	COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		0000879040	4/30/20	4/30/21	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ex occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMPROP AGG \$ 3,000,000
A	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/>		0000880660	4/30/20	4/30/21	COMBINED SINGLE LIMIT (Ex accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	UMBRELLA LIAB. EXCESS LIAB. <input checked="" type="checkbox"/> OCCUR CLAIMS-MADE		0000880674	4/30/20	4/30/21	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICERS ARE EXCLUDED? (Mandatory in MN) <input type="checkbox"/> Y/N N/A					PER STATUTE OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Property Insurance		0000879040	4/30/20	4/30/21	Special Replacement Cov. Per Schedule On File.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Church And Related Activities, Including Usage Of White Bear Township Facility For Services. White Bear Township Is Added As An Additional Insured.

CERTIFICATE HOLDER	CANCELLATION
White Bear Township 1281 Hammond Road White Bear Township, MN. 55110	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Greg Helland



Town Board Meeting September 9, 2020

Agenda Number: 5.G – Consent Agenda

Subject: Administrative Driveway Variance – In Accordance with Town Ordinance No. 35, Section 9-6.3(e).(3) & Based on Staff Review, Recommendation & Approval, Ratify Town Clerk’s Issuance of an Administrative Driveway Variance @ 2480 Taylor Avenue

Documentation: Administrative Variance Driveway Replacement Application / Map / Variance

Action / Motion for Consideration:

Receive Information / Discuss

In Accordance with Town Ordinance No. 35, Section 9-6.3(e).(3) & Based on Staff Review, Recommendation & Approval, Ratify Town Clerk’s Issuance of an Administrative Driveway Variance @ 2480 Taylor Avenue

Ordinance No. 35
9-6.3(e).(3)

(3). Administrative. The Town Board hereby delegates to the Town Clerk the authority to approve or deny variances for the replacement or resurfacing of existing paved driveways in “R-1” Suburban Residential and “R-2” Urban Residential zones. The driveway shall have a legal non-conforming side yard setback existing at the effective date of this Ordinance or have previously been granted a variance by the Town Board. The applicant shall provide a statement signed by affected property owners recording their approval of the requested action. Affected property owners are defined as those having a recorded legal or equitable ownership interest in property adjacent to the property to which the action relates. All variances shall be ratified by the Town Board. Upon a denial by the Town Clerk, the applicant may proceed with review of their variance request pursuant to the public hearing or public information meeting process.



ADMINISTRATIVE VARIANCE DRIVEWAY REPLACEMENT APPLICATION

Introduction

In accordance with Section 9-6.3(e).(3) of Ordinance No. 35, the Town Board has authorized the Town Clerk to administratively approve or deny variances for the replacement or resurfacing of existing paved driveways in "R-1" Suburban Residential and "R-2" Urban Residential zones. The driveway shall have a legal non-conforming side yard setback existing at the effective date of this Ordinance or have previously been granted a variance by the Town Board. The applicant shall provide a statement signed by affected property owners recording their approval of the requested action. Affected property owners are defined as those having a recorded legal or equitable ownership interest in property adjacent to the property to which the action relates. All variances shall be ratified by the Town Board. Upon a denial by the Town Clerk, the applicant may proceed with review of their variance request pursuant to the public hearing or public information meeting process.

APPLICANT(S) KIERAN O'SHEA PHONE (Home) _____
KATHRYN O'SHEA (Business) _____
(Cell) (612) 220-0385

ADDRESS 2480 TAYLOR AVE
WHITE BEAR TOWNSHIP

PROPERTY OWNER KIERAN + KATHRYN O'SHEA

ADDRESS OF SITE 2480 TAYLOR AVE

<u>Setbacks:</u>	<u>Required:</u>	<u>Existing:</u>	<u>Requested:</u>
Side Yard	<u>10.5' 10"</u>	_____	<u>10.5'</u>
Front Yard	_____	_____	_____
Rear Yard	_____	_____	_____
Other (specify)	_____	_____	_____

<u>To Be Completed By Office:</u>	
Date Request Received <u>8-24-20</u>	REVIEWED FOR CODE COMPLIANCE SUBJECT TO FIELD INSPECTION
By <u>[Signature]</u> (Staff Member)	APPROVED <u>[Signature]</u> DATE <u>8-25-20</u>
Date Application Complete <u>8-24-20</u>	

STATEMENT OF AFFECTED PROPERTY OWNERS

If a signed statement is not provided by the applicant for an administrative driveway variance, the Town Clerk will be unable to review the request, and such request will be denied.

I am the owner of the property at 2480 TAYLOR AVE. I am requesting that the Town Clerk grant me an administrative driveway variance for the following purpose:

APPLY ASPHALT TO A PRE EXISTING DRIVEWAY.
THE ASPHALT WOULD COME WITHIN 0.5 FEET
OF THE PROPERTY LINE.

My request will be reviewed by the Town Clerk. I must provide the Town Clerk with a statement signed by the adjacent property owners, recording their comments relative to my request. Please feel free to write below any comments you may have regarding this issue. This statement must be signed and dated.

PROPERTY OWNERS

1. Name: Christopher Kadar Address: 2472 Taylor Avenue
Phone: (Home) 651-653-4636
(Bus.) _____
(Cell) _____

Comments: _____

Date: Aug. 20, 2020 Signatures: Christopher Kadar

2. Name: _____ Address: _____
Phone: (Home) _____
(Bus.) _____
(Cell) _____

Comments: _____

Date: _____ Signatures: _____



60.0 30.00 0 60.0 Feet

NAD_1983_HARN_Adj_MN_Ramsey_Feet
 © Ramsey County Enterprise GIS Division

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

THIS MAP IS NOT TO BE USED FOR NAVIGATION

Legend



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

Notes

Enter Map Description



ADMINISTRATIVE VARIANCE DRIVEWAY REPLACEMENT

Property Address:

2480 Taylor

Pursuant to Section 9-6.3(e).(3) of Ordinance No. 35, the Town Clerk has the authority to review and approve requests for replacement of existing driveways which have non-conforming side yard setbacks, provided the applicant has supplied the necessary signatures of adjacent property owners.

The Town Clerk hereby approves the replacement of the driveway at the above address, in accordance with Section 9-6.3(e).(3).

Date:

8-25-20

PATRICK CHRISTOPHERSON, Clerk-Treasurer

Ratified by the Town Board on _____.



**Town Board Meeting
September 9, 2020**

Agenda Number: 5.H – Consent Agenda

Subject: Employee Handbook – Approve Revision of Overtime/Compensatory Time Section of the Handbook Adjusting the Maximum Carry-Over Time From 40 Hours to 80 Hours

Documentation: Employee Handbook Excerpt

Action / Motion for Consideration:

Receive Information / Discuss

Approve Revision of Overtime/Compensatory Time Section of the Handbook Adjusting the Maximum Carry-Over Time From 40 Hours to 80 Hours

If you are unsure of your employment classification, please see your supervisor.

HOURS OF WORK

Your normal workday, including starting and ending times will be explained to you on your start date. Because of the nature of the business, your work hours may vary and may on occasion include overtime. Your supervisor will make every effort to set the schedule in advance, though this schedule may be changed if necessary to meet business demands. You are expected to work overtime when requested.

In some situations, flexible scheduling may be arranged based on the needs of the employee and the needs of the business. If your department offers flexible scheduling you and your department head or supervisor will arrange the schedule.

MEAL & OTHER BREAK PERIODS

You receive an unpaid meal break of 30 minutes during your shift, which will be scheduled by your supervisor. You should not perform any work-related duties during this time. Non-exempt employees must record their time in and out at the beginning and end of the meal break. You are expected to be at your workstation, ready to work, at the end of your break.

Paid rest breaks include two 15 minute break periods (one during the first half of the shift and the other during the second half of the shift). Since this time is paid as time worked, you should not extend the allotted time away from your work area.

White Bear Township will provide reasonable unpaid/paid break time each day to employees who need to express breast milk for their infant child. This break time must, if possible, run concurrently with any break time already provided to the employee. Any other time needed for this purpose will be without pay. Employees who are nursing mothers should see their supervisor or Human Resources for a private location for this purpose.

OVERTIME/COMPENSATORY TIME

Demands may sometimes require you to work extra hours, beyond those for which you are usually scheduled.

Federal and state laws determine employee eligibility for overtime pay. If you are non-exempt and anticipate a need to work extra hours, you must receive your supervisor's approval in advance. Overtime is paid at a rate of time and one-half the normal base pay for all hours worked over 40 in a workweek. The workweek begins at 12:01 a.m. on Saturday and ends on Friday at midnight (12:00 a.m.).

Non-union employees will be compensated by being granted compensatory time off at the rate of time and one-half. Flex leave (FLEX LEAVE), Holidays, comp time, vacation time, sick time, or any other idle time do not count as hours worked for overtime purposes.

Employees covered by union contract will be paid in accordance with their contract language.

For the purpose of computing compensatory time accrual, overtime hours worked shall be not pyramided, compounded or calculated twice for the same hours worked.

The maximum compensatory time which may be accrued by any affected employee will be forty (40) hours. An employee who has accrued the maximum number of compensatory hours shall be paid overtime compensation in cash for any additional overtime hours of work. All compensatory time will be recorded, on the time sheet, in the pay period in which it was accrued. Overtime shall be compensated at one and one half times the normal hourly pay. Compensation for those hours worked must be overtime pay.

Exempt employees are not eligible for overtime pay or compensatory time.

PAYDAYS

You will be issued a biweekly paycheck. If a holiday falls on a payday, you will be paid on the preceding work day. Paychecks will not be given out to employees before the scheduled payday. Your check will give you a complete record of your earnings and deductions. Only deductions required by law and those you have authorized in writing will be deducted from your pay. All deductions are listed on your paycheck stub.

You may have your payroll check deposited directly into your personal checking and/or savings account(s). To enroll in this program, you must complete a Direct Deposit form and turn it in to the Human Resources Department. Forms are available in the Human Resources Department or on the Employee Self-Service website.

If you elect direct deposit you may view and print paycheck stubs on the Employee Self-Service website.

For your protection, checks can only be released to the individual whose name appears on the check. An exception to this will be made if you give us written authorization and it is verified with your supervisor or the Human Resources Department.

SEASONAL DISRUPTION AND ON CALL PAY

Employees covered by Union contract may be entitled to seasonal disruption and on call pay. Employees should check with their union contracts for specific language.

Non-union employees do not receive a shift premium.



**Town Board Meeting
September 9, 2020**

Agenda Number: 5.1 – Consent Agenda

Subject: Annual Storm Water Presentation – Call the Informational Public Hearing for Monday, October 19, 2020, Beginning at 7:00 p.m. for the Annual Presentation of the Town’s Storm Water Pollution Prevention Program

Documentation: None

Action / Motion for Consideration:

Receive Information / Discuss

Call the Informational Public Hearing for Monday, October 19, 2020, Beginning at 7:00 p.m. for the Annual Presentation of the Town’s Storm Water Pollution Prevention Program



**Town Board Meeting
September 9, 2020**

Agenda Number: 5.J – Consent Agenda

Subject: Right-of-Way Permit – Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve Comcast Permit to Install a New Underground Cable to 5520 Shadyside Lane by Boring the Service Under the Road

Documentation: Town Engineer Correspondence / Map

Action / Motion for Consideration:

Receive Information / Discuss

Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve Comcast Permit to Install a New Underground Cable to 5520 Shadyside Lane by Boring the Service Under the Road



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

September 2, 2020

Honorable Chairman and Town Board
White Bear Township, Minnesota

Re: Comcast Permit Application
5520 Shadyside Lane
White Bear Township, Minnesota
TKDA Project No. 17727.000

Dear Board Members:

Comcast has applied for a permit to install a new underground cable to 5520 Shadyside Lane by boring the service under the road. The attached map shows the project.

We recommend approval with the following conditions:

1. Contractor must be aware of the very little amount of right-of-way that exists on Shadyside Lane and address any need to perform work on private property.
2. Contractor must protect watermain and sanitary sewer on Shadyside Lane.
3. Contractor must protect individual water and sanitary services on Shadyside Lane.
4. Contractor must protect Shadyside Lane during boring activity.
5. Disturbed areas shall be restored equal to or better than original condition.
6. If the relocation of these utilities becomes necessary in the future due to a public improvement, the utilities shall be relocated at no cost to the Township.
7. Call Gopher One-Call prior to any work.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jim Studenski'.

Jim Studenski, PE
Town Engineer
Enclosures

APPLICATION FOR PERMIT FOR INSTALLATION OF UTILITIES OR FOR PLACING UNDERGROUND CONSTRUCTION

Name of Party or Organization performing work Comcast/TAK Contact Dalton Stevens
Address 2948 Rice St Little Canada Mn Telephone No 1-605-254-2060

1. Nature of Work Bore under road from Pole on East side to home on west side
Type of Surface to be Disturbed _____
(Check type) Gravel Bituminous Concrete Boulevard
2. Location 5520 ShadySide Ln
Street, Avenue, and House number _____
(Additional Information attached when necessary)
3. Size and kind of pipe, conduit or cable 1"
Depth from Surface (Min. 18") 24"
4. Method of Installation or Construction (including method of compaction & excavation)
Plow
Pneuma Gopher & Tamper XX
Directional Bore
5. Work to start within when permitted days and completed within 120 days thereafter
6. Will detouring of traffic be necessary? NO If so describe rerouting

For Comcast
Signed by William Degel
Dated 8/13/20

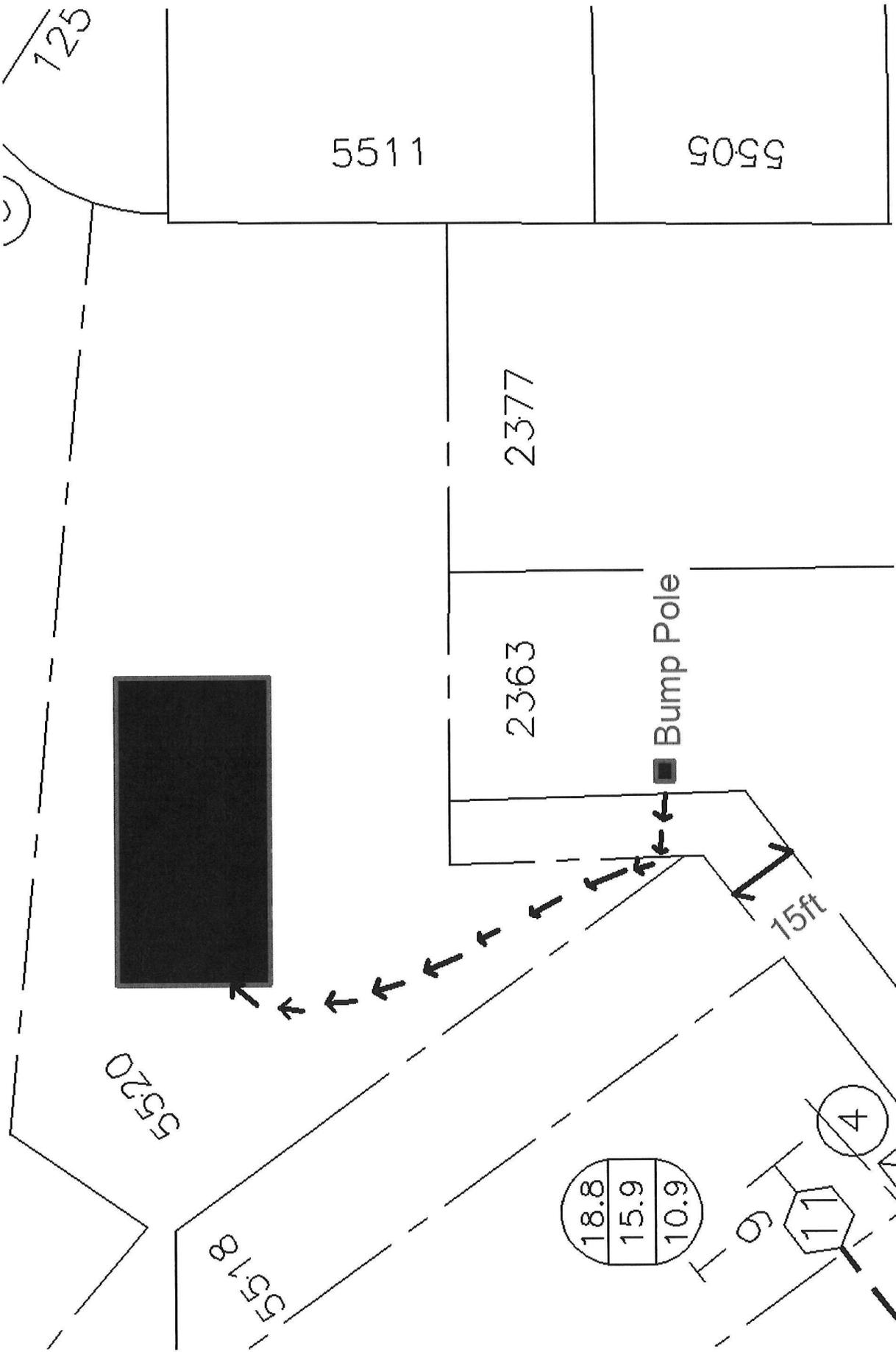
The date when work is completed must be reported to the person designed by municipality.

AUTHORIZATION OF PERMIT

Upon payment of permit fee in the amount of \$ - _____ and in consideration of the agreement to comply in all respects with the Street or Alley excavation ordinances and regulations applicable covering such operations, permission is hereby granted for the work to be done as described in the above application, said work to be done in accordance with special precautions required, as hereby stated:

It is expressly understood that this permit is conditioned upon replacement or restoration of the disturbed area to its proper condition in accordance with the appropriate rules and regulations.

APPROVED _____
DATED _____





**Town Board Meeting
September 9, 2020**

Agenda Number: 5.K – Consent Agenda

Subject: Right-of-Way Permit – Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve Comcast Permit to Install a New Underground Cable to 4198 Lakewood Avenue by Boring the Service Under the New Road

Documentation: Town Engineer Correspondence / Map

Action / Motion for Consideration:

Receive Information / Discuss

Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve Comcast Permit to Install a New Underground Cable to 4198 Lakewood Avenue by Boring the Service Under the New Road



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

September 2, 2020

Honorable Chairman and Town Board
White Bear Township, Minnesota

Re: Comcast Permit Application
4198 Lakewood Avenue
White Bear Township, Minnesota
TKDA Project No. 17727.000

Dear Board Members:

Comcast has applied for a permit to install a new underground cable to 4198 Lakewood Avenue by boring the service under the new road. The attached map shows the project.

We recommend approval with the following conditions:

1. Lakewood Avenue is currently under re-construction.
2. Contractor must coordinate all work with the Township street project.
3. Contractor must protect individual water and sanitary services.
4. Contractor must protect Lakewood Avenue during boring activity.
5. Disturbed areas shall be restored equal to or better than original condition.
6. If the relocation of these utilities becomes necessary in the future due to a public improvement, the utilities shall be relocated at no cost to the Township.
7. Call Gopher One-Call prior to any work.

Sincerely,

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

Jim Studenski, PE
Town Engineer
Enclosures

PERMIT NO. _____ CITY OF White Bear Lake

APPLICATION FOR PERMIT FOR INSTALLATION OF UTILITIES OR FOR PLACING UNDERGROUND CONSTRUCTION

Name of Party or Organization performing work Comcast

Address 3050 Echo Lake ave Mahtomedi Mn 55115 Telephone No 651-755-1891

1. Nature of Work Bore Under road to replace service drop cut be road construction

Type of Surface to be Disturbed _____

(Check type) Gravel Bituminous Concrete Boulevard

2. Location 4198 Lakewood Ave N

Street, Avenue, and House number _____
(Additional Information attached when necessary)

3. Size and kind of pipe, conduit or cable 1"

Depth from Surface (Min. 18") 24"

4. Method of Installation or Construction (including method of compaction & excavation)

Plow

Pneuma Gopher & Tamper XX

Directional Bore

5. Work to start within when permitted days and completed within 120 days thereafter

6. Will detouring of traffic be necessary? NO If so describe rerouting

For Comcast

Signed by William Degel

Dated 8/24/20

The date when work is completed must be reported to the person designed by municipality.

