

DENMARK TOWN BOARD MEETING MINUTES
April 3, 2017

SUPERVISORS PRESENT: Kathy Higgins, Joe Moore, Karen Herman, John Strohfus

ABSENT: None

STAFF PRESENT: Attorney Troy Gilchrist (Kennedy-Graven), Engineer Cara Geheren

CALL TO ORDER: Meeting called to order @ 7:01 PM by Chair Higgins

AGENDA APPROVAL: K Higgins added Board Vacancy. **Motion J Moore/2nd J Strohfus approval of agenda as amended. Voting Yes-J Moore, J Strohfus, K Herman, K Higgins. Voting No- None. Abstaining- None. Motion Carried 4-0-0.**

CONSENT AGENDA APPROVAL: Motion J Moore/2nd K Herman approval of Consent Agenda items which include Minutes 03/06/2017 Board Meeting, Claims (10884-10894), EFT payments- PERA 412755, MN Rev. Tax 0413614912, Federal Tax 00466805 payroll ending 04/01/2017 and Financial Reports.
Voting Yes- J Moore, K Herman, J Strohfus, K Higgins. Voting No- None. Abstaining- None. Motion Carried 4-0-0.

HEARING DECISIONS/ZONING ACTIONS: St Croix Knolls Stables Minor Subdivision/Conditional Use Permit At its 3/20/17 Planning Commission Meeting, the Planning Commission tabled St Croix Knolls Stables application request. The hearing is continued at the April 17, 2017 to address questions raised during the hearing.

PUBLIC COMMENT: None

BUSINESS ITEMS:

South Washington Watershed district (SWWD): Matt Moore (SWWD Administrator) addressed the Board. SWWD updated its 10 yr watershed management plan. Plan was updated internally without outside consultant and will be updated every few years in the future. Plan can be found on SWWD website. Completed design of overflow project. Overflow carries water out of the northern half of Woodbury, down south through Cottage Grove. Working joint project with County and Co Rd 19, which includes improvements to the Cottage Grove Ravine Park.

Completed design for the Gray Cloud Crossing project, working with County and Co Rd 75. Continue to work on Trout Brook subwatershed, and with Afton Alps to reconfigure their parking lot, by recreating the meander in the stream to its original location, which is at the bottom of the hill. Now, there is much groundwater coming out of the side of the hill. Culverts will be replaced and banks will be stabilized. In conjunction with the conservation district, will start with the ravine inventory in the watershed, to identify the projects to reduce phosphorus loading into Trout Brook. Will also be reviewing subwatershed assessments. SWWD is open to working with Township on any watershed concerns.

St Croix Knoll Road Vacation Hearing:

7:15 PM Hearing opened for St Croix Knoll Road Vacation. Because the underlying permit applications for St Croix Knolls Stables were tabled to April, the applicant requested that the road vacation be continued to May. **Motion J Moore/2nd J Strohfus to continue the St Croix Knoll Road Vacation Hearing to May 1, 2017 at 7:00 PM at the Town Hall. Voting Yes- J Moore, J Strohfus, K Herman, K Higgins. Voting No- None. Abstaining- None. Motion Carried 4-0-0.**

Universal Services: Building Official Bob LaBrosse addressed the Board. Property owner has placed a temporary office building on the site without a building permit. Owner was asked to appear at the Board meeting to discuss his plans. Town has received complaints regarding mobile office/parking/lawn restoration/road cleanup/exterior storage issues at the site. Building Official has sent a letter to owner regarding the non-compliant conditions at the site. Due to the business's rapid growth and increased staff, the owner has indicated that he would like to move his business to an area that is more conducive to his business. Board consensus to authorize the Attorney/Building Official to send letter to property owner requesting that he attend the May Board Meeting to discuss his plans/intent/non compliant issues with the Board. If the owner does not show at the May meeting, possible action could be for Board to initiate notice of revocation.

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Standards For New Road Construction: Engineer Geheren provided an updated draft of Standards For New Road Construction to the Board. Prior standards were set in 2003.

Erosion Control language added.

Curbing on roadways that have greater than 8% slopes-bituminous vs. concrete curb/gutter. Bituminous curb tends to not hold up well due to snow plowing.