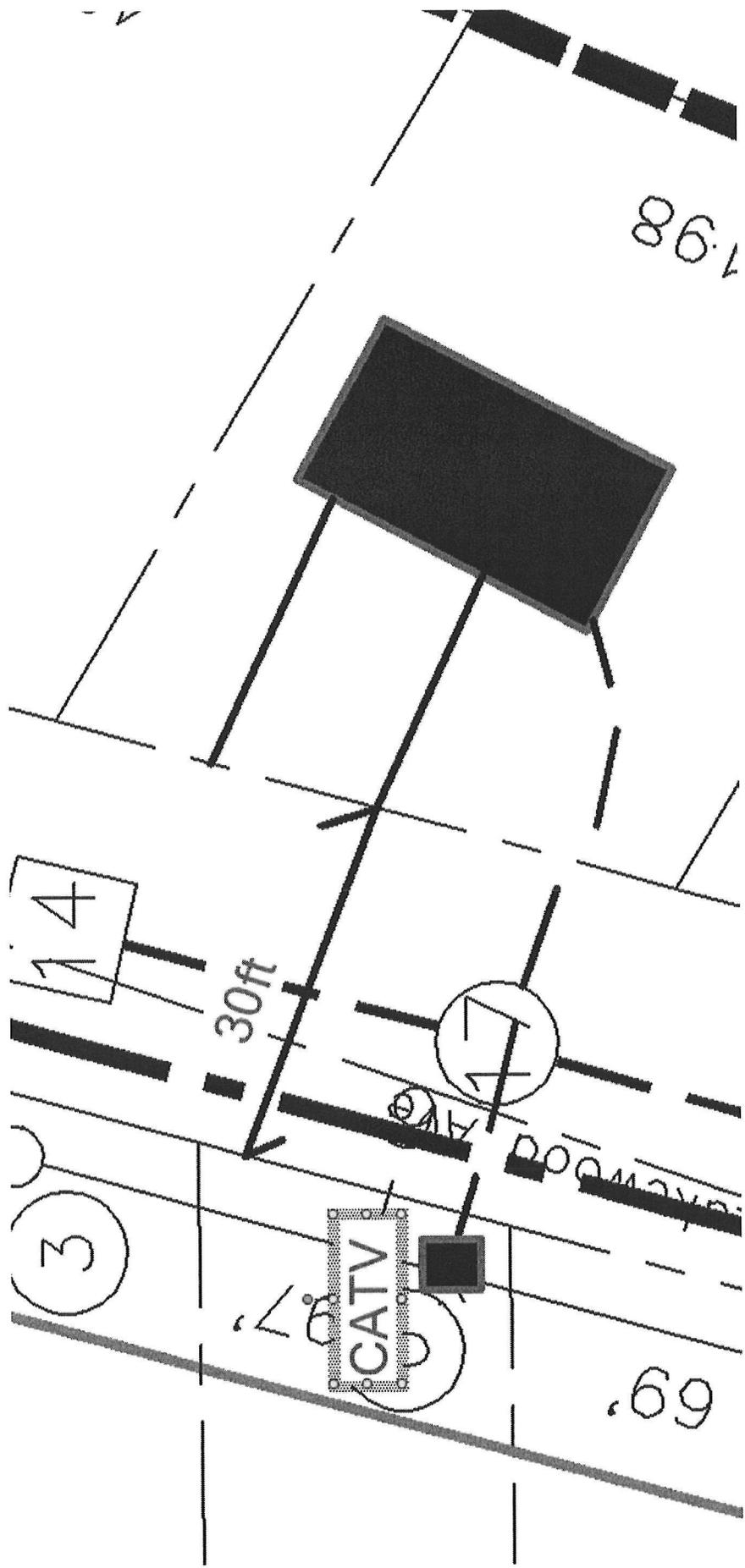
AUTHORIZATION OF PERMIT

Upon payment of permit fee in the amount of \$ - _____ and in consideration of the agreement to comply in all respects with the Street or Alley excavation ordinances and regulations applicable covering such operations, permission is hereby granted for the work to be done as described in the above application, said work to be done in accordance with special precautions required, as hereby stated:

It is expressly understood that this permit is conditioned upon replacement or restoration of the disturbed area to its proper condition in accordance with the appropriate rules and regulations.

APPROVED _____

DATED _____





**Town Board Meeting
September 9, 2020**

Agenda Number: 5.L – Consent Agenda

Subject: Right-of-Way Permit – Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve Comcast Permit to Install a New Underground Cable to 5326 Bald Eagle Boulevard by Boring the Service Under Short Street

Documentation: Town Engineer Correspondence / Map

Action / Motion for Consideration:

Receive Information / Discuss

Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve Comcast Permit to Install a New Underground Cable to 5326 Bald Eagle Boulevard by Boring the Service Under Short Street



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

September 2, 2020

Honorable Chairman and Town Board
White Bear Township, Minnesota

Re: Comcast Permit Application
5326 Bald Eagle Boulevard
White Bear Township, Minnesota
TKDA Project No. 17727.000

Dear Board Members:

Comcast has applied for a permit to install a new underground cable to 5326 Bald Eagle Boulevard by boring the service under Short Street. The attached map shows the project.

We recommend approval with the following conditions:

1. Contractor must protect watermain and sanitary sewer on Short Street.
2. Contractor must protect individual water and sanitary services on Short Street.
3. Disturbed areas shall be restored equal to or better than original condition.
4. If the relocation of these utilities becomes necessary in the future due to a public improvement, the utilities shall be relocated at no cost to the Township.
5. Call Gopher One-Call prior to any work.

Sincerely,

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

Jim Studenski, PE
Town Engineer

Enclosures

PERMIT NO. _____ CITY OF White Bear Township

APPLICATION FOR PERMIT FOR INSTALLATION OF UTILITIES OR FOR PLACING UNDERGROUND CONSTRUCTION

Name of Party or Organization performing work Comcast/TAK. Contact Dalton Stevens

Address 2948 Rice St, Little Canada Telephone No 1-605-254-2060

1. Nature of Work Bore under road From Northside of Short street to South Side of Short St

Type of Surface to be Disturbed _____
(Check type) Gravel Bituminous Concrete Boulevard

2. Location 5326 Bald Eagle Ave

Street, Avenue, and House number _____
(Additional Information attached when necessary)

3. Size and kind of pipe, conduit or cable 1"

Depth from Surface (Min. 18") 24"

4. Method of Installation or Construction (including method of compaction & excavation)

Plow

Pneuma Gopher & Tamper XX

Directional Bore

5. Work to start within when permitted days and completed within 120 days thereafter

6. Will detouring of traffic be necessary? NO If so describe rerouting

For Comcast

Signed by William Degel

Dated 8/13/20

The date when work is completed must be reported to the person designed by municipality.

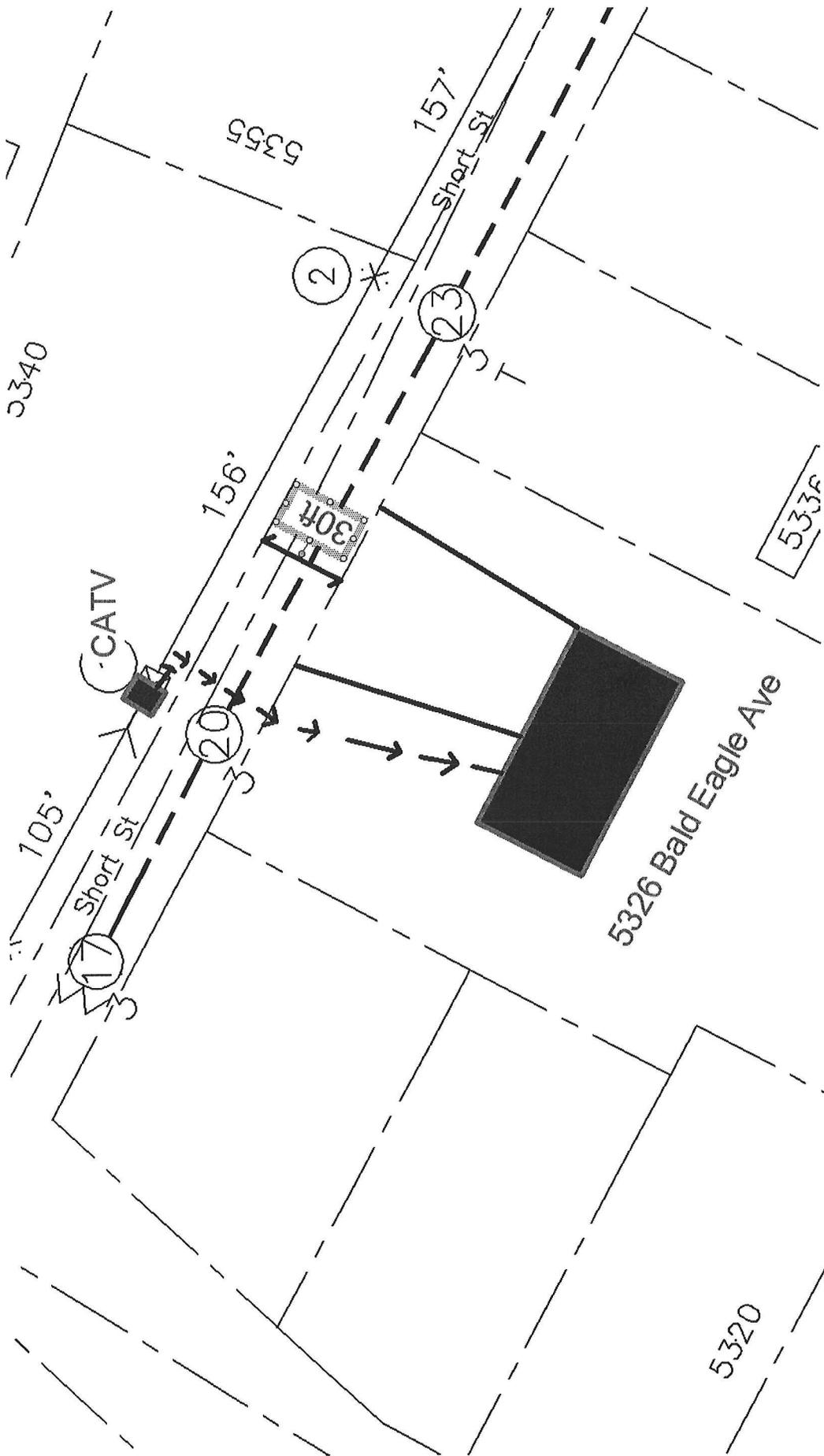
AUTHORIZATION OF PERMIT

Upon payment of permit fee in the amount of \$ - _____ and in consideration of the agreement to comply in all respects with the Street or Alley excavation ordinances and regulations applicable covering such operations, permission is hereby granted for the work to be done as described in the above application, said work to be done in accordance with special precautions required, as hereby stated:

It is expressly understood that this permit is conditioned upon replacement or restoration of the disturbed area to its proper condition in accordance with the appropriate rules and regulations.

APPROVED _____

DATED _____





**Town Board Meeting
September 9, 2020**

Agenda Number: 6.A – Old Business

Subject: Crescent Curve Street Light Installation – Approve Light Type & Location

Documentation: Association Email / Staff Memo w/ attachments

Action / Motion for Consideration:

Receive Information / Discuss

Based on Staff Review & Recommendation:

- 1) Approve the Street Light Installation at the End of the Crescent Curve Cul-de-Sac as it Meets the Town's Policy
- 2) Approve Street Light Type Option # 1 or # 2 – Option #1 is Preferred by the Association

**Minutes
Town Board Meeting
July 20, 2020**

CRESCENT CURVE STREET LIGHT INSTALLATION – APPROVE LIGHT TYPE & LOCATION:

The Town Planner introduced this agenda item. Residents within the Weston Woods development are requesting a street light installation. A map of the location is in the packet. The Township requires rational and support for the lights. The area, however, is owned by the association, so there was some discussion of the association needing to be involved as the proper party. There was a consensus that the Board needs a resolution from the Homeowners Association prior to acceptance.

Ruzek motioned to table this agenda item until the Town gets more information from the Homeowners Association. McCune seconded. Ayes all.

Patti Walstad

From: Tom Riedesel
Sent: Thursday, August 20, 2020 12:48 PM
To: Patti Walstad
Subject: FW: Crescent Curve Street Light

Please add this to the Sept. agenda. This is for the street light on Crescent Curve.
Thanks!

From: Frank [mailto:fdfitzpat@comcast.net]
Sent: Thursday, August 20, 2020 12:15 PM
To: Tom Riedesel <Tom.Riedesel@whitebear township.org>
Subject: Crescent Curve Street Light

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

Tom,

I left you a message about this and thought I would send you a note as well.

The Weston Woods of White Bear Township Association Board unanimously approved the installation of a street light in the cul-de-sac on Crescent Curve!

We believe the trenching option would not work due to the watering system. The boring option suggested seems best.

If you would like any other information from us please let me know.

Thank You,

Frank D. FitzPatrick
Association President

MEMORANDUM

TO: TOWN BOARD
FROM: TOM RIEDESEL
DATE: JULY 14, 2020 UPDATED SEPTEMBER 1, 2020

SUBJECT: STREET LIGHT PETITION
REQUEST: INSTALLATION OF STREET LIGHT ON CRESCENT CURVE

Residents on Crescent Curve have requested installation of a street light at the end of their cul-de-sac. Currently there is a light at the intersection of Greenhaven Drive and Crescent Curve and a second one midway down the block. The light at the end of the cul-de-sac would light up a dark area. The new light would be located approximately 350' from an existing street light.

The Town's Street Light Policy allows for installation of lights if the minimum spacing is at least 250' from another light.

The light location as proposed meets the street light installation policy requirements.

Staff has contact Connexus Energy for a cost to install the new light. Connexus provided two options for a light at the north end of the cul-de-sac. Both options include a 48w Traditionaire light on a fiber glass pole, consistent with other lights in the Town.

Option #1 is \$5,187.00 – This option proposes underground boring of the electrical wiring a distance of 155'.

Option #2 is \$4,208.00 – The difference is 60' of boring proposed plus 95' of trenching. The cost for trenching vs. boring is \$8.50/foot to trench and \$18.80/foot to bore.

Funding is available in the 2020 budget to install the light.

The Town Board should determine the option for installation if approved.

The Town Board reviewed the petition at the July 20th meeting. At that time the Town Board requested staff to contact the Weston Woods Homeowners Association for their comments. At their August Association meeting the Board unanimously approved the street light location at the end of Crescent Curve.

The Association requested the Town to consider option #1 which includes underground boring rather than trenching. The President of the Association requested that option in order to avoid damaging their irrigation system.

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

June 15, 2020

David R. MacMullan

708 Crescent Curve

White Bear Township, Mn 55127

Subject: Petition for Street Light on Crescent Curve

RECEIVED

JUN 15 2020

TOWN OF WHITE BEAR

We, the homeowners residing on Crescent Curve, respectfully submit this request for the installation of one (1) streetlight in accordance with the White Bear Township Street Light Policy to be located on the north side of the Cul-de-Sac located on the west end of Crescent Curve. There are no homes on the north side of this Cul-de-Sac since it is bordered by a wooded area which also borders an active railroad track. There is no other street lighting currently in this area. The closest streetlight is located an estimated 120 yards or more just north of 728 Crescent Curve and is not visible from the Cul-de-Sac area due to the curvature in the road leading to this area. This area is very dark at night and during the winter months, many residents leave for warmer areas of the country adding to the darkness and risk level for remaining owners. We also have many dog walkers using this area. In the past year or so it has been noted that more cars, not related to the area homes, will come and park late at night or early morning hours with no specific reason or purpose to be there. They tend to leave trash, smoke dope, or sit for extended periods. This area can also be easily accessed by a road through North Oaks immediately on the other side of the railroad tracks.

We feel that the addition of a streetlight will provide a more secure environment and visibility for the homeowners using the street during evening and late-night hours. We would hope that this would also help reduce the potential risk of home vandalism or break-ins in this area particularly during the winter when the snowbirds leave for warmer climates.

We would sincerely appreciate your consideration for the addition of this one streetlight.

Respectfully submitted



David R MacMullan



Petition For Street Lights

We respectfully request the installation of street lights at the following site(s):

NW CORNER of Cyl-de-Sac on CRESCENT CURVE

This is a very dark AREA esp. in winter. AREA Adjoins wooded AREA and RAILROAD tracks. Nearest light located north of

<u>Name</u>	<u>Address</u>
Dore End Mary Goplen	740 Crescent Curve
David Van Wagon	708 Crescent Curve
Kerene P. Skypok	710 Crescent Curve
Lynn S. Heister	702 Crescent Curve
Don Trumbull	721 Crescent Curve
Barbara Kaping	714 CRESCENT CURVE
	716 Crescent Curve
Devinne Sanford	720 Crescent Curve
Michael A. Hattin	723 Crescent Curve
	727 CRESCENT CURVE
Debbie Anderson	722 Crescent Curve
Lynn O'Connell	726 Crescent Curve
Cathy G. Smith	728 Crescent Curve
Nancy & Tom Kerser	729 Crescent Curve
John Leidel	704 Crescent Curve
Barbara Ho	734 Crescent CURVE
John Holth	738 CRESCENT CURVE
Shawn Adams	744 Crescent Curve



WHITE BEAR TOWNSHIP STREET LIGHT POLICY

Street lights may be installed in the following locations in response to requests from Township residents, or at the initiation of the Town Board:

1. Intersections.
2. Sharp horizontal curves.
3. Crests of hills.
4. Creek crossings, rail crossings or other potentially hazardous areas.
5. At a maximum spacing of 600 feet.
6. At a minimum spacing of 250 feet. The minimum spacing may be less than 250 feet in high density developments.

* Street lights installed in White Bear Township shall be "traditional" style decorative fixtures with a fiberglass pole and a uniform mounting height (approximately 18'). The more common "cobra-head" style may be used when it is determined by the Town Board that:

1. An existing utility pole can be utilized for mounting.
2. In neighborhoods where there are existing overhead lights with power poles and the cobra-head type fixtures are common.

** Where there are existing street light fixtures to be replaced, they are to be replaced with traditional style fixtures.

Passed by the Town Board July 30, 1990

Amended March 16, 1992
Amended August 15, 1994
Amended November 6, 1995

Tom Riedesel

From: Steve Sell <Steve.Sell@connexusenergy.com>
Sent: Wednesday, July 1, 2020 3:27 PM
To: Tom Riedesel
Cc: Stacy Bakken; Becky Bergherr
Subject: Crescent Curve Cul-de-sac Light

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

Hello Mr. Riedesel,

Per our conversation, I have prepared two different estimates for your consideration. One estimate is for boring the entire length between the transformer and proposed light location, the other is for boring across the roadway and then trenching the rest of the distance to the proposed light location. Both estimates provided are for the 48W Traditionaire LED light on the 14' black fiberglass direct bury pole with a natural finish, which matches the existing lights in the development. If you would like to explore other lighting options, please let me know and I would be happy to prepare those estimates for you as well. Once you have had a chance to look them over, please let me know which option you would like to pursue, at your earliest convenience, and I will prepare the final estimate along with the Lighting Exhibit for your final review and approval. Have a happy and safe 4th of July.

Boring Only Estimate:

- (1) 48W Traditionaire LED light on the 14' black fiberglass direct bury pole with a natural finish - \$1,583.00
- (1) Schroeder Construction Pole Set-up Fee - \$415.00
- (155') Boring Charge @ \$18.80/foot - \$2,914.00
- (1) White Bear Township Permit Fee and Connexus Energy Administration Fee - \$275.00
- Total Estimated Cost: \$5,187.00

Boring/Trench Estimate:

- (1) 48W Traditionaire LED light on the 14' black fiberglass direct bury pole with a natural finish - \$1,583.00
- (1) Schroeder Construction Pole Set-up Fee - \$415.00
- (60') Boring Charge @ \$18.80/foot - \$1,128.00
- (95') Trench Charge @ \$8.50/foot - \$807.50
- (2) White Bear Township Permit Fee and Connexus Energy Administration Fee - \$275.00
- Total Estimated Cost: \$4,208.50

Thank you,

Steve Sell

Distribution Designer | Connexus® Energy

Phone: 763.323.2698

Steve.Sell@connexusenergy.com | www.connexusenergy.com

Facebook: [Like Us](#) | Twitter: Follow [@ConnexusNews](#) | LinkedIn: [Connect With Us](#) | Instagram: [Connexus.Energy](#)

--- your most powerful membership™ ---



Town Board Meeting September 9, 2020

Agenda Number: 6.B – Old Business

Subject: Polar Lakes Park Restrooms:

1. Award Contract.
2. Authorize TKDA to Perform Construction Management Services.
3. Authorize Purchase of Romtec Restroom Buildings.
4. Receive & Approve Tree Removal Quote

Documentation: Town Planner Memo (bid docs will be on hand at mtg)
Town Planner Memo – Romtec Purchase
Public Works Memo w/tree quotes

Action / Motion for Consideration:

Receive Information / Discuss

Based on Park Board & Staff Review & Recommendation:

- 1) Award the Contract to Dering Pierson Group in the Amount of \$450,673.00 With Funding From the Polar Lakes Park Fund by the Issuance of Abatement Bonds
- 2) Authorize TKDA to Perform Construction Management Service in an Amount Not to Exceed \$17,825.00 – Letter to be handed out at mtg.
- 3) Authorize Purchase of Romtec Restroom Buildings in the Amount of \$302,935.88 With Funding From the Polar Lakes Park Fund by the Issuance of Abatement Bonds
- 4) Receive Tree Removal Quotes & Award Quote to PLT in the Amount of \$12,000.00 With Funding From the Polar Lakes Park Fund by the Issuance of Abatement Bonds

POLAR LAKES PARK – REVIEW OF RESTROOM PROPOSALS – MAKE RECOMMENDATION – PLAYGROUND OPTIONS – TREE REMOVAL:

Review of restroom proposals – make recommendation: The Town Planner reported that the memorandum in the packet summarized the bids that came in on August 12th. There were 6 bid. Bidders were offered two options to bid on. The Town looked at the Public Restroom Company, based in Nevada, for a prefabricated structure and Romtec for a modular structure. The Park Board asked if local contractors bid on the project. Five companies, all local, chose the construction of the Romtec modular structure. The Public Restroom Company's bid was \$790,431.00, which will include the buildings. The lowest bid the Town received was from Dering Pierson Group out of Rogers, Minnesota, for \$450,673.00. The Town would purchase the buildings from Romtec with this option at a cost of \$302,936.00. The total will be \$753,609, which is about \$36,000 less than the Public Restroom Company's bid.

There was some discussion of the Town going with the lowest bidder, or whether the Public Restroom Company would be the better option. The Public Works Director reported that he had done some research on how Romtec ships in the product on pallets and he explained how the materials delivery was explained to him. The walls come in, the plumbing still has to be set up, etc. Verses the Public Restroom Company comes in as an actual building and a crane has to install the large pieces. The plumbing still has to be hooked up. The Public Works Director spoke with the representative from Dering Pierson and is comfortable with the work they will do. He gave some examples of recent work Dering Pierson has done.

There was a question about the lighting and whether everything was efficient. It was noted that the bulbs are LED and everything is as efficient as possible for the Township. There was a question on the warranty period. The Public Works Director noted that there is a 1-year warranty and the contractor supplies a 1-year warranty, but the product's warranty begins once it's been completed and is transported. There was some discussion over the pay grade and it was agreed that the laboring agreement with a prevailing wage is preferred. It was noted that since the project is not a federally funded project it doesn't have to be a prevailing wage project, but the Town did add that specification in the addendum of the bid documents. There was some brief discussion on the ability to use the restrooms during the winter, perhaps during Hockey Day Minnesota. Staff will have to see, the plumbing may not be able to handle it as it is engineered to be a fair season weather building.

It was noted that since the pricing and bidding of this project is close, that it validates both bids: Public Restroom Company and Dering Pierson with the Romtec modular. Both price and value of work are important to the Township.

Josephson made a motion to recommend to the Town Board to go with Dering Pierson Group. Lee seconded. Ayes all.

Playground options: The Town Planner reported that the Town just issued a bond so the playground can be done with this bond that has a 15-year payback period.

Tree removal: The Town Planner reported that he had sent the Park Board members an email for consideration of some tree removal in Polar Lakes Park. The trees are not conducive to the building of the restrooms, and it was noted that it will be nice to clear the view of the playground. The cost of the tree removal is \$12,000 for both the north location and the area next to the office. It was the consensus that this tree removal is a good step in the process as the trees proposed for removal are poor quality. It was noted that this is a separate contract, not included in the playground equipment or restroom contract. The Town will pay the \$12,000 however the Finance Officer sees fit, whether from budget or from the bond.

Akenson made a motion to recommend the Town Board to accept the bid for \$12,000 to remove trees. Reeves seconded. Ayes all.

Minutes
Town Board Meeting
August 17, 2020

POLAR LAKES PARK RESTROOMS – RECEIVE BIDS & REFER TO PARK BOARD FOR REVIEW & RECOMMENDATION: The Town Clerk reported that the Town received bids from contractors. The Town had received the two separate types of restroom models: the modular and the prefabricated structure. The Town Attorney confirmed that because the bid advertisement stated as such and the potential bidders were notified, there should be no issue. This is a unique item. The memorandum shows the summary of bids. With the Town paying for the cost of the Romtec buildings, the low bidder is Dering Pierson Group with a total cost of \$755,673.00; the second lowest bidder is Ebert Construction at \$782,700.00; and the third lowest bidder is the Public Restroom Company at \$790,431.00. This agenda item will be sent back to the Park Board for review & recommendation.

Ruzek moved based on Town Planner review & recommendation to receive the bids & refer to Park Board for review & recommendation. McCune seconded. Ayes all.

Minutes
Town Board Meeting
July 6, 2020

POLAR LAKES PARK RESTROOMS: The Town Planner showed the Board the map of Polar Lakes Park, and reported that the Park Board reviewed this agenda item and approved the shown locations for restrooms. The first restroom's original location was approved and the second restroom's location was relocated to the north side of the playground, due to proximity to the playground and sewer connection.

The Park Board also reviewed designs from a couple of companies and decided upon seeing a design on a 6 stall restroom and a 10 stall restroom, each having 2 family rooms. The options are for either: Romtec, which creates modular restrooms to be pieced together by a contractor; Public Restroom Company, which creates an entire restroom to be placed on a slab by a crane; or a custom build. It was noted that the bid packages give an approximate price. The Town can submit either option for bid and give dimensions for local contractors to submit bids.

There was some discussion on the exact sizes. Dimensions were given and are shown in the packet. It was noted that the Town Building Inspector will help the Town Planner fine tune the wording on the bid notice for publication.

Based on Park Board & staff review & recommendation Ruzek moved to adopt plan location as outlined. McCune seconded. Ayes all.

Based on Park Board & staff review & recommendation Ruzek moved to authorize advertisement for bids. McCune seconded. Ayes all.

MEMORANDUM

TO: PARK BOARD / TOWN BOARD
FROM: TOM RIEDESEL
DATE: AUGUST 12, 2020

SUBJECT: POLAR LAKES PARK RESTROOM BIDS

The Town solicited proposals to construct two restrooms at Polar Lakes Park. The bid opening was held on August 12th at 10: 00 a.m.

Six proposals were received. Five of the bidders chose the Romtec buildings option. This option is for construction of the buildings which are purchased by the Town from the Romtec Corporation. The cost for the Town to purchase the buildings is \$305K, under a government purchasing contract.

A bid was also received from Public Restroom Company (PRC) which proposes to supply the buildings and labor. The cost of their restroom buildings is included in the bid and does not include the Town purchasing the buildings under a government contract.

The following are a summary of the bids:

#1	Dering Pierson Group =	\$450,673.00
#2	Ebert Construction =	\$477,700.00
	Welsh Construction =	\$543,390.00
	Hout Construction =	\$589,731.76
#3	Public Restroom Company =	\$790,431.00 * includes buildings
	Weber Construction =	\$997,000.00

The Town's cost for the buildings must be added to the Dering Pierson, Ebert, Welsh, Hout, and Weber construction bids. This cost is \$305K.

With the Town paying for the cost of the Romtec buildings, the apparent low bidder is Dering Pierson with a total cost of \$755,673.00. Ebert Construction was the second lowest bidder at \$782,700. PRC had the third lowest bid at \$790,431.

Note: There will be additional costs/contractors which must be added to the cost of the project. These costs are not part of the bids and will be paid by the Town. These costs include: tree removal, stump removal, site grading and extension of sewer and water to the buildings.

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

MEMORANDUM

TO: TOWN BOARD
FROM: TOM RIEDESEL
DATE: SEPTEMBER 2, 2020

SUBJECT: POLAR LAKES PARK RESTROOM PURCHASE

Town staff and the Park Board have been reviewing options for construction of restrooms in Polar Lakes Park for several years. The options considered were (1) hiring an architect to design the building or (2) buy a prefabricated building(s) which are shipped to the park.

The Park Board preferred the less expensive option of the prefabricated buildings and reviewed plans from Romtec Corporation and Public Restroom Company.

The request for bids asked contractors to consider both of the prefabricated options but also gave them the option to custom build the buildings.

The two lowest bids proposed using the Romtec building option. With this option, the Town would purchase the buildings directly from Romtec, under a State contract.

Diering Pierson Group provided the lowest bid to construct the Romtec buildings.

The Town Board action requested is to approve the purchase of Sierra, Model 2074 and Model 2098 buildings from Romtec as specified.

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



18240 North Bank Rd.
 Roseburg, OR 97470
 P: 541-496-3541
 F: 541-496-0803
 E: service@romtec.com

Date

8/20/2020

PROPOSAL/PO AEPA 019.5B
Polar Lakes Park Restrooms 1 & 2



Customer: White Bear Township
 Tom Riedesel
 1281 Hammond Road
 White Bear Township, MN 55110

Quantity	Building Proposal Description		Extended Price
1	(Restroom #1) 2074 Sierra Multi-User Restroom with Single-User Restroom "Building Supply ONLY" per Romtec Specifications dated 6/12/2020 included in Addendum #1	\$	135,805.49
1	(Restroom #2) 2098 Sierra Multi-User Restroom with Single-User Restroom "Building Supply ONLY" per Romtec Specifications dated 6/12/2021 included in Addendum #1	\$	163,795.44

Cooperative Purchasing Connection Discount: Available only to members of the Cooperative Purchasing Connection cooperative.	5.00%	\$	(14,980.05)
Freight to: White Bear Township, MN		\$	18,315.00
ROMTEC INC. PURCHASE ORDER TOTAL		\$	302,935.88

*Sales or use Tax is not included in the above price. Sales or use taxes may be required for your project depending on Nexus requirements.

*Romtec charges 2.75% of total contract value for the bonding rate (if required). Unless specifically stated in the above quote, this amount is not included in the total amount shown, and may be applicable at the time of invoice.

*This proposal includes the design & engineering by Romtec Inc. to produce a complete plan set that will meet the architectural and engineering code required in your state. In some cases local code may vary from typical state requirements and may result in a change in price that could not have been anticipated at time of quote.

*All prices listed above are F.O.B. Roseburg, OR. Freight prepaid and added. Delivery will be in accordance with a mutually agreed upon timeline as stated in the Romtec Inc. Notice to Proceed on Production document.

*This proposal is effective for 90 days from above date; thereafter all prices are subject to change without notice

*Non-Agency orders must be placed on Romtec Inc. purchase order forms.

*Shipping price is effective for 30 days from above date; thereafter the shipping price is subject to change without notice.

*Quote based on - roof snowload of 25psf, IBC Seismic Design Category: C, Design Wind Speed: 115 MPH, Allowable Soule Bearing: 1500 psf, Occupancy Type: U, Construction: VB.

*A payment schedule and terms will be established after the Purchase Order is received. Romtec Inc. will often require a deposit payment upon receipt of the signed Submittal Approval & Notice to Proceed on Production document. Any deposit amount will be defined with the forthcoming payment schedule.

*Romtec Inc. reserves the right to update its purchase order price if, for any reason, the time frame from received of Purchase Order to subsequent Scope of Supply and Design Submittal Approval with Notice to Proceed on Production by Romtec Inc.'s Customer exceeds 90 days.

*Design Services include an initial unsealed plan set on 11x17 format and one sealed revision in response to comments (excluding Romtec Trads and Originals; Romtec Trads and Originals do not include sealed plans. Sealing for these plans is only available upon request and may result in additional fees). In any additional revisions, if sealing or changing in plan set size are requested or required, an additional design service will be charged.

*The pricing defined in this proposal is contingent upon the customer signing this form and agreeing to the Romtec terms and conditions defined in this proposal. Any modifications to the terms and conditions defined herein may result in a price increase.

***The above prices, Terms & Conditions are satisfactory and are hereby accepted. Romtec Inc. is authorized to begin work on the Scope of Supply and Design Submittal document, which the customer will review prior to approval and Notice to Proceed on Production. Additionally, the customer will complete the Customer & Project Information request as quickly as possible so that payment terms, and if applicable bonding requirements, can be established. The customer understands that by accepting this proposal they are issuing a Purchase Order for the project detailed above, but that production will not begin and delivery or installation dates cannot be established until the customer has granted submittal approval and notice to proceed on production.**

Customer/Owner Authorized Signature

Date

Romtec Inc. Authorized Signature

Date

Ed M. Prud'homme

Customer/Owner Printed Name

Romtec Inc. Printed Name

White Bear Township

Customer/Owner Company



Proposal Terms & Conditions

Romtec, Inc. (ROMTEC) will provide the scope of supply as listed on the purchase order related hereto in accordance with the following terms and conditions:

Terms of Payment

Romtec offers terms upon approved payment bond and credit approval by Romtec's accounting department (to be determined at the time the Purchase Order is finalized and executed). Payments may be by check or wire transfer, Visa, MasterCard, Discover or American Express (a separate fee will be charged for payments exceeding \$20,000 made by credit card and for all COD deliveries). Romtec may agree to accept COD payment by bank certified funds or cashier's check if a carrier selected by Romtec ships materials.

Credit terms

Upon execution of the Purchase Order agreement, Customer shall provide a completed credit application (subject to Romtec's approval) and evidence of payment bond securing Customer's obligation to pay the balance of the purchase price in full. Credit terms are conditional and may be modified subsequent if in the opinion of Romtec management, new information or conditions warrant such modification.

Payment terms

To be established by Romtec's accounting department upon receipt of credit application.

Deviation from payment

Time is of the essence with respect to Buyer's payment of the purchase price, and timely payment shall not be delayed or excused for any reason. Payment agreement between Buyer and other parties, or failure by other parties to pay Buyer or perform any agreement with Buyer shall not result in delay of payment to ROMTEC. ROMTEC does not accept partial payments, any offsets, and/or retainage against the Purchase Order price. Should Buyer not act according to the terms of payment for any reason, the terms granted will be revoked and any remaining goods or services not yet delivered are subject to pre-payment terms whereby payment, in full, is due 10 days prior to delivery. Any amounts not paid when due shall bear interest at the rate of 15 percent per annum or the highest lawful rate applicable, if such rate is less than 15 percent, from the date payment was due. For accounts that are 15 days or more past due, Romtec will withhold all warranty service until the account is fully paid and in good standing. This does not affect the warranty period timeframe.

Tax

Unless otherwise indicated on the ROMTEC quote or purchase order, any sales, use, consumption, value added or other goods/services based tax imposed by a state; county/local or other agency with jurisdictional authority is excluded from this order. Buyer is responsible for remitting any taxes that are applicable.

Change Orders

All Change Orders must be signed by the Buyer. Prices stated herein are valid for 90 days from the purchase order date, or two weeks from the purchase order date if unsigned, at which time ROMTEC may adjust its price if cost factors warrant. A change order will apply (charges will vary depending on the circumstances) for the following design/engineering events: (i) incurred costs related to ROMTEC making more than two revisions of plan documents in response to review comments, (ii) incurred costs of "resealing" plan documents, and (iii) incurred costs of changing plan set sizing from the standard 11" x 17" format. Additionally, any modifications (for any reason) to ROMTEC's Scope of Supply & Design Submittal, prior to formal approval, may result in a price adjustment. Any modification to ROMTEC's Scope of Supply & Design Submittal, after formal approval, requested or required by Buyer for any reason shall be performed by ROMTEC at Buyer's expense, as follows: (i) Buyer shall submit a written description of the modifications to ROMTEC; (ii) within 14 days of receipt of Buyer's description, ROMTEC shall provide to Buyer a written price quote for the modifications requested; (iii) Buyer shall pay the Change Order Invoice to ROMTEC in accordance with payment terms.

Delay of Project

Should progress of the project be delayed to where ROMTEC cannot produce and deliver six months from the date the purchase order is signed, Buyer will reimburse ROMTEC for all design and administrative expenses related to the completion of the Scope of Supply & Design Submittal as compensation for design services rendered, as well as expenses related to the authorized purchase or production of items requested. Additionally, Buyer agrees to accept cost increases that may occur during the time the project is delayed.

Terms of Delivery

ROMTEC will not be liable for any delay in the performance of orders or contracts, or in the delivery or shipment of goods, or for any damages suffered by the Buyer by reason of such delay, when such delay is beyond ROMTEC's control. All goods are shipped F.O.B. Roseburg, Oregon, which means that the risk of loss or damage to the goods and risk of delays in transit passes to the Buyer when the goods are duly delivered to the carrier at Roseburg, Oregon. ROMTEC has no control over arrival time of a shipment, and shall not be responsible for delays in shipments once the goods leave ROMTEC's plant.

- a. Procedures for Handling Products. ROMTEC's suggested procedures for handling products are as follows:
- (1) All ROMTEC materials, whether palletized or separated from a pallet, must be handled per the instructions detailed in the ROMTEC Scope of Supply & Design Submittal with respect to the specified model of ROMTEC restroom facility or component.
 - (2) All material received from, but not manufactured by ROMTEC must be handled per the specific handling instructions of the manufacturer of the material.
 - (3) PROPER HANDLING EQUIPMENT, ITS SUPPLY AND OPERATION ARE STRICTLY THE RESPONSIBILITY OF THE BUYER.

Description of Products and Warranty

ROMTEC's Scope of Supply & Design Submittal document (provided subsequent to this order) contains & defines ROMTEC's complete offering of its products and services (as applicable). In addition, Section 4 of the Scope of Supply & Design Submittal defines ROMTEC's Limited One Year Warranty.

Time of Shipment and Delivery

Unless otherwise specified on the purchase order, ROMTEC may ship goods pursuant to an order at any time after the goods are completed and ready for shipment. Further, unless payment has been made in advance, if a carrier holding a ROMTEC shipment ordered by a Buyer is ready to deliver the goods to the Buyer, the Buyer agrees to accept the goods at the carrier's earliest possible delivery date and time.

Store & Invoice

If Buyer delays shipment, regardless of the reason for delay, ROMTEC is permitted to invoice and the Buyer accepts the obligation to pay ROMTEC under its agreed upon payment terms, using the date the order was ready for shipment as the invoice date (if prepayment or COD terms apply, payment is due within 7 days from the time of delay). Once the order is invoiced, the materials shall become property of the agency/contractor. Further, ROMTEC may at its sole discretion invoice the Buyer for a minimum of \$450 per month for on-site storage. Deliveries that are delayed by the Buyer may be canceled by ROMTEC and the goods returned to ROMTEC at its discretion. Any costs or difficulties arising from the Buyer's act in delaying receipt of ROMTEC's shipments are the complete responsibility of the Buyer. The Buyer agrees to pay for the complete shipping cost if ROMTEC elects to cause the goods to be returned to ROMTEC or delivered to another Buyer.

Cancellation

Mutual acceptance of the purchase order indicates notice for ROMTEC to proceed with the provision of design services required in completing its Scope of Supply & Design Submittal. Should Buyer cancel its purchase order prior, the following fee schedule will take effect:

1. Cancellation after Purchase Order: 30% of total contract value due
2. Cancellation after Purchase Order and Submittal Approval but prior to Notice to Proceed on Production: 75% of total contract value due
3. Cancellation after Purchase Order, Submittal Approval, AND Notice to Proceed on Production: 100% of total contract value due

In addition, Buyer shall reimburse all expenses related to the authorized purchase or production of items requested prior to approval of the Scope of Supply & Design Submittal. ROMTEC requires that Buyer indicate approval of its supply offering by executing the signature page of its Scope of Supply & Design Submittal document and Notice to Proceed on Production. Upon granting ROMTEC approval of its Scope of Supply Design Submittal and Notice to Proceed on Production of the building kit package, the Buyer is waiving any rights to cancel its purchase order. ROMTEC does not accept returns or exchanges.

Contract Documents

Together with this Purchase Order, the following constitute the "Contract Documents" and the entire contract between the parties, either written or oral: (i) ROMTEC's Scope of Supply & Design Submittal, and (ii) Change Order form (if applicable).

Attorney Fees

If Buyer fails to pay any amount when due, and ROMTEC incurs any expenses in pursuit of collection, Buyer agrees to pay the reasonable attorney fees (whether or not litigation is commenced) and other costs of such collection.

In any dispute involving the interpretation or enforcement of this agreement or involving issues related to bankruptcy (whether or not such issues relate to the terms of this agreement), the prevailing party shall be entitled to recover from the non-prevailing party reasonable attorney fees, paralegal fees, costs, disbursements, and other expenses incurred by the prevailing party in the dispute, including those arising before and at any trial, arbitration, bankruptcy, or other proceeding, and in any appeal or review thereof. In addition, the amount recoverable by the prevailing party shall include an amount estimated as the fees, costs, disbursements, and other expenses that will be reasonably incurred in collecting a monetary judgment or award, or otherwise enforcing any order, judgment, award, or decree entered in the proceeding.

This agreement shall be interpreted and enforced according to the laws of the state of Oregon. The parties irrevocably submit and consent to the jurisdiction of the circuit courts of the State of Oregon for Douglas County, with respect to litigation regarding any dispute, claim or other matter related to this contract.

Controlling Provisions

The terms and conditions of this Purchase Order shall supersede and control any provisions, terms, and conditions contained on any confirmation order, Purchase Order, or other writing the Buyer may give or receive, and the rights of the parties shall be governed exclusively by the provisions, terms, and conditions hereof.

Binding effect

This Purchase Order agreement shall be effective and in force only when signed by Buyer and also signed by ROMTEC. ROMTEC must consent to any assignment of this Purchase Order agreement in writing. Subject to any restrictions upon assignment, this Purchase Order agreement shall be binding on and inure to the benefit of the heirs, legal representatives, successors, and assigns of the parties.

Notice

All notices required by this Purchase Order agreement shall be in writing addressed to the party to whom the notice is directed at the address of that party set forth in this Purchase Order agreement and shall be deemed to have been given for all purposes upon receipt when personally delivered; one day after being sent, when sent by recognized overnight courier service; two days after deposit in United States mail, postage prepaid, registered or certified mail; or on the date transmitted by facsimile. Any party may designate a different mailing address or a different person for all future notices by notice given in accordance with this paragraph.

Modification

No modification of this Purchase Order agreement shall be valid unless it is in writing and is signed by all of the parties.

Interpretation

The paragraph headings are for the convenience of the reader only and are not intended to act as a limitation on the scope or meaning of the paragraphs themselves. This agreement shall not be construed against the drafting party.

Severability

The invalidity of any term or provision of this agreement shall not affect the validity of any other provision.

Waiver

Waiver of any party of strict performance of any provision of this Purchase Order agreement shall not be a waiver of or prejudice any party's right to require strict performance of the same provision in the future or of any other provision.

Counterparts

This Purchase Order agreement may be executed in multiple counterparts, each of which shall constitute one agreement, even though all parties do not sign the same counterpart.

Force Majeure

Neither party will be liable for any delay or failure in the performance of any obligation under this Agreement or for any loss or damage (including indirect or consequential damage) to the extent that such nonperformance, delay, loss, or damage results from any contingency that is beyond the control of such party, provided such contingency is not caused by the fault or negligence of such party. A contingency for the purposes of this Agreement includes Acts of God, fires, floods, earthquakes, explosions, storms, wars, hostilities, blockades, public disorders, pandemic or other public health emergency, quarantine restrictions, embargoes, strikes, other labor disturbances or down time, unavailability of electronic communication lines or equipment, and compliance with any law, order or control of, or insistence by any governmental or military authority.

Date: September 1, 2020

To: Town Board

From: Peter Tholen, Field Maintenance Supervisor; Dale Reed, Public Works Director

Re: Polar Lakes Park Upper Bathroom Building Site Tree Removal

The location of the proposed upper bathroom building needs tree removal before the building pad work can begin. Staff has received two quotes for the removal of the trees within the limits of the building pad and most of the trees east of the pad to the Administration Building. The existing Spruce and Red Pine trees will be left while removing the Cottonwoods, Chinese Elm, Buckthorn and other miscellaneous scrub trees. The Park Board reviewed and discussed the two quotes at the last meeting. They recommended that the Town Board approve the quote from Precision Landscape & Tree (PLT) for \$12,000.00. Below are the tree contractors and their respective quotes:

1. PLT for \$12,000.00
2. SavATree for \$13,750.00

Funding for this work will be from the Polar Lakes Park Fund by the issuance of Abatement Bonds.

Town Board action is to accept the quotes and approve the quote from PLT for 12,000.00.



PRECISION
LANDSCAPE & TREE

PROPOSAL

Generated uniquely for
White Bear Township
Please sign and return
to the office.

50 S Owasso Blvd East Little Canada, MN 55117
651-484-2726 | www.precisiontreemn.com

White Bear Township 202008190

Wednesday, August 19, 2020

White Bear Township
1281 Hammond Road
White Bear Township, MN 55110

Phone: 651-747-2750
Email: dale.reed@ci.white-bear-township.mn.us

Estimator: Paul Pinkalla | Consulting Arborist
Precision Landscape & Tree, Inc.
Cell: 651-295-8535
Email: paul@precisiontreemn.com

Worksite: 1270 Hammond Rd
white bear lake, MN 55110

All work is done in accordance to ANSI tree care standards.

#	Item	Description	Qty	Cost	Initial
1	Trees	Tree and Stump Removal All trees NOT tagged with pink ribbon between the building and playground and north of the playground. Remove to ground - Haul debris. Grind stump 6"-8" below grade - Haul debris.	0	\$12,000.00	
				Subtotal:	\$12,000.00
				Tax:	\$0.00
				Section Total:	\$12,000.00

Notes: Thank you for choosing Precision Landscape and Tree.

Any and All private lines ran underground are the responsibility of the home owner to have marked, flagged, & mapped out. Any damage caused to unmarked lines are not the responsibility of Precision Landscape and Tree.
Note: This proposal may be withdrawn by us if not accepted within 30 days.

Subtotal: \$12,000.00
Tax: \$0.00
Total: \$12,000.00

Signature

Date

Paul Pinkalla

08/19/2020

Paul Pinkalla

Date



Our arborists are always ISA certified:
Josh Hielsberg Certification # MN4556A
Paul Pinkalla Certification # WI0653A





PRECISION
LANDSCAPE & TREE

PROPOSAL

Generated uniquely for
White Bear Township

Please sign and return
to the office.

50 S Owasso Blvd East Little Canada, MN 55117
651-484-2726 | www.precisiontreemn.com

White Bear Township 20200819

Wednesday, August 19, 2020

White Bear Township
1281 Hammond Road
White Bear Township, MN 55110

Phone: 651-747-2750

Email: dale.reed@ci.white-bear-township.mn.us

Estimator: Paul Pinkalla | Consulting Arborist
Precision Landscape & Tree, Inc.
Cell: 651-295-8535
Email: paul@precisiontreemn.com

Worksite: 1270 Hammond Rd
white bear lake, MN 55110

All work is done in accordance to ANSI tree care standards.

#	Item	Description	Qty	Cost	Initial
1	Trees	Tree and Stump Removal 4 cottonwoods, elm,spruce, and cedar tree north of the playground. Remove to ground - Haul debris. Grind stump 6"-8" below grade - Haul debris. Play ground and parking lot will need to be closed for the duration of the work.	0	\$4,000.00	
				Subtotal:	\$4,000.00
				Tax:	\$0.00
				Section Total:	\$4,000.00

Notes: Thank you for choosing Precision Landscape and Tree.

Any and All private lines ran underground are the responsibility of the home owner to have marked, flagged, & mapped out. Any damage caused to unmarked lines are not the responsibility of Precision Landscape and Tree.

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Subtotal:	\$4,000.00
Tax:	\$0.00
Total:	\$4,000.00

Signature

Date

Paul Pinkalla

08/19/2020

Paul Pinkalla

Date



Our arborists are always ISA certified:
Josh Hielsberg Certification # MN4556A
Paul Pinkalla Certification # WI0653A



Patti Walstad

From: Mike Sombrio <msombrio@savatree.com>
Sent: Wednesday, August 19, 2020 7:36 PM
To: Pete Tholen
Subject: Admin Building Project

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

Hi Pete,

It would be \$4700 to cut and grind stumps around area A. Stump grindings would be left onsite.

Area B would be \$13,750 to cut and grind stumps around area A. Stump grindings would be left onsite.
We would leave the evergreens.

Best regards,

Mike Sombrio
Savatree
B.S. Urban Forestry U of MN
ISA Certified Arborist MN 4043A
651.900.5684



Town Board Meeting September 9, 2020

Agenda Number: 6.C – Old Business

Subject: **Emergency Management Team Report:**

1. Ramsey County COVID 19 Incident Management.
2. Contract Group Update.
3. Attorney Update.
4. Operations Logistics/Administrative Offices.

Documentation: None

Action / Motion for Consideration:

Receive Information / Discuss

Minutes
Town Board Meeting
August 17, 2020

EMERGENCY MANAGEMENT TEAM REPORT:

- 1. Ramsey County COVID-19 Incident Management:** The Town Clerk reported that there was just extensive conversation with the joint EDAB/EDA meeting regarding the CARES Act and Town staff is moving forward. There will be discussion regarding the reimbursable public safety expenditures and the HVAC system at the Town Board Executive meeting.
- 2. Contract Group Update:** There will be more to update about the reimbursable public safety expenditures after Thursday the 20th.
- 3. Attorney Update:** There was nothing new to update.
- 4. Operations Logistics/Administrative Offices:** There is nothing new to update.



Town Board Meeting September 9, 2020

Agenda Number: 7.A – Public Hearings

Subject: Ordinance No. 35 Amendments – Consider Amending Section 7-12 Relating to the Raising of Chickens

Documentation: Staff Memo / Public Notice / Publication Proof / Ordinance No. 35 Amendment

Action / Motion for Consideration:

Receive Information / Discuss

- Note Proper Publication of the Hearing Notice in Newspaper & Waive Reading of Notice
- Open Public Hearing
- Open Public Comment Portion – Ask for Comments
- Close Public Portion of Hearing

Based on Planning Commission & Staff Review & Recommendation Adopt the Amendment to Ordinance No. 35 Adding Definitions to Section 3 & Adding Section 7-12-14 Which Allows for Chickens at Single Family Residences

Minutes
Planning Commission Meeting
July 23, 2020

CONSIDER POSSIBLE ORDINANCE NO. 35 AMENDMENTS REGARDING THE KEEPING OF A) CHICKENS – B) PIGS: The Town Planner reported that he had emailed additional information out regarding chickens, modeled after the City of White Bear ordinance. With the proposed amendment changes, residents could have up to 4 hens and no roosters. There was some discussion on the maintenance. There was some discussion on property size and whether or not the Town should add limitations on property size. It was decided that having the limitations of 50 feet from an adjacent building is limitation enough. Only single family homes can have chickens: no town homes.

It was noted that no building permit is required for a coop, but there was discussion on how the Town Building inspector would be kept in the loop to ensure residents' compliance with Town Ordinances. It was decided that there should be either some type of building permit with a minimal fee or with a chicken license similar to the dog license.

There was some discussion over the concept of a "limited accessory structure." Residents can only have one garage and one accessory structure except structures like gazebos and tree houses which are exempted.

Blin moved to approve the proposed ordinance language. Artner seconded. Ayes: Loes, Kotilinek, Blin, Artner.

It was decided that staff should have a look at the coops.

Kotilinek motioned to consider chicken coops limited accessory structures. Artner seconded. Ayes: Loes, Kotilinek, Blin, Artner. Nay: Denn.

This will address the main issue and will require a building permit.

Pigs: The Town Planner reported that currently the Town's ordinance prohibits wild/exotic animals. The proposed change would add this wording to ordinance 3-15.8 "Any Vietnamese potbellied pig, excludes porcelain teacup or similar sized miniature pigs."

There was some discussion of whether the Town should mention any weight restrictions, as pigs can get pretty large. It was noted that the Town has only ever had 1 request and it was from someone who was considering moving to the Township, but never did.

Blin moved the proposed language for ordinance amendment to be welcoming to pigs. Loes seconded. Ayes: Loes, Kotilinek, Blin, Artner.

MEMORANDUM

TO: PLANNING COMMISSION
FROM: TOM RIEDESEL
DATE: JUNE 17, 2020

SUBJECT: ZONING ORDINANCE AMENDMENT RELATING TO KEEPING OF CHICKENS

The following wording may be added to the Zoning Ordinance which would allow the keeping of chickens in residential areas less than 2 acres in size:

7-12.14. The raising of chickens is excluded from the 2 acre lot area requirement. The following applies to raising of chickens in the Town:

7-12.14(a). The keeping of hens may be permitted subject to the following:

7-12.14(a)(i). All premises on which hens are kept or maintained shall be kept reasonably clean from filth, garbage or any substances which attract rodents. The coop and its surroundings must be cleaned frequently enough to control odor. Manure shall not be allowed to accumulate in a way that causes an unsanitary condition or causes odors detectible on another property.

7-12.14(a)(ii). The coop must be constructed and maintained so as to be predator and rodent proof. The coop must be maintained in good condition and working order.

7-12.14(a)(iii). All grains and food stored for the use of hens shall be kept in a rodent proof container.

7-12.14(a)(iv). Hens shall not be kept in such a manner as to constitute a nuisance to the occupants of adjacent property and shall not be kept in an accessory or principal structure. An exception may be made for hens under 4 months in age to be temporarily kept in an accessory structure to facilitate the regulation of their temperature.

7-12.14(a)(v). Hen coops shall be located in the rear yard only and shall be at least 50 feet from adjacent habitable structures and 5 feet from all property lines. If a 50-foot setback from habitable structures cannot be achieved, the property owner may seek the written consent of the affected property owner(s) for a lesser amount.

Inability to obtain the written consent of the affected property owner may be appealed by applying for a formal variance pursuant to Section 9-6 of the Zoning Ordinance. Portable coops and runs are allowed, but allowable locations must be identified on the required site plan.

7-12.14(a)(vi). A coop shall provide a minimum of 4 square feet of floor space per hen.

7-12.14(a)(vii). In no case shall the number of hens exceed 4.

7-12.14(a)(viii). Roosters are prohibited.

7-12.14(a)(ix). Breeding is prohibited.

7-12.14(a)(x). Hens must be contained within the coop or run whenever unattended; but when attended by the owner, may be allowed in a yard completely fenced in by a fence at least 4 feet in height. Hens must be confined to the owner's premises at all times, may not roam at large, and must be secured in the coop from sunset to sunrise each day.

7-12.14(a)(xi). Keeping of hens is limited to single family residential properties only (minimum lot size requirement?).

7-12.14(a)(xii). Dead birds must be disposed of according to the Minnesota Board of Animal Health rules which require carcasses to be disposed of as soon as possible after death, or within 48 to 72 hours. Legal forms of carcass disposal include burial, or off-site incineration, off-site rendering or off-site composting.

The following definitions would also need to be added to Section 3 – Definitions of the Zoning Ordinance:

3-9.A. CHICKEN. A chicken means a domesticated bird (of the species *Gallus domesticus* or various similar or related birds) that serves as a source of eggs and/or meat.

3-11.E. COOP. A coop means the structure for the keeping or housing of chickens permitted by the ordinance.

3-31.B-1. HEN. Hen means a female chicken.

3-53.A. OWNER. Owner means the owner of hens subject to this ordinance.

3-65.D. ROOSTER. Rooster means a male chicken.

3-65.E. RUN. Run means a fully enclosed and covered area attached to a coop where the hens can roam.

TR/psw
cc:admin.file
b:chickens20



NOTICE OF HEARING TO AMEND ORDINANCE NO. 35 (ZONING) OF THE TOWN OF WHITE BEAR, RAMSEY COUNTY, MINNESOTA

NOTICE IS HEREBY GIVEN, That the Town Board of the Town of White Bear, Ramsey County, Minnesota, will meet at Heritage Hall, 4200 Otter Lake Road, in said Town on Wednesday, September 9, 2020, at 7:00 p.m., to consider amending Section 7-12 of Ordinance No. 35 relating to raising of chickens, and to hear and pass upon objections and recommendations, if any, and to conduct any and all business incident thereto.

Given under my hand this 3rd day of August, 2020.

BY ORDER OF THE TOWN BOARD OF SUPERVISORS

PATRICK CHRISTOPHERSON, Clerk-Treasurer

**BROWN'S CREEK WATERSHED DISTRICT
NOTICE OF PUBLIC HEARING**

PLEASE TAKE NOTICE that on Wednesday, September 9, 2020, at 6:30 p.m., the Brown's Creek Watershed District Board of Managers will hold a public hearing to receive comments on the District's proposed 2021 Budget and Levy. The District's proposed total budget for 2021 is \$1,996,890, including grants, fees and levy funding sources. The proposed tax levy is \$171,900 for the General Fund and \$957,490 for the Management Plan Project Fund for a total proposed levy of \$1,129,390, a proposed 2.7% increase from 2020. Brown's Creek Watershed District President Craig Leiser has made a determination pursuant to Minnesota Statutes 13D.021, subdivision 1, that because of health concerns raised by the COVID-19 pandemic, the meeting will be held electronically, via webcast. President Leiser's declaration and meeting link can be found at www.bcw.d.org.

Chuck LeRoux, Secretary, Browns Creek Watershed District
Published two times in the White Bear Press on August 26 and September 2, 2020.

CITY OF MAHTOMEDI

**NOTICE OF PLANNING COMMISSION MEETING
CONDUCTED BY TELEPHONE OR OTHER ELECTRONIC MEANS
PURSUANT TO MINN. STAT. SEC. 13D.021**

Notice is hereby given that the City of Mahtomedi has put measures in place in an effort to mitigate the potential spread of COVID-19. These measures include limiting in-person gatherings per the State's mandate, employing social distancing, conducting all public meetings via telephone or other electronic means pursuant to the declared local emergency and provisions of Minn. Stat. Sec. 13D.021. Residents and Community Members are encouraged to attend the September 9, 2020 Planning Commission Meeting via the Zoom application or telephone.

Meeting Information for the September 9, 2020 Mahtomedi Planning Commission Meeting at 6:30 PM:

Join Zoom Meeting via Zoom teleconferencing website:
<https://tinyurl.com/MahtSeptPC>
You will be prompted to enter the meeting password: 287054
OR
Call-in Phone Number: (312) 626-6799. You will be prompted to enter the Meeting ID# and password.
Meeting ID#: 973 4501 3371
Password: 287054

If you would like further information regarding this notice, please call City Planner Hannah Rybak at 612-269-3684.
Scott Neilson, City Administrator
Published one time in the White Bear Press on August 26, 2020.

CITY OF MAHTOMEDI

NOTICE OF PUBLIC HEARING

Notice is hereby given that on September 9, 2020, 6:30 p.m. the Mahtomedi Planning Commission will hold a public hearing to solicit public response to a request from Nicole and David Gillet, for a minor subdivision at 188 Bevins Ln. The minor subdivision would result in three lots. The Planning Commission will make a recommendation regarding the proposed request to the City Council for their meeting to be held on September 15, 2020, 7:00 p.m.

Those persons having an interest in said meetings are encouraged to attend the September 9, 2020 Planning Commission Meeting which, due to the existing declaration of local emergency and health pandemic and pursuant to Minn. Stat. Sec. 13D.021, will be held via teleconference. All written and oral

statements on the application will be considered at the Planning Commission meeting. Residents and Community Members are encouraged to attend the September 9, 2020 Planning Commission Meeting via the Zoom application or telephone.

Join Zoom Meeting via Zoom teleconferencing website:
<https://tinyurl.com/MahtSeptPC>
You will be prompted to enter the meeting password: 287054
OR
Call-in Phone Number: (312) 626-6799. You will be prompted to enter the Meeting ID# and password.
Meeting ID#: 973 4501 3371
Password: 287054

If you have questions about this notice or if you wish further information regarding the project described above, please contact Hannah Rybak, Mahtomedi City Planner, at 612-269-3684. If you wish to send written comments prior to the Planning Commission meeting, please send such comments to Mahtomedi City Hall at 600 Stillwater Rd. or via email at hrybak@wsbeng.com.

Scott Neilson, City Administrator
Published one time in the White Bear Press on August 26, 2020.

CITY OF MAHTOMEDI

NOTICE OF PUBLIC HEARING

Notice is hereby given that on September 9, 2020, 6:30 p.m. the Mahtomedi Planning Commission will hold a public hearing to solicit public response to a request from Marvin and Linda Holmstrom, for a minor subdivision and variance at 195 Bevins Ln. The minor subdivision would result in three lots. The variance has been requested to allow the existing driveway to remain, while not meeting the required setback from the newly created property line. The Planning Commission will make a recommendation regarding the proposed request to the City Council for their meeting to be held on September 15, 2020, 7:00 p.m.

Those persons having an interest in said meetings are encouraged to attend the September 9, 2020 Planning Commission Meeting which, due to the existing declaration of local emergency and health pandemic and pursuant to Minn. Stat. Sec. 13D.021, will be held via teleconference. All written and oral statements on the application will be considered at the Planning Commission meeting. Residents and Community Members are encouraged to attend the September 9, 2020 Planning Commission Meeting via the Zoom application or telephone.

Join Zoom Meeting via Zoom teleconferencing website:
<https://tinyurl.com/MahtSeptPC>
You will be prompted to enter the meeting password: 287054
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Call-in Phone Number: (312) 626-6799. You will be prompted to enter the Meeting ID# and password.
Meeting ID#: 973 4501 3371
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If you have questions about this notice or if you wish further information regarding the project described above, please contact Hannah Rybak, Mahtomedi City Planner, at 612-269-3684. If you wish to send written comments prior to the Planning Commission meeting, please send such comments to Mahtomedi City Hall at 600 Stillwater Rd. or via email at hrybak@wsbeng.com.

Scott Neilson, City Administrator
Published one time in the White Bear Press on August 26, 2020.

CITY OF MAHTOMEDI

PUBLIC HEARING NOTICE

Notice is hereby given that the Mahtomedi City Council will hold a public hearing, on September 15, 2020, 7:00 p.m. Due to the existing health pandemic, the meeting, which would normally be held at Mahtomedi City Hall Council Chambers located at 600 Stillwater Road, Mahtomedi, Minnesota, at 7:00 p.m., will be held by telephone or other electronic means pursuant to Minn. Stat. Sec. 13D.021. Due to the health pandemic, attendance at the regular meeting location of 600 Stillwater Road, Mahtomedi, Minnesota, at 7:00 p.m. will be limited to the chief administrative officer and one or more council members, but attendance by members of the public is not feasible and therefore all members of the public may attend the meeting by telephone or other electronic means as follows:

<https://tinyurl.com/MahtSeptCCZoom>
OR phone: 1-312-626-6799
Meeting ID#: 858 3907 0914
Password 610926

To consider the vacation of an alley dedicated on the Plat of HANSON'S ADDITION TO THE TOWN OF EAST SHORE between Lot 2 and Lot 3, and located between Hanson Road on the North and Iris Street on the South and further bordered by Warner Avenue North on the West and Griffin Avenue on the East, which runs between the abutting properties identified on Exhibit A which can be viewed in the office of the City Clerk.

The petition requested that the City Council vacate the alley dedicated on the Plat of HANSON'S ADDITION TO THE TOWN OF EAST SHORE, which is legally described as:

All that part of the 20-foot right-of-way lying between Lot 2 and Lot 3, HANSON'S ADDITION TO THE TOWN OF EAST SHORE, from Warner Street (Warner Avenue North) to Griffin Street (Griffin Avenue), according to the recorded plat thereof, Washington County, Minnesota

Those persons having an interest in this matter are invited to attend the meeting via zoom.

Jerene Rogers, City Clerk
Published two times in the White Bear Press on August 26 and September 2, 2020.



WHITE BEAR TOWNSHIP

PUBLIC HEARING

NOTICE OF HEARING TO AMEND ORDINANCE NO. 35 (ZONING) OF THE TOWN OF WHITE BEAR, RAMSEY COUNTY, MINNESOTA

NOTICE IS HEREBY GIVEN, That the Town Board of the Town of White Bear, Ramsey County, Minnesota, will meet at Heritage Hall, 4200 Otter Lake Road, in said Town on Wednesday, September 9, 2020, at 7:00 p.m., to consider amending Section 7-12 of Ordinance No. 35 relating to raising of chickens, and to hear and pass upon objections and recommendations, if any, and to conduct any and all business incident thereto.

Given under my hand this 3rd day of August, 2020.
BY ORDER OF THE TOWN BOARD OF SUPERVISORS
PATRICK CHRISTOPHERSON, Clerk-Treasurer
Published one time in the White Bear Press on August 26, 2020.

**CITY OF MAHTOMEDI
WASHINGTON COUNTY, MINNESOTA
NOTICE OF HEARING ON PROPOSED SPECIAL ASSESSMENTS
DAHLIA STREET IMPROVEMENTS**

TO WHOM IT MAY CONCERN:

Notice is hereby given that the City Council of Mahtomedi, Minnesota, will hold a public hearing at 7:00 p.m. on Tuesday, September 15, 2020 to consider, pass upon, adopt and levy the proposed special assessments for improvements as follows. At the hearing, the City Council may adopt the proposed assessments. Due to the existing health pandemic, the meeting, which would normally be held at Mahtomedi City Hall Council Chambers located at 600 Stillwater Road, Mahtomedi, Minnesota, at 7:00 p.m., will be held by telephone or other electronic means pursuant to Minn. Stat. Sec. 13D.021. Due to the health pandemic, attendance at the regular meeting location of 600 Stillwater Road, Mahtomedi, Minnesota, at 7:00 p.m. will be limited to the chief administrative officer and one or more council members, but attendance by members of the public is not feasible and therefore all members of the public may attend the meeting by telephone or other electronic means as follows:

Telephonic Meeting Call-in Instructions
Dial: 1-312-626-6799

Enter Meeting ID 858 3907 0914 Password 610926

Please Hit the # sign twice to enter to meeting

The following link will allow you to enter the meeting using video:

<https://tinyurl.com/MahtDahliaStZoom>

DAHLIA STREET IMPROVEMENTS

GENERAL NATURE OF IMPROVEMENTS:

This project includes full bituminous replacement, watermain improvements, and drainage improvements on the following streets:

- Dahlia Street between Warner Avenue and Mahtomedi Avenue

AREA PROPOSED TO BE ASSESSED:

The area proposed to be specially assessed is generally described as properties abutting or with direct access to Dahlia Street. Said area proposed to be assessed includes the property tax parcels listed below in the following proposed assessment roll:

TOTAL AMOUNT OF PROPOSED ASSESSMENT:

The project costs for Dahlia Street Improvements were estimated at \$765,808.23. The total amount of the proposed assessments is approximately 14.9% thereof, namely, the sum of \$114,234.20. The proposed assessments of \$114,234.20 are proposed to be levied on the buildable tax parcels either abutting or served by the improvements. Each buildable tax parcel abutting or served by the improvements is proposed to be assessed an amount as calculated pursuant to the City's assessment policy, as established pursuant to the City's fee schedule, and/or pursuant to a municipal improvement benefit study performed by a professional appraisal consultant engaged by the City.

ASSESSMENT ROLL AVAILABLE FOR INSPECTION:

The proposed Assessment Roll is now on file with the City Clerk and is open for public inspection at City Hall located at 600 Stillwater Road, Mahtomedi, Minnesota. The proposed Assessment Roll is being mailed to all the above identified record owners of the parcels proposed to be assessed. The proposed Assessment Roll will also be available for examination at the hearing.

OBJECTIONS AND APPEALS:

Written and oral objections will be considered at the hearing. Minnesota Statutes § 429.061 states that no appeal may be taken as to the amount of the assessment unless a written objection, signed by the affected property owner, is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing. An owner may appeal an assessment to the District Court pursuant to Minnesota Statutes, § 429.081, by serving notice of appeal upon the Mayor or the City Clerk of the City within thirty (30) days after the adoption of the assessment and filing such notice with the District Court within ten (10) days after service upon the Mayor or the City Clerk.

SENIOR CITIZENS DEFERMENT:

Under Minnesota Statutes, § 435.193, the Mahtomedi City Council may, in its discretion, defer the payment of these special assessments for any homesteaded property owned by a person 65 years of age or older for whom it would be a hardship to make the payments. When deferment of the special assessments has been granted and is terminated for any reason provided by law, all amounts accumulated, plus applicable interest, become due. Any assessed property owner meeting the requirements of this law may apply to the City Clerk on the prescribed form for such deferral or payments of these special assessments. If you qualify and wish a deferral, contact the City Clerk.

AUTHORITY TO SPECIALLY ASSESS:

The proposed assessments are to be levied pursuant to Minnesota Statutes, Chapter 429. The improvements are proposed to be assessed against the buildable tax parcels abutting or served by the improvements. The areas, parcels, lots and pieces of property, as specifically described herein, are subject to said assessments. The amounts set forth in this Notice are the proposed assessments. The City Council may levy and adopt special assessments that are the same or different than the proposed amounts.

PAYMENT OF SPECIAL ASSESSMENTS:

Once the special assessments are levied and adopted, the special assessments will be certified to the Washington County Auditor to be extended on the property tax lists for collection with real estate taxes. Prior to this certification, however, the property owner may prepay the entire amount of the assessments without any interest thereon provided the prepayment is received by October 15, 2020. If the property owner wishes to prepay the special assessments without any interest, then such payment must be made to the City of Mahtomedi at the Mahtomedi City Hall at 600 Stillwater Road, Mahtomedi, Minnesota, 55115. Partial pre-payment of the special assessment is not presently allowed under the City Ordinances; the prepayment, without interest, must be for the entire amount of the special assessments.

If prepayment is not received by October 15, 2020 then:

- The total principal amount of the special assessments will be divided into an equal number of annual installments. The proposed number of annual installments is ten (10), the number of annual installments will be decided by the City Council when the special assessments are levied.
- The principal amount of the special assessments shall bear interest at the rate determined by the City Council when the special assessments are levied. The proposed interest rate is four and four tenths percent (3.32%).
- Interest begins to accrue from and after September 15, 2020.
- The annual principal installments, together with interest accrued on the unpaid balance, are due and payable together with real estate taxes.
- Interest on the entire special assessments, from September 15, 2020 to December 31, 2020 and of the year in which the first installment is payable, is added to the first principal installment. The first installment will be due and payable in 2021.
- If in the future the property owner wishes to pay off the remaining balance of the assessments, then Minnesota Statutes, § 429.061, Subd. 3, provides that such payment be made to the City Treasurer (in Mahtomedi, the City Treasurer is the City Administrator), together with interest accrued to December 31 of the year in which payment is made as long as payment is made prior to November 15; if the pay off occurs after November 15, then interest for the next year is also added.

If the adopted special assessments differ from the proposed assessments as to any particular lot, piece or parcel of land, then the City will mail to the owner a notice stating the amount of the adopted assessments. Owners will also be notified, by mail, if the City Council adopts any changes in the interest rate or prepayment requirements from those contained in this NOTICE OF HEARING.

PUBLISH: August 26, 2020 In the White Bear Press (Official Newspaper)
MAIL: On or about August 26, 2020

Jerene Rogers, City Clerk
Published one time in the White Bear Press on August 26, 2020.

PID	FEE OWNER	FEE OWNER ADDRESS	PROPERTY ADDRESS	PROPOSED ASSESSMENT
2903021240030	LIEDL, RICHARD & BETTE J	109 DAHLIA ST MAHTOMEDI MN 55115	109 DAHLIA ST MAHTOMEDI MN 55115	\$3,425.00
2903021240028	WIGSTROM, MICHAEL S & MARY S	115 DAHLIA ST MAHTOMEDI MN 55115	115 DAHLIA ST MAHTOMEDI MN 55115	\$6,850.00
2903021240147	BAUMAN, CRAIG J	125 DAHLIA ST MAHTOMEDI MN 55115	125 DAHLIA ST MAHTOMEDI MN 55115	\$6,850.00
2903021240008	CITY OF MAHTOMEDI	600 STILLWATER ROAD MAHTOMEDI MN 55115	CITY OF MAHTOMEDI	\$2,014.80
2903021240001	WUORI, RANDALL E & SANDRA K	135 DAHLIA ST MAHTOMEDI MN 55115	135 DAHLIA ST MAHTOMEDI MN 55115	\$6,850.00
2903021240107	ENGLUND, CASSANDRA M	137 DAHLIA ST MAHTOMEDI MN 55115	137 DAHLIA ST MAHTOMEDI MN 55115	\$6,850.00
2903021240108	CLEVELAND, CASEY & JENNY LN	139 DAHLIA ST MAHTOMEDI MN 55115	139 DAHLIA ST MAHTOMEDI MN 55115	\$6,850.00
2903021240109	STRANTZ, ANGELA & FRANK	141 DAHLIA ST MAHTOMEDI MN 55115	141 DAHLIA ST MAHTOMEDI MN 55115	\$6,850.00
2903021240110	BISSONNETTE, RAYMOND & GEERTTS, SANDRA J	143 DAHLIA ST MAHTOMEDI MN 55115	143 DAHLIA ST MAHTOMEDI MN 55115	\$3,425.00
2903021240139	DAVID, KARA M	325 WARNER AVE N MAHTOMEDI MN 55115	325 WARNER AVE N MAHTOMEDI MN 55115	\$3,425.00
2903021240036	BECKER, RICHARD A & D'ANN J	4800 DIVISION AVE, APT 103 WHITE BEAR LAKE, MN 55110	150 DAHLIA ST MAHTOMEDI MN 55115	\$6,850.00
2903021240118	WIEGEL, LYNETTE K	134 DAHLIA ST MAHTOMEDI MN 55115	134 DAHLIA ST MAHTOMEDI MN 55115	\$6,850.00
2903021240140	HONSA, JULIE	132 DAHLIA ST MAHTOMEDI MN 55115	132 DAHLIA ST MAHTOMEDI MN 55115	\$6,850.00
2903021240037	FOX, MICHAEL A	465 DIVISION AVE SOUTH ROBERTS, WI 54023	324 FOREST AVE MAHTOMEDI MN 55115	\$3,425.00
2903021240002	CITY OF MAHTOMEDI	600 STILLWATER RD	CITY OF MAHTOMEDI	\$6,044.40
2903021240031	REISINGER, RONALD H & DEBORAH	126 DAHLIA ST MAHTOMEDI MN 55115	126 DAHLIA ST MAHTOMEDI MN 55115	\$6,850.00
2903021240032	LINGLE, CARI	120 DAHLIA ST MAHTOMEDI MN 55115	120 DAHLIA ST MAHTOMEDI MN 55115	\$6,850.00
2903021240033	TWAIT, SUSAN J	112 DAHLIA ST MAHTOMEDI MN 55115	112 DAHLIA ST MAHTOMEDI MN 55115	\$6,850.00
2903021240034	CHALKLINE, KEVIN T	108 DAHLIA ST MAHTOMEDI MN 55115	108 DAHLIA ST MAHTOMEDI MN 55115	\$6,850.00
2903021240035	WITWICHE, JOSEPH B	702 IONA LANE ROSEVILLE MN 55113	324 MAHTOMEDI AVE MAHTOMEDI MN 55115	\$3,425.00

**AN ORDINANCE AMENDING ORDINANCE NO. 35 OF THE
TOWN OF WHITE BEAR, RAMSEY COUNTY, MINNESOTA,
DATED SEPTEMBER 8, 1972, AS AMENDED AND ENTITLED
“ZONING ORDINANCE OF THE TOWN OF WHITE BEAR
RAMSEY COUNTY, MINNESOTA” AND DIVIDING THE TOWN
INTO DISTRICTS OR ZONES**

THE TOWN BOARD OF SUPERVISORS OF THE TOWN OF WHITE BEAR ORDAINS:

SECTION 1. AMENDMENT. Section 3 – Definitions, of Ordinance No. 35 is amended by adding Sections 3-9.A., 3-11.E-1., 3-31.C-1., 3-53.A., 3-65.D., and 3-65.E., which shall read as follows:

- 3-9.A. CHICKEN.** A chicken means a domesticated bird (of the species *Gallus domesticus* or various similar or related birds) that serves as a source of eggs and/or meat.
- 3-11.E-1. COOP.** A coop means the structure for the keeping or housing of chickens permitted by the Ordinance.
- 3-31.C-1. HEN.** Hen means a female chicken.
- 3-53.A. OWNER.** Owner means the owner of hens subject to this Ordinance.
- 3-65.D. ROOSTER.** Rooster means a male chicken.
- 3-65.E. RUN.** Run means a fully enclosed and covered area attached to a coop where the hens can roam.

SECTION 2. AMENDMENT. Section 7-12 – Agricultural Operations, of Ordinance No. 35 is amended by adding Section 7-12.14 which shall read as follows:

7-12.14. The raising of chickens is excluded from the 2 acre lot area requirement. The following applies to raising of chickens in the Town:

7-12.14(a). The keeping of hens may be permitted subject to the following:

7-12.14(a)(i). All premises on which hens are kept or maintained shall be kept reasonably clean from filth, garbage or any substances which attract rodents. The coop and its surroundings must be cleaned frequently enough to control odor. Manure shall not be

allowed to accumulate in a way that causes an unsanitary condition or causes odors detectible on another property.

7-12.14(a)(ii). The coop must be constructed and maintained so as to be predator and rodent proof. The coop must be maintained in good condition and working order.

7-12.14(a)(iii). All grains and food stored for the use of hens shall be kept in a rodent proof container.

7-12.14(a)(iv). Hens shall not be kept in such a manner as to constitute a nuisance to the occupants of adjacent property and shall not be kept in an accessory or principal structure. An exception may be made for hens under 4 months in age to be temporarily kept in an accessory structure to facilitate the regulation of their temperature.

7-12.14(a)(v). Hen coops shall be located in the rear yard only and shall be at least 50 feet from adjacent habitable structures and 5 feet from all property lines. If a 50-foot setback from habitable structures cannot be achieved, the property owner may seek the written consent of the affected property owner(s) for a lesser amount. Inability to obtain the written consent of the affected property owner may be appealed by applying for a formal variance pursuant to Section 9-6 of the Zoning Ordinance. Portable coops and runs are allowed, but allowable locations must be identified on the required site plan.

7-12.14(a)(vi). A coop shall provide a minimum of 4 square feet of floor space per hen.

7-12.14(a)(vii). In no case shall the number of hens exceed 4.

7-12.14(a)(viii). Roosters are prohibited.

7-12.14(a)(ix). Breeding is prohibited.

7-12.14(a)(x). Hens must be contained within the coop or run whenever unattended; but when attended by the owner, may be allowed in a yard completely fenced in by a fence at least 4 feet in height. Hens must be confined to the owner's premises at all times, may not roam at large, and must be secured in the coop from sunset to sunrise each day.

7-12.14(a)(xi). Keeping of hens is limited to single family residential properties only.

7-12.14(a)(xii). Dead birds must be disposed of according to the Minnesota Board of Animal Health rules which require carcasses to be disposed of as soon as possible after death, or within 48 to 72 hours. Legal forms of carcass disposal include burial, or off-site incineration, off-site rendering or off-site composting.

SECTION 3. SEVERABILITY. Should any section, subdivision, clause or other provisions of this Ordinance be held to be invalid by any court of competent jurisdiction, such decision shall not affect the validity of the Ordinance as a whole, or of any part thereof, other than the part held to be invalid.

SECTION 4. EFFECTIVE DATE. This Ordinance shall take effect and be in force from and after its passage and publication.

Passed by the Town Board of Supervisors of the Town of White Bear, Ramsey County, Minnesota this 9th day of September, 2020.

APPROVED:

ED M. PRUDHON, Chair

ATTEST:

PATRICK CHRISTOPHERSON, Clerk-Treasurer

Board of Supervisors:
Ed M. Prudhon, Chair
Steven A. Ruzek, Supervisor
Scott E. McCune, Supervisor

Published in the White Bear Press September 23, 2020.



**Town Board Meeting
September 9, 2020**

Agenda Number: 8.A – New Business

Town Engineer Item:

Subject: Deer Meadow Park Trail, Pond & Swale Improvements:

1. Receive Bids.
2. Award Contract.
3. Authorize TKDA to Perform Construction Observation

Documentation: Town Engineer Correspondence w/attachments

Action / Motion for Consideration:

Receive Information / Discuss

Based on Town Engineer Review & Recommendation:

- 1) Receive Bids
- 2) Award Contract to Arnt Construction Company for either
Alternate #1 (10-foot trail width) in the total amount of
\$173,792.40
or
Alternate #2 (8-foot trail width) in the total amount of
\$168,634.20
- 3) Authorize TKDA to Perform Construction Observation Process & the RCWD Coordination activities for an Amount Not to Exceed \$36,750.00 Which Assumes the Contract will proceed in a timely Fashion to Complete Construction in a Period of 5 Weeks Requiring 140 Hours of TKDA Time & an Additional 42 Hours of TKDA Time to Coordinate with RCWD & Residents

Noting Funding From the Parks Fund & Stormwater Utility Fund



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

September 3, 2020

Honorable Chairman and Town Board
White Bear Township, Minnesota

Re: Deer Meadow Park Trail, Pond, and Swale Bids and Construction Observation
White Bear Township, Minnesota
TKDA Project No. 17727.004

Dear Board Members:

In anticipation of the Stable Property development, The Township is taking the opportunity to provide trail connection between Deer Meadow Park and Stable Property development. Ultimately the trails through Deer Meadow Park and the Stable Property would link to the trail off Bloom Road to the north. The existing storm water pond within Deer Meadow Park and the swale connecting to it also require removal of accumulated sediment to restore its functionality.

The Town Board authorized preparation of plans and specifications and for the Deer Meadow Park Trail, Pond, and Swale Improvements and to perform the Rice Creek Watershed District permitting process. The Town Board directed the project to be bid with an option for either a 10' trail (Alternate 1) or 8' trail (Alternate 2). A copy of the tabulation of bids are attached.

Bids (attached) were received by 10:00am on September 2, 2020 with the following results:

Arnt Construction Co.

Base Bid	\$102,850.00
Alternate #1	\$ 70,942.40
Alternate #2	\$ 65,784.20
Total Base Bid and Alternate #1	\$173,792.40
Total Base Bid and Alternate #2	\$168,634.20

Meyer Contracting, Inc.

Base Bid	\$122,051.45
Alternate #1	\$ 86,174.95
Alternate #2	\$ 82,675.15
Total Base Bid and Alternate #1	\$208,226.40
Total Base Bid and Alternate #2	\$204,726.60

North Valley, Inc.

Base Bid	\$122,707.88
Alternate #1	\$ 99,558.59
Alternate #2	\$ 97,949.69
Total Base Bid and Alternate #1	\$222,264.47
Total Base Bid and Alternate #2	\$220,657.57

Jacon	
Base Bid	\$133,981.00
Alternate #1	\$ 93,355.50
Alternate #2	\$ 87,308.00
Total Base Bid and Alternate #1	\$227,336.50
Total Base Bid and Alternate #2	\$221,289.00

Sunram Construction, Inc.	
Base Bid	\$125,440.00
Alternate #1	\$101,995.00
Alternate #2	\$ 97,170.00
Total Base Bid and Alternate #1	\$227,435.00
Total Base Bid and Alternate #2	\$222,610.00

Standard Contracting, Inc.	
Base Bid	\$128,390.25
Alternate #1	\$101,725.00
Alternate #2	\$ 93,587.50
Total Base Bid and Alternate #1	\$230,115.25
Total Base Bid and Alternate #2	\$221,977.75

T.A. Schifsky & Sons, Inc.	
Base Bid	\$155,702.35
Alternate #1	\$ 87,856.70
Alternate #2	\$ 77,042.55
Total Base Bid and Alternate #1	\$243,559.05
Total Base Bid and Alternate #2	\$232,744.90

Veit & Company, Inc.	
Base Bid	\$191,165.96
Alternate #1	\$144,490.70
Alternate #2	\$136,913.20
Total Base Bid and Alternate #1	\$335,656.66
Total Base Bid and Alternate #2	\$328,079.16

Dresel Contracting, Inc.	
Base Bid	\$241,372.40
Alternate #1	\$113,861.70
Alternate #2	\$108,278.50
Total Base Bid and Alternate #1	\$355,234.10
Total Base Bid and Alternate #2	\$349,650.90

Engineer's Estimate	
Base Bid	\$199,040.00
Alternate #1	\$102,735.00
Alternate #2	\$ 96,675.00
Total Base Bid and Alternate #1	\$301,775.00
Total Base Bid and Alternate #2	\$295,715.00

We recommend awarding a contract to Arnt Construction Co. for the project. The Town Board can award it for either the Base bid and Alternate #1 (10-foot trail width) in the total amount of \$173,792.40 or the Base bid and Alternate #2 (8-foot trail width) in the amount of \$168,634.20. TKDA will perform the construction observation process and the RCWD coordination activities for an amount not to



White Bear Township
September 3, 2020
Page 3

exceed \$36,750.00. This amount assumes the Contractor will proceed in a timely fashion to complete construction in a period of 5 weeks requiring 140 hours of TKDA staff time, and that 42 hours of TKDA staff time will also be needed to coordinate with RCWD and residents.

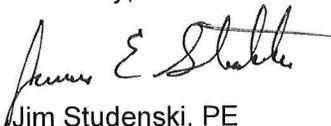
Project Benefits:

1. Continuation of the overall trail system
2. Pond and Ditch Maintenance

The overall project funding will be from the Parks Fund and the Storm Water Utility Fund.

Please let me know if you have additional questions.

Sincerely,



Jim Studenski, PE
Town Engineer

Attachments
JES/lpp/ksb/ces





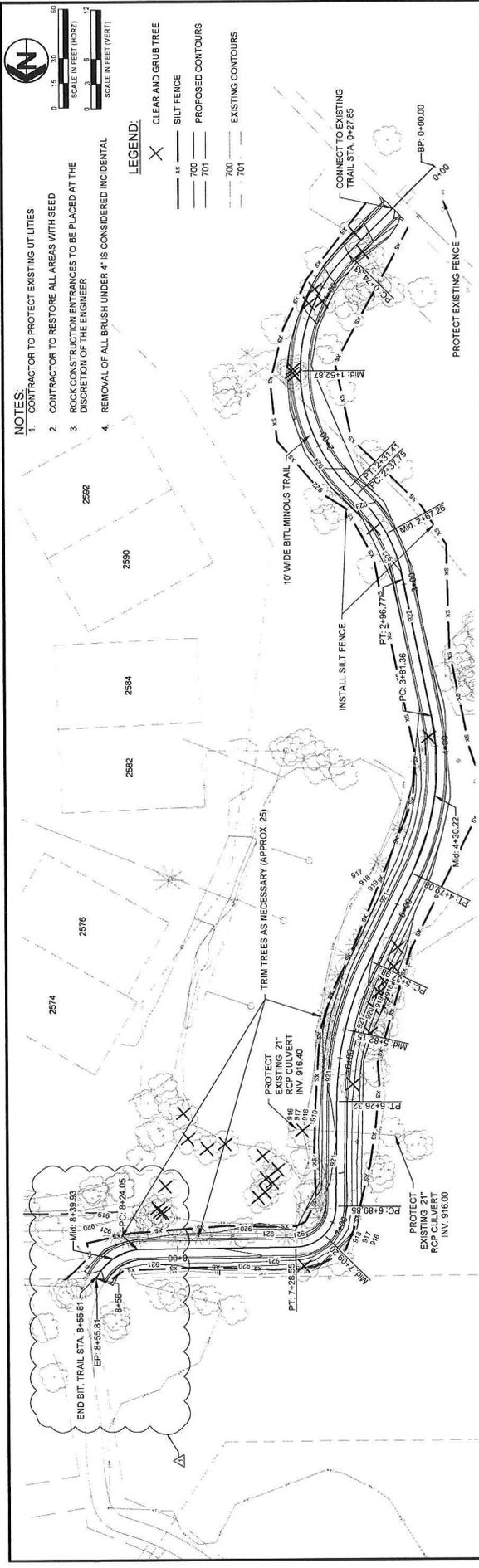
TABULATION OF BIDS
DEER MEADOW TRAIL POND AND SWALE IMPROVEMENTS
WHITE BEAR TOWNSHIP, MINNESOTA
TKDA PROJECT NO. 17727.004

ITEM NO.	DESCRIPTION	QUANTITY	UNIT	ENGINEER'S ESTIMATE		ARNIT CONSTRUCTION CO.		MEYER CONTRACTING INC.		NORTH VALLEY, INC.		JACON	
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
1	MOBILIZATION	0.67	LS	\$ 20,000.00	\$ 13,400.00	\$ 18,600.00	\$ 12,462.00	\$ 4,626.87	\$ 3,100.00	\$ 15,023.60	\$ 10,065.81	\$ 13,000.00	\$ 8,710.00
2	CLEAR	60	EA	\$ 325.00	\$ 19,500.00	\$ 190.00	\$ 11,400.00	\$ 172.80	\$ 10,368.00	\$ 445.43	\$ 26,725.80	\$ 188.00	\$ 11,880.00
3	GRUB	60	EA	\$ 325.00	\$ 19,500.00	\$ 125.00	\$ 7,500.00	\$ 115.20	\$ 6,912.00	\$ 167.04	\$ 10,022.40	\$ 200.00	\$ 7,800.00
4	TRIM TREE BRANCHES	5	EA	\$ 250.00	\$ 1,250.00	\$ 250.00	\$ 1,250.00	\$ 203.91	\$ 1,019.55	\$ 198.50	\$ 992.50	\$ 130.00	\$ 650.00
5	STRIP & REUSE TOPSOIL	450	LF	\$ 5.00	\$ 2,250.00	\$ 1.80	\$ 810.00	\$ 2.70	\$ 1,215.00	\$ 1.92	\$ 864.00	\$ 2.25	\$ 1,012.50
6	SILT FENCE TYPE MS	1	LS	\$ 20,000.00	\$ 20,000.00	\$ 5,600.00	\$ 5,600.00	\$ 20,764.41	\$ 20,764.41	\$ 9,120.50	\$ 9,120.50	\$ 7,500.00	\$ 7,500.00
7	DEWATERING	1,300	CY	\$ 40.00	\$ 52,000.00	\$ 11.80	\$ 15,340.00	\$ 28.67	\$ 38,571.00	\$ 20.14	\$ 26,182.00	\$ 35.00	\$ 45,500.00
8	COMMON EXCAVATION (CV)	425	CY	\$ 35.00	\$ 14,875.00	\$ 11.80	\$ 5,015.00	\$ 15.54	\$ 6,604.50	\$ 14.68	\$ 6,239.00	\$ 25.00	\$ 10,625.00
9	CLEAN REMOVE & REPLACE DETERIORATED CONCRETE AROUND STORM STRUCTURE	1	EA	\$ 2,500.00	\$ 2,500.00	\$ 3,000.00	\$ 3,000.00	\$ 895.25	\$ 895.25	\$ 536.50	\$ 536.50	\$ 1,000.00	\$ 1,000.00
10	PROTECT AND RE-ESTABLISH SUMP PIPE	5	EA	\$ 250.00	\$ 1,250.00	\$ 500.00	\$ 2,500.00	\$ 366.47	\$ 1,832.35	\$ 134.12	\$ 670.60	\$ 1,500.00	\$ 7,500.00
11	CLEAN STORM PIPE	200	LF	\$ 30.00	\$ 6,000.00	\$ 50.00	\$ 10,000.00	\$ 10.00	\$ 2,000.00	\$ 16.10	\$ 3,220.00	\$ 20.00	\$ 4,000.00
12	REMOVE AND REPLACE WEIR	1	EA	\$ 3,000.00	\$ 3,000.00	\$ 6,000.00	\$ 6,000.00	\$ 3,581.75	\$ 3,581.75	\$ 2,682.50	\$ 2,682.50	\$ 1,400.00	\$ 1,400.00
13	EROSION CONTROL BLANKET	1,500	SY	\$ 10.00	\$ 15,000.00	\$ 1.60	\$ 2,400.00	\$ 2.00	\$ 3,000.00	\$ 2.67	\$ 4,005.00	\$ 2.75	\$ 4,125.00
14	SEEDING	0.99	AC	\$ 6,000.00	\$ 5,940.00	\$ 1,100.00	\$ 1,089.00	\$ 600.00	\$ 594.00	\$ 535.42	\$ 530.07	\$ 550.00	\$ 544.50
15	SEED MIXTURE 25-151	120	LB	\$ 5.00	\$ 600.00	\$ 3.50	\$ 420.00	\$ 7.00	\$ 840.00	\$ 9.65	\$ 1,158.00	\$ 10.00	\$ 1,200.00
16	HYDRAULIC STABILIZED FIBER MATRIX	1,220	LB	\$ 5.00	\$ 6,100.00	\$ 1.20	\$ 1,464.00	\$ 2.00	\$ 2,440.00	\$ 2.14	\$ 2,610.80	\$ 2.20	\$ 2,684.00
17	SODDING TYPE SALT TOLERANT	360	SY	\$ 20.00	\$ 7,200.00	\$ 20.00	\$ 7,200.00	\$ 20.00	\$ 7,200.00	\$ 26.81	\$ 9,651.60	\$ 25.00	\$ 9,000.00
18	PIP RAP CL 3	55	CY	\$ 85.00	\$ 4,675.00	\$ 120.00	\$ 6,600.00	\$ 101.76	\$ 5,596.80	\$ 123.40	\$ 6,787.00	\$ 100.00	\$ 5,500.00
19	ROCK CONSTRUCTION ENTRANCE	2	EA	\$ 2,000.00	\$ 4,000.00	\$ 1,400.00	\$ 2,800.00	\$ 2,708.42	\$ 5,416.84	\$ 321.90	\$ 643.80	\$ 1,500.00	\$ 3,000.00
BASE BID - TOTAL					\$ 198,040.00		\$ 102,850.00		\$ 122,051.45		\$ 122,707.88		\$ 133,981.00

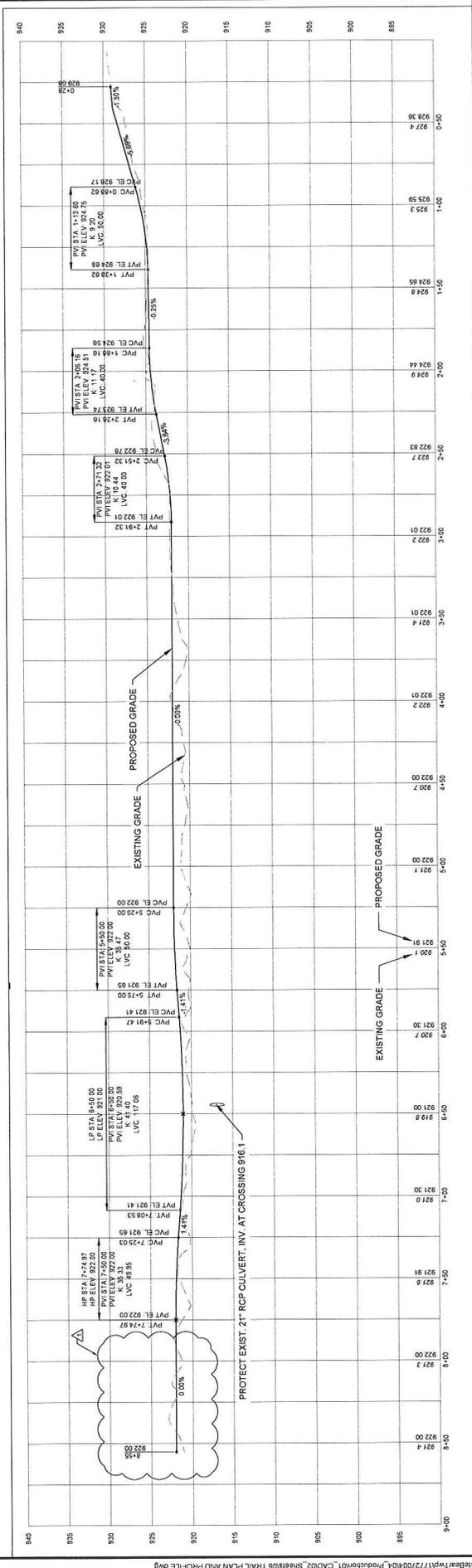
ALTERNATE 1 - 10' WALKING TRAIL				QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
1	MOBILIZATION	0.33	LS	\$ 20,000.00	\$ 6,600.00	\$ 18,600.00	\$ 6,138.00	\$ 6,185.00	\$ 2,701.05	\$ 4,613.91	\$ 1,522.59	\$ 22,500.00	\$ 7,425.00
2	CLEAR	21	EA	\$ 325.00	\$ 6,825.00	\$ 190.00	\$ 3,990.00	\$ 172.80	\$ 3,628.80	\$ 445.43	\$ 9,354.03	\$ 188.00	\$ 4,158.00
3	GRUB	21	EA	\$ 325.00	\$ 6,825.00	\$ 125.00	\$ 2,625.00	\$ 115.20	\$ 2,419.20	\$ 167.04	\$ 3,507.84	\$ 200.00	\$ 4,200.00
4	TRIM TREE BRANCHES	25	EA	\$ 325.00	\$ 8,125.00	\$ 100.00	\$ 2,500.00	\$ 88.00	\$ 2,200.00	\$ 222.72	\$ 5,568.00	\$ 100.00	\$ 2,500.00
5	STRIP & REUSE TOPSOIL	440	CY	\$ 25.00	\$ 11,000.00	\$ 12.00	\$ 5,280.00	\$ 13.29	\$ 5,847.60	\$ 46.80	\$ 20,582.00	\$ 25.00	\$ 11,000.00
6	SILT FENCE TYPE MS	1,700	LF	\$ 5.00	\$ 8,500.00	\$ 1.80	\$ 3,060.00	\$ 2.70	\$ 4,590.00	\$ 1.92	\$ 3,264.00	\$ 2.25	\$ 3,825.00
7	SELECT GRANULAR BORROW (CV)	720	TN	\$ 15.00	\$ 10,800.00	\$ 12.08	\$ 8,697.60	\$ 30.46	\$ 14,443.20	\$ 18.76	\$ 13,507.20	\$ 22.00	\$ 15,840.00
8	6" CLASS 5 AGGREGATE BASE	470	TN	\$ 100.00	\$ 47,000.00	\$ 135.00	\$ 63,150.00	\$ 125.00	\$ 58,750.00	\$ 30.50	\$ 14,335.00	\$ 24.00	\$ 11,280.00
9	1.5" TYPE 9.5 NONWEARING COURSE MIXTURE (2B)	100	TN	\$ 100.00	\$ 10,000.00	\$ 135.00	\$ 13,500.00	\$ 125.00	\$ 12,500.00	\$ 91.21	\$ 9,121.00	\$ 140.00	\$ 14,000.00
10	1.5" TYPE 9.5 WEARING COURSE MIXTURE (2B)	100	TN	\$ 100.00	\$ 10,000.00	\$ 135.00	\$ 13,500.00	\$ 125.00	\$ 12,500.00	\$ 94.92	\$ 9,492.00	\$ 140.00	\$ 14,000.00
11	BITUMINOUS MATERIAL FOR TACK COAT	75	GAL	\$ 4.00	\$ 300.00	\$ 5.00	\$ 375.00	\$ 4.00	\$ 300.00	\$ 6.44	\$ 483.00	\$ 8.50	\$ 637.50
12	GEOTEXTILE FABRIC TYPE V	350	SY	\$ 5.00	\$ 1,750.00	\$ 2.39	\$ 836.50	\$ 2.39	\$ 836.50	\$ 4.13	\$ 1,445.50	\$ 1.75	\$ 612.50
13	TOPSOIL BORROW	100	CY	\$ 50.00	\$ 5,000.00	\$ 18.00	\$ 1,800.00	\$ 54.88	\$ 5,488.00	\$ 55.71	\$ 5,571.00	\$ 35.00	\$ 3,500.00
14	SEEDING	0.41	AC	\$ 6,000.00	\$ 2,460.00	\$ 1,100.00	\$ 451.00	\$ 1,000.00	\$ 410.00	\$ 535.44	\$ 219.53	\$ 550.00	\$ 225.00
15	SEED MIXTURE 25-151	50	LB	\$ 5.00	\$ 250.00	\$ 3.50	\$ 175.00	\$ 7.00	\$ 350.00	\$ 9.65	\$ 482.50	\$ 10.00	\$ 500.00
16	HYDRAULIC STABILIZED FIBER MATRIX	510	LB	\$ 5.00	\$ 2,550.00	\$ 1.20	\$ 612.00	\$ 2.50	\$ 1,275.00	\$ 2.14	\$ 1,091.40	\$ 2.20	\$ 1,122.00
ALTERNATE 1 - TOTAL							\$ 70,942.40		\$ 86,174.95		\$ 99,556.59		\$ 93,355.50

ALTERNATE 2 - 8' WALKING TRAIL				QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
1	MOBILIZATION	0.33	EA	\$ 20,000.00	\$ 6,600.00	\$ 18,600.00	\$ 6,138.00	\$ 8,185.00	\$ 2,701.05	\$ 4,613.91	\$ 1,522.59	\$ 22,500.00	\$ 7,425.00
2	CLEAR	21	EA	\$ 325.00	\$ 6,825.00	\$ 190.00	\$ 3,990.00	\$ 172.80	\$ 3,628.80	\$ 445.43	\$ 9,354.03	\$ 188.00	\$ 4,158.00
3	GRUB	21	EA	\$ 325.00	\$ 6,825.00	\$ 125.00	\$ 2,625.00	\$ 115.20	\$ 2,419.20	\$ 167.04	\$ 3,507.84	\$ 200.00	\$ 4,200.00
4	TRIM TREE BRANCHES	25	EA	\$ 325.00	\$ 8,125.00	\$ 100.00	\$ 2,500.00	\$ 88.00	\$ 2,200.00	\$ 222.72	\$ 5,568.00	\$ 100.00	\$ 2,500.00
5	STRIP & REUSE TOPSOIL	440	CY	\$ 25.00	\$ 11,000.00	\$ 12.00	\$ 5,280.00	\$ 18.25	\$ 8,030.00	\$ 46.80	\$ 20,582.00	\$ 25.00	\$ 11,000.00
6	SILT FENCE TYPE MS	1,700	LF	\$ 5.00	\$ 8,500.00	\$ 1.80	\$ 3,060.00	\$ 2.70	\$ 4,590.00	\$ 1.92	\$ 3,264.00	\$ 2.25	\$ 3,825.00
7	SELECT GRANULAR BORROW (CV)	720	TN	\$ 15.00	\$ 10,800.00	\$ 12.08	\$ 8,697.60	\$ 30.46	\$ 14,443.20	\$ 20.41	\$ 14,695.20	\$ 22.00	\$ 15,840.00
8	6" CLASS 5 AGGREGATE BASE	380	TN	\$ 100.00	\$ 38,000.00	\$ 145.00	\$ 55,100.00	\$ 135.00	\$ 51,300.00	\$ 38.97	\$ 15,188.30	\$ 24.00	\$ 9,120.00
9	1.5" TYPE 9.5 NONWEARING COURSE MIXTURE (2B)	80	TN	\$ 100.00	\$ 8,000.00	\$ 145.00	\$ 11,600.00	\$ 135.00	\$ 10,800.00	\$ 91.21	\$ 7,296.80	\$ 150.00	\$ 12,000.00
10	1.5" TYPE 9.5 WEARING COURSE MIXTURE (2B)	80	TN	\$ 100.00	\$ 8,000.00	\$ 145.00	\$ 11,600.00	\$ 135.00	\$ 10,800.00	\$ 94.92	\$ 7,593.60	\$ 150.00	\$ 12,000.00
11	BITUMINOUS MATERIAL FOR TACK COAT	60	GAL	\$ 4.00	\$ 240.00	\$ 5.00	\$ 300.00	\$ 4.00	\$ 240.00	\$ 6.44	\$ 386.40	\$ 8.50	\$ 510.00
12	GEOTEXTILE FABRIC TYPE V	350	SY	\$ 5.00	\$ 1,750.00	\$ 2.39	\$ 836.50	\$ 2.39	\$ 836.50	\$ 4.13	\$ 1,445.50	\$ 1.75	\$ 612.50
13	TOPSOIL BORROW	100.00	CY	\$ 50.00	\$ 5,000.00	\$ 18.00	\$ 1,800.00	\$ 54.98	\$ 5,498.00	\$ 55.71	\$ 5,571.00	\$ 35.00	\$ 3,500.00
14	SEEDING	0	AC	\$ 6,000.00	\$ 0.00	\$ 1,100.00	\$ 451.00	\$ 1,000.00	\$ 410.00	\$ 535.44	\$ 219.53	\$ 550.00	\$ 225.00
15	SEED MIXTURE 25-151	50	LB	\$ 5.00	\$ 250.00	\$ 3.50	\$ 175.00	\$ 7.00	\$ 350.00	\$ 12.87	\$ 643.50	\$ 10.00	\$ 500.00
16	HYDRAULIC STABILIZED FIBER MATRIX	510	0	\$ 5.00	\$ 2,550.00	\$ 1.20	\$ 612.00	\$ 2.50	\$ 1,275.00	\$ 2.14	\$ 1,091.40	\$ 2.20	\$ 1,122.00
ALTERNATE 2 - TOTAL							\$ 65,784.20		\$ 82,875.15		\$ 97,949.69		\$ 87,308.00

BASE BID + ALTERNATE 1 TOTAL							\$ 175,792.40		\$ 208,226.40		\$ 222,264.47		\$ 227,336.50
BASE BID + ALTERNATE 2 TOTAL							\$ 168,634.20		\$ 204,726.60		\$ 220,957.57		\$ 221,289.00



- NOTES:**
1. CONTRACTOR TO PROTECT EXISTING UTILITIES
 2. CONTRACTOR TO RESTORE ALL AREAS WITH SEED
 3. ROCK CONSTRUCTION ENTRANCES TO BE PLACED AT THE DISCRETION OF THE ENGINEER
 4. REMOVAL OF ALL BRUSH UNDER 4" IS CONSIDERED INCIDENTAL
- LEGEND:**
- CLEAR AND GRUB TREE
 - SILT FENCE
 - PROPOSED CONTOURS
 - EXISTING CONTOURS



NO.	DATE	BY	DESCRIPTION OF REVISIONS
1	8/24/2022	JES	ADDITIONAL #1
2			
3			
4			

DESIGNED	JES
DRAWN	NJK
CHECKED	LPK

PROJECT	DEER MEADOW PARK TRAIL, POND AND SWALE IMPROVEMENTS
CLIENT	444 Cedar Street, Suite 1500, Saint Paul, MN 55101, 651.232.4400, tkda.com
DATE	8/24/2022
SCALE	AS SHOWN
DRAWING NO.	06
PROJECT NO.	17727-004

SCOPE OF WORK:

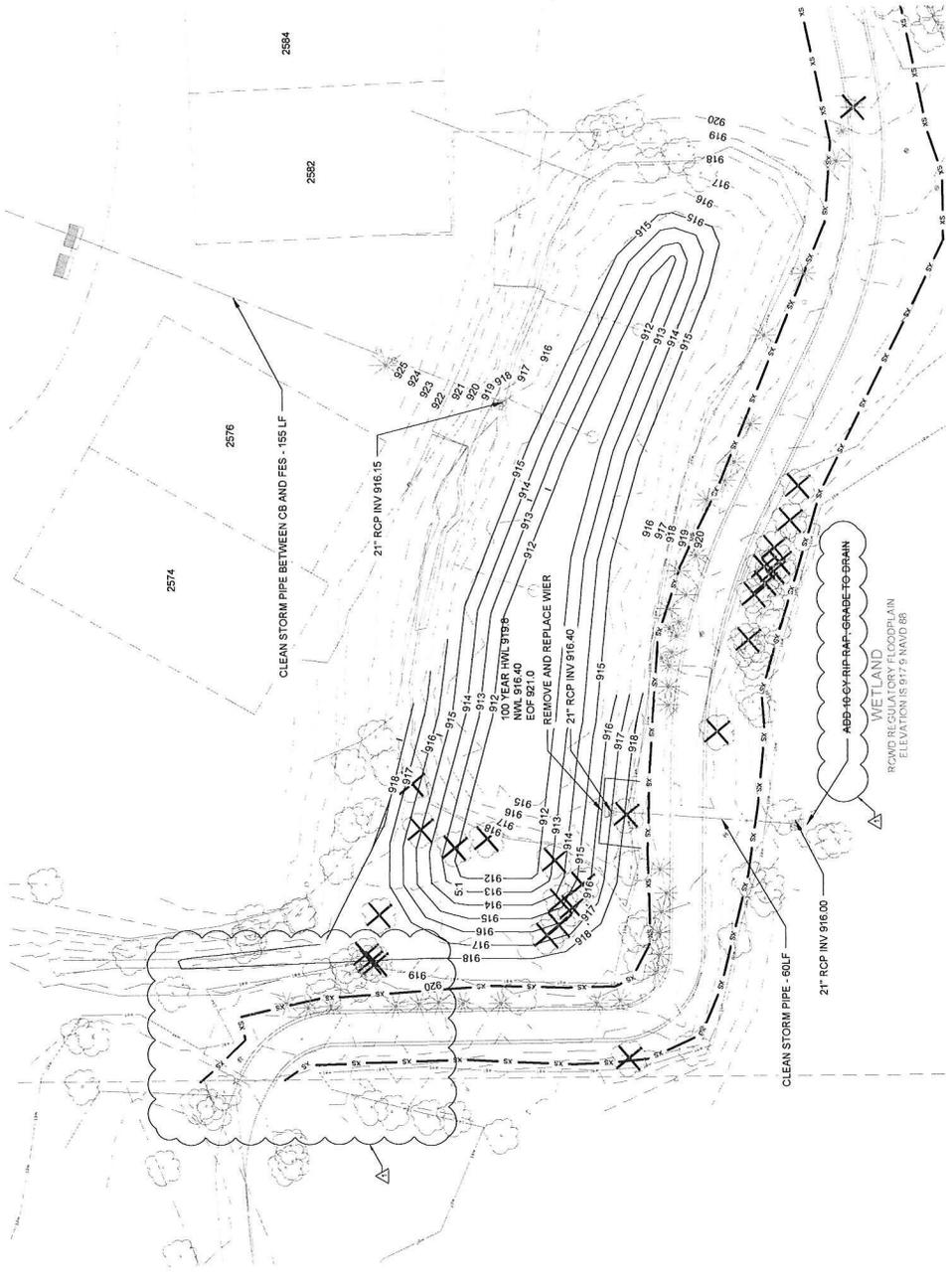
1. LOCATE & PROTECT EXISTING UTILITIES THROUGH GOPHER STATE ONE-CALL.
2. INSTALL ROCK CONSTRUCTION ENTRANCE.
3. EXCAVATE POND BASIN BOTTOM TO ELEV. 912. DISPOSE OF MATERIAL EXCAVATED FROM BASIN BOTTOM, GRADE TO A FLAT SURFACE.
4. ALL EXCAVATED MATERIAL SHALL BE DISPOSED IN ACCEPTABLE MANNER AND IN ACCORDANCE WITH LAWS, RULES, AND REGULATIONS OF JURISDICTIONS WITH AUTHORITY OVER THE DISPOSAL SITE.
5. SOIL SAMPLES HAVE BEEN TAKEN IN THE AREA. SEE SPECIFICATIONS APPENDIX A. PLEASE USE THESE SOIL TESTS AS A GUIDE FOR CONTRACTORS RESPONSIBILITY FOR DISPOSAL OF MATERIALS.
6. PLACE 4" (MIN) OF TOPSOIL AND SEED ALL DISTURBED AREAS (EXCEPT AREA BELOW NWL) WITH MINOT SEED MIX 33291 @ 35 LBS/ACRE.
7. CLEAN STORM SEWER PIPE USING VAC TRUCK OR ENGINEER APPROVED EQUAL.

NOTES:

1. CONTRACTOR TO RESTORE ALL AREAS WITH SEED
2. ROCK CONSTRUCTION ENTRANCES TO BE PLACED AT THE DISCRETION OF THE ENGINEER
3. REMOVAL OF ALL BRUSH UNDER 4" IS CONSIDERED INCIDENTAL
4. CLEAR AND GRUB ALL TREES AND BRUSH LOCATED ON INSLOPES
5. 1280 CY OF FLOODPLAIN STORAGE WILL BE RESTORED

LEGEND:

- X CLEAR AND GRUB TREE
- SILT FENCE
- PROPOSED CONTOURS
- EXISTING CONTOURS



DESIGNER: _____ DRAWN: _____ CHECKED: _____ DATE: _____		DESIGNER: _____ DRAWN: _____ CHECKED: _____ DATE: _____		DESIGNER: _____ DRAWN: _____ CHECKED: _____ DATE: _____	
NO. _____ DATE _____ BY _____ DESCRIPTION OF REVISIONS _____		NO. _____ DATE _____ BY _____ DESCRIPTION OF REVISIONS _____		NO. _____ DATE _____ BY _____ DESCRIPTION OF REVISIONS _____	
PROJECT NAME: K:\24-2020-10-20mm\1772700-004_POND GRADING.dwg SHEET NO: 07		PROJECT NAME: DEER MEADOW PARK TRAIL, POND AND SWALE IMPROVEMENTS SHEET NO: 07		PROJECT NO: 17727.004 DRAWING NO: 07	
444 Cedar Street, Suite 1500 Saint Paul, MN 55101 651.292.4400 tkda.com		TKDA TERRY K. DAVIDSON, P.E. LICENSE NO. 0000000000 DATE 08/2020 NAME JAMILE LETIBENSKI, LIC. NO. 0000000000		DEER MEADOW PARK TRAIL, POND AND SWALE IMPROVEMENTS SHEET NO. 07	

DOCUMENT 00 11 00

ADVERTISEMENT FOR BIDS

NOTICE IS HEREBY GIVEN that sealed Bids will be received, publicly opened, and read aloud by representatives of the Town of White Bear, Minnesota at the Town Administrative Offices, 1281 Hammond Road, White Bear Township, Minnesota 55110, in said Township at **10:00am, Wednesday September 2, 2020** for furnishing all work and materials for the **Deer Meadow Trail, Pond, and Swale Improvements**, consisting of the following:

200 TONS	Bituminous Paving
475 CY	Common Excavation
470 TONS	Aggregate Base Class 5
1,300 CY	Pond Excavation

Bids forms, contract documents, drawings, and specifications as prepared by TKDA, are on file for inspection in the office of the Town Clerk and in the office of the Engineers, whose address is 444 Cedar Street, Saint Paul, Minnesota 55101.

Complete digital Proposal Forms, Plans, and Specifications for use by Contractors submitting a bid are available at www.questcdn.com. You may download the digital plan documents for a non-refundable fee of \$25 by inputting Quest Project No. 7249992 on the website's Project Search page. Please contact QuestCDN.com at 952-233-1632 or info@questcdn.com for assistance in free membership registration, downloading, and working with this digital project information.

Contractors desiring drawings, specifications, and related documents for the purpose of submitting a bid may secure them from the Engineers upon a non-refundable payment of \$50 for each set. ***Mail orders for Drawings and Specifications, and orders for Drawings and Specifications will not be taken by the Town.***

Every bidder must apply to the Town Clerk at 1281 Hammond Road, Town of White Bear, for a Permit before conducting any subsurface investigation and such bidder shall be responsible to check with the utility companies concerning the location of any buried utility services.

No bid will be considered unless it is securely sealed in an envelope and filed with the Town Clerk prior to the time noted above for the closing of bids.

Each bid must be accompanied by a bid bond or cashier's check payable to White Bear Township in an amount not less than five percent (5%) of the total bid as a guarantee that the bidder, if successful, will enter into a contract with the Owner for the work described in the proposal. This deposit will be subject to forfeiture as provided by law. The deposits for the three lowest bidders will be retained by the Owner until the contract has been awarded and executed but not longer than sixty (60) days. No bid may be withdrawn for a period of sixty (60) days following the bid opening.

The Owner reserves the right to reject any or all bids, to waive informalities, or to award the contract to the lowest responsible bidder, in the best interest of the Owner.

The Town Board will consider award of contracts at a regular meeting to be held on Wednesday September 9, 2020 starting at 7:00pm.

Patrick Christopherson
Town Clerk

Dated: August 4, 2020
Published in the White Bear Press on August 12 and August 19, 2020
Published to Questcdn.com on August 12, 2020

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**Town Board Meeting
September 9, 2020**

Agenda Number: 8.B – New Business

Town Engineer Item:

Subject: Leibel Street Stormwater Improvement Project:

1. Receive Quotes.
2. Award Quotes.
3. Authorize TKDA to Perform Construction Observation

Documentation: Town Engineer Correspondence w/ attachments

Action / Motion for Consideration:

Report at Meeting / Discuss

Based on Town Engineer Review & Recommendation:

- 1) Receive Quotes
- 2) Award Quote to Northdale Construction Company, Inc. in the Amount of \$72,793.77
- 3) Authorize TKDA to Perform Construction Observation & the RCWD Coordination Activities for an Amount Not to Exceed \$9,800.00 Which Assumes the Contract Will Proceed in a Timely Fashion to Complete Construction in a Period of Two Weeks Requiring 48 Hours of TKDA Time & Six Hours of TKDA Time Will Also be Needed to Coordinate With RCWD



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

September 3, 2020

Honorable Chairman and Town Board
White Bear Township, Minnesota

Re: Leibel Street Ditch & Storm Quotes and Construction Observation
White Bear Township, Minnesota
TKDA Project No. 17727.008

Dear Board Members:

The Town Board authorized preparation of the Leibel Street Ditch and Storm Improvements and to perform the Rice Creek Watershed District permitting process. The project is on the storm sewer improvements list that was recommended by the Utility Commission due to the deteriorating pipe, structure failure, and ditch flow blockage impacting the business driveways.

Quotes (attached) were received by 11:00am on September 2, 2020 with the following results:

Northdale Construction Company, Inc.	\$ 72,793.77
New Look Contracting	\$111,550.00
Engineer's Estimate	\$ 93,550.00

We recommend awarding a contract to Northdale Construction Company, Inc. in the amount of \$72,793.77. TKDA will perform the construction observation process and the RCWD coordination activities for an amount not to exceed \$9,800.00. This amount assumes the Contractor will proceed in a timely fashion to complete construction in a period of two weeks requiring 48 hours of TKDA staff time, and that six hours of TKDA staff time will also be needed to coordinate with RCWD.

Project Benefits:

1. Storm sewer system maintenance

The overall project funding will be from the Storm Water Utility Fund.

Please let me know if you have additional questions.

Sincerely,

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

Jim Studenski, PE
Town Engineer
Attachments

JES/lpp/ksb/ces

TABULATION OF BIDS

LEIBEL STREET DITCH AND STORM IMPROVEMENTS
 WHITE BEAR TOWNSHIP, MINNESOTA
 TKDA PROJECT NO. 17727.008



ITEM NO.	DESCRIPTION	QUANTITY	UNIT	ENGINEER'S ESTIMATE		NORTHDALE CONSTRUCTION COMPANY, INC.		NEW LOOK CONTRACTING	
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
1	MOBILIZATION	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 14,886.25	\$ 14,886.25	\$ 15,000.00	\$ 15,000.00
2	SILT FENCE TYPE MS	150	LF	\$ 5.00	\$ 750.00	\$ 5.00	\$ 750.00	\$ 5.00	\$ 750.00
3	INLET PROTECTION	11	EA	\$ 150.00	\$ 1,650.00	\$ 300.03	\$ 3,300.33	\$ 250.00	\$ 2,750.00
4	CLEAN AND TELEWISE STORM SEWER PIPE	370	LF	\$ 25.00	\$ 9,250.00	\$ 10.50	\$ 3,885.00	\$ 30.00	\$ 11,100.00
5	REMOVE STORM SEWER PIPE	530	LF	\$ 30.00	\$ 15,900.00	\$ 10.00	\$ 5,300.00	\$ 40.00	\$ 21,200.00
6	REMOVE FLARED END SECTION	1	EA	\$ 400.00	\$ 400.00	\$ 250.00	\$ 250.00	\$ 750.00	\$ 750.00
7	REMOVE MANHOLE STRUCTURE	1	EA	\$ 750.00	\$ 750.00	\$ 600.00	\$ 600.00	\$ 800.00	\$ 800.00
8	COMMON EXCAVATION - DITCH GRADING	340	CY	\$ 40.00	\$ 13,600.00	\$ 50.00	\$ 17,000.00	\$ 50.00	\$ 17,000.00
9	SEEDING	0.3	AC	\$ 5,000.00	\$ 1,500.00	\$ 11,025.00	\$ 3,307.50	\$ 14,000.00	\$ 4,200.00
10	CONSTRUCT DRAINAGE STRUCTURE	1	EA	\$ 5,000.00	\$ 5,000.00	\$ 4,784.47	\$ 4,784.47	\$ 9,500.00	\$ 9,500.00
11	12" GALVANIZED STEEL APRON	2	EA	\$ 1,000.00	\$ 2,000.00	\$ 135.46	\$ 270.92	\$ 1,300.00	\$ 2,600.00
12	12" CP STORM SEWER PIPE - RIBBED HDPE	370	LF	\$ 75.00	\$ 27,750.00	\$ 49.89	\$ 18,459.30	\$ 70.00	\$ 25,900.00
TOTAL BID					\$ 93,550.00		\$ 72,793.77		\$ 111,550.00



**Town Board Meeting
September 9, 2020**

Agenda Number: 8.C – General Business

Subject: Ordinance No. 47 (Housing):
1. Adopt Amendments.
2. Approve Synopsis / Adopt Resolution Authorizing Publication

Documentation: Ordinance Amendment / Synopsis / Resolution

Action / Motion for Consideration:

Report at Meeting / Discuss

Based on Town Attorney Review & Recommendation:

- 1) Adopt Amendments to Ordinance No. 47
- 2) Approve Synopsis of Amendments & Adopt **Resolution Authorizing Publication of the Title & Summary of Amendments to Ordinance NO. 47 (Housing)**

Ruzek – Moves

McCune - Seconds

**Minutes
Executive Meeting
August 28, 2020**

ORDINANCE NO. 47 AMENDMENTS – RENTALS: The Town Attorney gave his recommendations on amending the Ordinance no. 47 for rental properties and Ordinance no. 54 on charging for rental properties. It was noted in one area the fine should be \$300 for 2 and 3 offenses, \$500 after that. The Attorney stopped after 4 offenses because by then hearings should have taken place and licenses should have been revoked.

There was some discussion over the changes. The tenants can request an inspection, but it was noted that there should be a clause added about unnecessary calls, i.e. if the tenant calls in to have a fee charged to the landlord, but there is no issue. The first inspection will be free. The Board will have to approve the amendments, so this will be on the agenda for the Town Board on Wednesday, September 9th. The Board will discuss it so the public knows the Town is doing its due diligence to

help with nuisance houses. Town staff will mail it out to landlords, once amended, and it will have to be signed off at the next license renewal.

The Town Attorney will look over the discussed areas and the Town Clerk will circulate this document to other Town Administrators in the area to gather input.

AN ORDINANCE AMENDING ORDINANCE NO. 47 OF THE TOWN OF WHITE BEAR, RAMSEY COUNTY, MINNESOTA, RELATING TO AND REGULATING THE OCCUPANCY AND MAINTENANCE OF HOUSING IN THE TOWN OF WHITE BEAR, RAMSEY COUNTY, MINNESOTA, PRESCRIBING REGULATIONS TO PROTECT THE PUBLIC HEALTH, SAFETY AND THE GENERAL WELFARE OF THE PEOPLE OF THE TOWN AND PROVIDING PENALTIES FOR THE VIOLATION THEREOF.

THE TOWN BOARD OF SUPERVISORS OF THE TOWN OF WHITE BEAR ORDAINS:

SECTION 1. AMENDMENT. Section 11-4 – Conformance to Laws, of Ordinance No. 47 shall be amended to read as follows:

11-4. CONFORMANCE TO LAWS. No operating license shall be issued or renewed unless the rental dwelling and its premises conform to the Ordinances of the Town of White Bear and the laws of the State of Minnesota.

11-4.1 In addition, the following minimum standards and conditions shall be met in order to hold an operating license under the ordinances of the Town of White Bear. Failure to comply with any of these standards and conditions shall be adequate grounds for denial, non-renewal, suspension or revocation of a rental license issued under the provisions of this ordinance:

- 11-4.2.** The owner shall have paid the required license fee;
- 11-4.3.** The rental dwelling units shall not exceed the maximum number of units permitted under White Bear Ordinances No. 35 and 47;
- 11-4.4.** No rental dwelling or rental dwelling unit shall be over occupied or illegally occupied in violation of Ordinance 47 or applicable Minnesota statutes;
- 11-4.5.** The owner shall not allow the dwelling or dwelling unit to violate any standard set forth in Section 9 of this Ordinance;
- 11-4.6.** The owner shall be in full compliance with the provisions of Section 12 of this Ordinance;
- 11-4.7.** The rental dwelling or rental dwelling unit shall not be found by the Code Enforcement Officer to be in violation of any provision of Section 13 of this Ordinance;
- 11-4.8.** The owner shall be in full compliance with the provision of Section 11-8 of this Ordinance;
- 11-4.9.** The owner shall allow the Code Enforcement Officer to inspect the dwelling or dwelling units as allowed under Section 12-1 of this Ordinance;
- 11-4.10.** The owner shall not have any unpaid fees or fines owing the Town as related to the dwelling or dwelling unit.

SECTION 2. AMENDMENT. Section 11-9 – License Suspension or Revocation, of Ordinance No. 47 shall be amended to read as follows:

11-9. LICENSE SUSPENSION OR REVOCATION. Every operating license issued under the provisions of this Ordinance is subject to suspension or revocation by the Town Board should the licensed owner or his duly authorized resident agent fail to operate or maintain licensed rental dwellings and units therein consistent with the provisions of the Ordinances of the Town of White Bear and the laws of the State of Minnesota. ~~In the event that an operating license is suspended or revoked by the Town Board for just cause, it shall be unlawful for the owner of his duly authorized agent to thereafter permit any new occupancies of vacant or thereafter vacated rental units until such time as valid operating license may be restored by the Town Board.~~ Any person violating this provision shall be guilty of a violation of this Ordinance.

11-9.1. If the Code Enforcement Officer determines that a dwelling or dwelling unit fails to meet the standards set forth in Section 11-4 of this Ordinance, the Code Enforcement Officer shall mail a deficiency notice to the owner or its duly authorized resident agent. The notice shall identify the reasons why the dwelling or dwelling unit failed to meet the standards. The notice shall set a date by which all deficiencies must be cured. The date of cure shall not be less than twenty-one days from the date of the notice no more than forty days from the date of the notice. It shall also set a date for re-inspection.

11-9.2. If upon re-inspection all deficiencies have not been cured a second deficiency notice shall be sent to the owner or the owners duly authorized resident agent. The owner shall have ten days from the date of the second deficiency notice to correct those deficiencies noted thereon. The second deficiency notice shall also set a date for re-inspection, which shall not be more than fifteen days from the date of the notice.

11-9.3. Upon failure to satisfy the second deficiency notice. The dwelling or dwelling unit, rental license shall be subject to an action for denial, suspension, non-renewal or revocation.

11-9.4. Action for denial, suspension, non-renewal or revocation may also occur if a dwelling or dwelling unit has received two separate deficiency notices during any consecutive twelve month period.

11-9.5. An action for denial, suspension, non-renewal or revocation shall be commenced by the Code Enforcement Officer sending the owner or the owners duly authorized resident agent a notice of denial, suspension, non-renewal or revocation. The notice shall state:

11-9.5(1). That the Code Enforcement Officer has determined that the dwelling or dwelling unit has failed to meet the standards set forth in Section 11-4;

11-9.5(2). Identify the specific failure of said standard and why those standards have not been satisfied;

- 11-9.5(3).** Efforts by the Code Enforcement Officer to seek compliance with the standards;
- 11-9.5(4).** That the Code Enforcement Officer has referred the matter to the Town Board for a hearing into the matter;
- 11-9.5(5).** The date for the hearing set by the Town Board.

11-9.6. Upon receipt of the notice the Town Board shall set a date for the hearing. The date shall be at least twenty-one days from the date of the notice, described in this Section 11-11, has been deposited in the United States mail.

11-9.7. At the hearing the owner shall be allowed to present all relevant evidence and arguments. Upon closing of the hearing the Town Board shall determine the proper remedy. The remedy may include license denial, suspension, non-renewal or revocation. If the Town Board decides to grant additional time to cure the deficiency it shall identify the remaining deficiencies and set forth the additional time to cure said deficiencies. Cure shall be determined by the Code Enforcement Officer. Failure to cure within the time allowed shall result in automatic denial, suspension, non-renewal or revocation of the license as originally determined by the Town Board.

11-9.8. If a license is denied, suspended, not renewed or revoked under provisions of this Ordinance all rights to occupy the dwelling or dwelling unit shall immediately terminate. Notice of such denial, suspension, non-renewal or revocation shall be mailed to each tenant. The notice shall identify the dwelling or dwelling unit to be vacated and state the date the tenant must vacate the dwelling or dwelling unit.

11-9.9. If a license for a dwelling or dwelling unit has been denied, not renewed, suspended or revoked, the owner shall have a right to reapply for an operating license. Before any reapplication is accepted the Code Enforcement Officer must inspect the dwelling or dwelling unit and find that the dwelling or dwelling unit now satisfies the standards set forth in Section 11-4. In no event may an owner reapply for a license within six months of the decision by the Town Board to deny, non-renewal or revoke the previous license.

SECTION 3. AMENDMENT. Section 12 – Enforcement and Inspection Authority, of Ordinance No. 47 shall be amended by adding Section 12-2 which shall read as follows:

12-2. EXCESSIVE INSPECTIONS. In the event the Code Enforcement Officer is required to make more than one inspection of a dwelling or dwelling unit that is subject to licensing pursuant to the provisions of Section 11 of this Ordinance. In that event, the owner shall be subject to an excess inspection fee set forth in Section 4-13 of Ordinance 54.

SECTION 4. SEVERABILITY. Should any section, subdivision, clause or other provision of this Ordinance be held to be invalid by any court of competent jurisdiction, such

decision shall not affect the validity of the Ordinance as a whole, or of any part thereof, other than the part held to be invalid.

SECTION 5. EFFECTIVE DATE. This Ordinance shall take effect and be in force from and after its passage and publication.

Passed by the Town Board of Supervisors of the Town of White Bear, Ramsey County, Minnesota, this 9th day of September, 2020.

APPROVED:

ED M. PRUDHON, Chair

ATTEST:

PATRICK CHRISTOPHERSON, Clerk-Treasurer

BOARD OF SUPERVISORS
ED M. PRUDHON, Chair
STEVEN A. RUZEK, Supervisor
SCOTT E. MCCUNE, Supervisor

Synopsis Published in the White Bear Press September 23, 2020.



Public Notice

Ordinance No. 47 Amendments Relating to & Regulating the Occupancy & Maintenance of Housing in White Bear Township

The amendment to the above described Ordinance in the Town of White Bear was adopted on September 9, 2020. The following summarizes the Ordinance.

- Section 1. Sets forth the minimum standards & conditions which shall be met in order to hold a rental license.
- Section 2. Sets forth the procedure for possible suspension or revocation of a license.
- Section 3. Establishes possible inspection fees for excessive inspections.
- Section 4. States that if any part of this Ordinance is held to be invalid, it shall not affect the validity of the Ordinance as a whole.
- Section 5. Establishes the effective date of the amendment.

A copy of this Ordinance amendment is available for review at the Town Administrative Offices, 1281 Hammond Road, White Bear Township, Minnesota. This Ordinance becomes effective upon publication of this summary.

BY ORDER OF THE TOWN BOARD OF SUPERVISORS

PATRICK CHRISTOPHERSON, Clerk-Treasurer

Board of Supervisors:
Ed M. Prudhon, Chair
Steven A. Ruzek, Supervisor
Scott E. McCune, Supervisor

EXTRACT OF MINUTES OF A MEETING OF THE TOWN
BOARD OF THE TOWN OF WHITE BEAR, MINNESOTA,
HELD ON SEPTEMBER 9, 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 September 9, 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 AUTHORIZING PUBLICATION OF THE
TITLE & SUMMARY OF AMENDMENTS TO
ORDINANCE NO. 47 (HOUSING)**

WHEREAS, the Town Board of Supervisors of the Town of White Bear have approved passage of amendments to Ordinance No. 47 (Housing) in the Town of White Bear,

AND WHEREAS, the sections of the amendments to Ordinance No. 47 (Housing) have been summarized,

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

That the summary of amendments to Ordinance No. 47 (Housing) clearly informs the public of the intent and effect of the Ordinance.

That the Town Clerk is hereby authorized, in accordance with Minnesota Statutes, Section 368.01, Subd. 21, to publish the amendments to Ordinance No. 47 (Housing) and to also advise that a copy of the Ordinance is available for inspection at the Town Offices.

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

Whereupon said Resolution was declared duly passed and adopted.

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

I, the undersigned, being the duly qualified and acting Clerk of the Town of White Bear, Minnesota, DO HEREBY CERTIFY that I have carefully compared the attached and foregoing Extract of Minutes of a Regular meeting of the Town Board of the said Town held on the 9th day of September 2020, with the original on file in my office, and that the same is a full, true and complete transcript therefrom, insofar as the same relates to a Resolution relating to Ordinance No. 47.

WITNESS my hand as such Clerk and the Town Clerk's Seal this 9th day of September, 2020.

TOWN CLERK, TOWN OF WHITE BEAR MINN.



**Town Board Meeting
September 9, 2020**

Agenda Number: 8.D – General Business

Subject: Ordinance No. 54 (Fees & Charges) – Adopt Amendments

Documentation: Ordinance Amendment

Action / Motion for Consideration:

Report at Meeting / Discuss

Based on Town Attorney Review & Recommendation Adopt Amendment to Ordinance No. 54 Adding Section 4-13

**AN ORDINANCE AMENDING ORDINANCE NO. 54 OF THE
TOWN OF WHITE BEAR, ADOPTED DECEMBER 15, 1984,
AS AMENDED, BEING AN ORDINANCE ESTABLISHING FEES
AND CHARGES TO BE PAID IN THE TOWN OF WHITE BEAR**

THE TOWN BOARD OF SUPERVISORS OF THE TOWN OF WHITE BEAR ORDAINS:

SECTION 1. AMENDMENT. Section 4 – Miscellaneous Fees and Charges, of Ordinance No. 54 is amended by adding Section 4-13 which shall read as follows:

4-13. EXCESSIVE INSPECTION FEE.

4-13.1.	2 & 3 Inspections in One Calendar Year (1/1-12/31)	\$ 500.00/per Occurrence
4-13.2.	4 or more Inspections in One Calendar Year (1/1-12/31)	\$1,000.00/per Occurrence

Inspections instituted due to a request of a third party shall not be charged or used to calculate the number of inspections in One Calendar Year.

SECTION 2. SEVERABILITY. Should any section, subdivision, clause or other provision of this Ordinance be held to be invalid by any court of competent jurisdiction, such decision shall not affect the validity of the Ordinance as a whole or any part hereof other than the part held to be invalid.

SECTION 3. EFFECTIVE DATE. This Ordinance shall take effect and be in force from and after its passage and publication.

Passed by the Town Board of Supervisors of the Town of White Bear, Ramsey County, Minnesota, this 9th day of September, 2020.

APPROVED:

ED M. PRUDHON, Chair

ATTEST:

PATRICK CHRISTOPHERSON, Clerk-Treasurer

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



Town Board Meeting September 9, 2020

Agenda Number: 8.E – General Business

Subject: Ordinance No. 5 (Animal) – Adopt Amendment

Documentation: Ordinance Amendment

Action / Motion for Consideration:

Report at Meeting / Discuss

Based on Planning Commission & Staff Review & Recommendation Adopt the Amendment to Ordinance No. 5 Which Adds Section 3-15.8

Minutes
Planning Commission Meeting
July 23, 2020

CONSIDER POSSIBLE ORDINANCE NO. 35 AMENDMENTS REGARDING THE KEEPING OF A) CHICKENS – B) PIGS: The Town Planner reported that he had emailed additional information out regarding chickens, modeled after the City of White Bear ordinance. With the proposed amendment changes, residents could have up to 4 hens and no roosters. There was some discussion on the maintenance. There was some discussion on property size and whether or not the Town should add limitations on property size. It was decided that having the limitations of 50 feet from an adjacent building is limitation enough. Only single family homes can have chickens: no town homes.

It was noted that no building permit is required for a coop, but there was discussion on how the Town Building inspector would be kept in the loop to ensure residents' compliance with Town Ordinances. It was decided that there should be either some type of building permit with a minimal fee or with a chicken license similar to the dog license.

There was some discussion over the concept of a "limited accessory structure." Residents can only have one garage and one accessory structure except structures like gazebos and tree houses which are exempted.

Blin moved to approve the proposed ordinance language. Artner seconded. Ayes: Loes, Kotilinek, Blin, Artner.

It was decided that staff should have a look at the coops.

Kotilinek motioned to consider chicken coops limited accessory structures. Artner seconded. Ayes: Loes, Kotilinek, Blin, Artner. Nay: Denn.

This will address the main issue and will require a building permit.

Pigs: The Town Planner reported that currently the Town's ordinance prohibits wild/exotic animals. The proposed change would add this wording to ordinance 3-15.8 "Any Vietnamese potbellied pig, excludes porcelain teacup or similar sized miniature pigs."

There was some discussion of whether the Town should mention any weight restrictions, as pigs can get pretty large. It was noted that the Town has only ever had 1 request and it was from someone who was considering moving to the Township, but never did.

Blin moved the proposed language for ordinance amendment to be welcoming to pigs. Loes seconded. Ayes: Loes, Kotilinek, Blin, Artner.

**AN ORDINANCE AMENDING ORDINANCE NO. 5 OF THE TOWN
OF WHITE BEAR, RAMSEY COUNTY, MINNESOTA, BEING AN ORDINANCE
LICENSING AND REGULATING THE KEEPING OF DOGS AND OTHER
ANIMALS, ADOPTED SEPTEMBER 21, 1981, AS AMENDED**

THE TOWN BOARD OF SUPERVISORS OF THE TOWN OF WHITE BEAR ORDAINS:

SECTION 1. AMENDMENT. Section 3-15.8 – DEFINITIONS of Ordinance No. 5 is amended to read as follows:

3-15.8. Any Vietnamese pot-bellied pig, **excludes Porcelain Tea Cup pigs.**

SECTION 2. SEVERABILITY. Should any section, subdivision, clause or other provision of this Ordinance be held to be invalid by any court of competent jurisdiction, such decision shall not affect the validity of the Ordinance as a whole, or of any part hereof, other than the part held to be invalid.

SECTION 3. EFFECTIVE DATE. This Ordinance shall take effect and be in force from and after its passage and publication.

Passed by the Town Board of Supervisors of the Town of White Bear, Ramsey County, Minnesota, this 9th day of September, 2020.

APPROVED:

ED M. PRUDHON, Chair

ATTEST:

PATRICK CHRISTOPHERSON, Clerk-Treasurer

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



**Town Board Meeting
September 9, 2020**

Agenda Number: 8.F – General Business

Subject: COVID-19 – Adopt Policy Amendment

Documentation: Revised Policy

Action / Motion for Consideration:

Report at Meeting / Discuss

Based on Staff Review & Recommendation Adopt the Amendment to the Township's COVID-19 Policy



COVID-19 Preparedness Plan for White Bear Township

Background: Executive Order 20-48 issued by Gov. Tim Walz on April 30, 2020, requires each business in operation during the peacetime emergency establish a COVID-19 Preparedness Plan.

Purpose: White Bear Township is committed to providing a safe and healthy workplace for all our workers and customers. To ensure that, we have developed the following COVID-19 Preparedness Plan in response to the COVID-19 pandemic. Managers and workers are all responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our workplaces and communities, and that requires full cooperation amongst our workers, management and customers. Only through this cooperative effort can we establish and maintain the safety and health of our workplaces.

Policy: Management and workers are responsible for implementing and complying with all aspects of this COVID-19 Preparedness Plan. **White Bear Township** managers, supervisors, employees and Elected Officials have our full support in enforcing the provisions of this policy.

Our workers are our most important assets. We are serious about safety and health and keeping our workers working at **White Bear Township**. Worker involvement is essential in developing and implementing a successful COVID-19 Preparedness Plan. We have involved our workers in this process by **direct input regarding the structure of our plan**. Our COVID-19 Preparedness Plan follows Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines, federal OSHA standards related to COVID-19 and Executive Order 20-48, and addresses:

- hygiene and respiratory etiquette;
- engineering and administrative controls for social distancing;
- customer controls and protections for drop-off, pick-up and delivery;
- housekeeping, including cleaning, disinfecting and decontamination;
- prompt identification and isolation of sick persons;
- communications and training that will be provided to managers and workers; and
- management and supervision necessary to ensure effective implementation of the plan.

Screening and policies for employees exhibiting signs and symptoms of COVID-19

Workers have been informed of and encouraged to self-monitor for signs and symptoms of COVID-19. The following policies and procedures are being implemented to assess workers' health status prior to entering the workplace and for workers to report when they are sick or experiencing symptoms

- Self-monitoring for signs of sickness and or fever
- Physician consultation

White Bear Township has implemented leave policies that promote workers staying at home when they are sick, when household members are sick, or when required by a health care provider to isolate or quarantine themselves or a member of their household.

- **The Township adheres to and follows all guidelines within the existent FMLA requirements**
- **The Township added an additional 80 hours of flex leave per employee effective immediately**
- **The Township understands with the new approach in schooling statewide, that from time to time employees may need to adjust their schedules to help out at home SPECIFICALLY related to distance learning and staggered district schedules. Per manager oversight and approval, staff may request temporary 40 hour weekly work schedule adjustments in order to accommodate school district/state mandated directives related to COVID 19.**

Accommodations for workers with underlying medical conditions or who have household members with underlying health conditions have been implemented and reflect self-monitoring

White Bear Township has also implemented a policy for informing workers if they have been exposed to a person with COVID-19 at their workplace and requiring them to quarantine for the required amount of time.

- Human Resources will immediately place the employee on 10 days paid administrative leave

In addition, a policy has been implemented to protect the privacy of workers' health status and health information, compliant with all State and Federal Data privacy laws.

Handwashing

Basic infection prevention measures are being implemented at our workplaces at all times. Workers are instructed to wash their hands for at least 20 seconds with soap and water frequently throughout the day, but especially at the beginning and end of their shift, prior to any mealtimes and after using the toilet. All visitors to the facility will be required to wash their hands prior to or immediately upon entering the facility. Some workplaces may have hand-sanitizer dispensers (that use sanitizers of greater than 60% alcohol) that can be used for hand hygiene in place of soap and water, as long as hands are not visibly soiled.

Respiratory etiquette: Cover your cough or sneeze

Workers and visitors are being instructed to cover their mouth and nose with their sleeve or a tissue when coughing or sneezing and to avoid touching their face, in particular their mouth, nose and eyes, with their hands. They should dispose of tissues in the trash and wash or sanitize their hands immediately afterward. Respiratory etiquette will be demonstrated on posters and supported by making tissues and trash receptacles available to all workers and visitors.

Social distancing

Social distancing is being implemented in the workplace through the following engineering and administrative controls: Workers, visitors and customers are prohibited from gathering in groups. Workers and visitors are prohibited from gathering in confined areas, including elevators, and from using other workers' personal protective equipment, phones, computer equipment, desks, cubicles, workstations, offices or other personal work tools and equipment.

Housekeeping

Regular housekeeping practices are being implemented, including routine cleaning and disinfecting of work surfaces, equipment, tools and machinery, delivery vehicles and areas in the work environment, including restrooms, break rooms, lunch rooms, meeting rooms, and drop-off and pick-up locations. Frequent cleaning and disinfecting will be conducted in high-touch areas, such as phones, keyboards, touch screens, controls, door handles, elevator panels, railings, copy machines, credit card readers, delivery equipment, etc. **These tasks will be completed on as regular a basis as possible with a minimum expectation of 32-33 times a week**

Communications and training

This Preparedness Plan was communicated **via internal memo** to all workers **5/8/2020**. Additional communication and instruction will be ongoing and provided to all workers. Instructions will be communicated to customers about how drop-off, pick-up and delivery will be conducted to ensure social distancing between the customer, the worker and other customers, and about the recommendation that customers use face masks when dropping off, picking up or accepting delivery. Managers and supervisors are to monitor how effective the program has been implemented by **input to the Town Clerk**. Management and workers are to work through this new program together and update as necessary. This COVID-19 Preparedness Plan has been certified by **White Bear Township** management and was posted throughout the workplace 5/11/2020. It will be updated as necessary.

Originally Adopted by the Town Board 7/6/2020.

Revised 9/9/2020.

Appendix A – Guidance for developing a COVID-19 Preparedness Plan

General

CDC Coronavirus (COVID-19) – www.cdc.gov/coronavirus/2019-nCoV

MDH Coronavirus – www.health.state.mn.us/diseases/coronavirus

State of Minnesota COVID-19 response – <https://mn.gov/covid19/>

Businesses

CDC Resources for businesses and employers – www.cdc.gov/coronavirus/2019-ncov/community/organizations/businesses-employers.html

CDC General business frequently asked questions – www.cdc.gov/coronavirus/2019-ncov/community/general-business-faq.html

MDH Businesses and employers: COVID-19 – www.health.state.mn.us/diseases/coronavirus/businesses.html

Minnesota Department of Employment and Economic Development (DEED) COVID-19 information and resources – <https://mn.gov/deed/newscenter/covid/>

DLI Updates related to COVID-19 – www.dli.mn.gov/updates

Federal OSHA – www.osha.gov

Handwashing

www.cdc.gov/handwashing/when-how-handwashing.html

www.cdc.gov/handwashing

<https://youtu.be/d914EnpU4Fo>

Respiratory etiquette: Cover your cough or sneeze

www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html

www.health.state.mn.us/diseases/coronavirus/prevention.html

www.cdc.gov/healthywater/hygiene/etiquette/coughing_sneezing.html

Social distancing

www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html

www.health.state.mn.us/diseases/coronavirus/businesses.html

Housekeeping

www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html

www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/disinfecting-your-home.html

www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2

www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html

Employees exhibiting signs and symptoms of COVID-19

www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html

www.health.state.mn.us/diseases/coronavirus/basics.html

www.health.state.mn.us/diseases/coronavirus/facilityhlthscreen.pdf

Training

www.health.state.mn.us/diseases/coronavirus/about.pdf

www.cdc.gov/coronavirus/2019-ncov/community/guidance-small-business.html

www.osha.gov/Publications/OSHA3990.pdf



**Town Board Meeting
September 9, 2020**

Agenda Number: 8.G – General Business

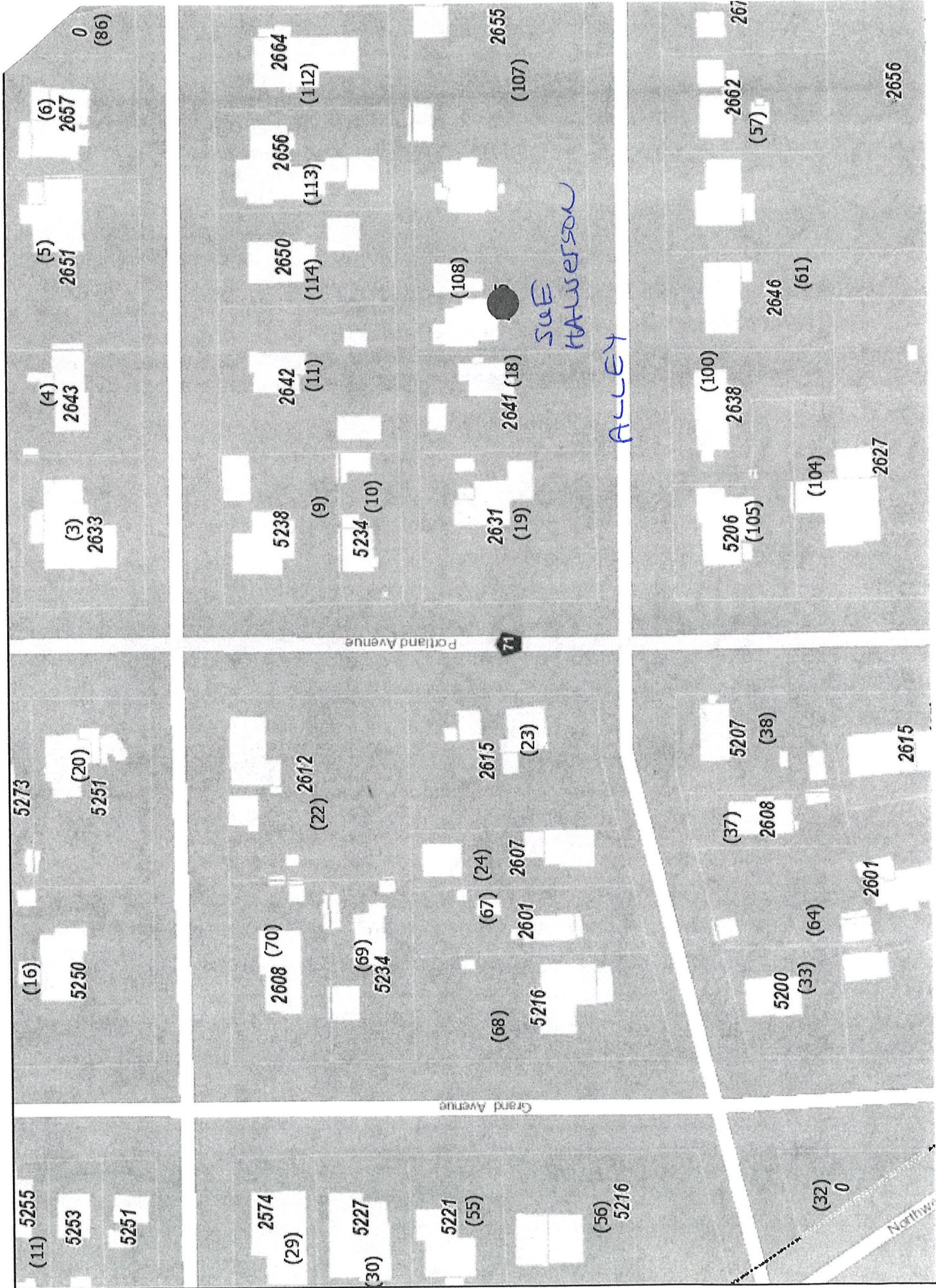
Subject: No Parking Sign Request – Montgomery Alley

Documentation: Map

Action / Motion for Consideration:

Report at Meeting / Discuss

Map Ramsey





**Town Board Meeting
September 9, 2020**

Agenda Number: 9 –10-11-12

Subject: Open Time
Added Agenda Items
Receipt of Agenda Materials & Supplements
Adjournment

Action / Motion for Consideration:

Added Agenda Items

Receive All Agenda Materials & Supplements for Tonight's Meeting

Adjourn Meeting