Town ordinance provides for a minimum roadway section which calls for 6" class 5", 1 ½ " asphalt base course and 1 ½" asphalt wear course. Town requires that a geotechnical engineer provides an engineering recommendation for each of the roadway section, but sometimes we do end up with the minimum 3" of asphalt. That's no longer typical. Typical MnDOT calculations call for a minimum of 2" base course and 1 ½ " wear course. Town Engineer recommends changes to this to increase long term durability of the roads.

Working Hours added to standards to allow for work from 7AM-7PM Mon-Fri, 8-5 Sat, additional hrs with prior approval from the Town Engineer.

Acceptance and Acknowledgement by the developer of the standards. This language is more appropriate in a Development Agreement and should be addressed on a project specific basis and Engineer recommends removal from the Standard Specifications-Board consensus to remove.

Driveway Culverts- add minimum of 15" diameter.

Board will review draft and discuss at May Board meeting.

Gravel Quotes: Town received 2 class 5 limerock quotes.

Rumpca \$5.80 T/material and \$2.45 T/hauling. Bryan Rock \$8.45 T/material and \$3.65 T hauling. Roads contractor has to be on site when gravel is delivered to the roads, so he can apply the gravel to the roads. Tri-County was authorized in 2016 to haul gravel for Township roads, at the same haul rate that the Board approved for the pit.

Motion J Moore/2nd J Strohfus approval for Rumpca Excavating quote of \$5.80 T/material and \$2.45 T/hauling, and authorization for Tri-County to haul material at \$2.45 T. Voting Yes- J Moore, J Strohfus, K Herman, K Higgins. Voting No- None. Abstaining- None. Motion Carried 4-0-0.

Discussion: Roads contractor indicated that he believed the material quality from both pits would be the same.

Dustcoat Quotes: Town received 2 quotes for dustcoat.

Luhman's Construction Co- magnesium chloride .98/gal applied and calcium chloride \$1.00/gal applied.

Envirotech Services, Inc- magnesium chloride \$.88/gal applied and calcium chloride \$1.01/gal applied.

Motion J Strohfus/2nd K Herman to approve Envirotech Services, Inc quote of \$1.01 gal/ applied, based on their past performance Dustcoating Denmark's roads, noting the negligible \$.01 cost difference.

Voting yes- J Strohfus, K Herman, J Moore, K Higgins. Voting No- None. Abstaining- None. Motion Carried 4-0-0.

Schedule Road Tour: Road Tour scheduled for Tuesday, April 11, 2017 @ 4:30 PM.

Schedule Portfolio Meeting: Portfolio Meeting scheduled for Monday, April 24, 2017 @ 4:30 PM.

Board Vacancy: Supervisor Seat #5 vacated 12/31/16 due to John Kummer's resignation (term ending Jan 2019-election Nov 2018). Two Township residents expressed interest in the position. Bob Rucker addressed the Board. Has lived in the Town for about 5 years, resides on Neal Ave. Currently works for MnDOT in the agreement (state/local government agreements) department and has also worked in MnDOT road maintenance department and ADA office. Would be interested in filling in as a Supervisor in the interim. Plans on retiring in about 5 years and is interested in volunteering venues. Believes he has enough experience that he could do some good for the Town.

The other resident interested in the position is an attorney and has expressed interest in the position. Board consensus that based on Mr. Rucker's interest, availability, government and road experience, to make the appointment.

Motion J Strohfus/2nd J Moore to appoint Robert Rucker to fill the vacancy Supervisor Seat #5 for the remainder of the term ending January 2019. Voting Yes- J Strohfus, J Moore, K Herman, K Higgins. Voting No- None. Abstaining- None. Motion Carried 4-0-0.

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Organizational Items:

Election of Chair, Vice-Chair: J Moore nominated K Higgins as Chair. No other nominations.

Motion J Moore/2nd J Strohfus to appoint K Higgins as Chair. Voting Yes- J Moore, J Strohfus, K Herman. Voting No- None. Abstaining- K Higgins. Motion Carried 3-0-1.

Motion J Strohfus/2nd J Moore to appoint K Herman as Vice-Chair. Voting Yes- J Strohfus, J Moore, K Higgins. Voting No- None. Abstaining- K Herman. Motion Carried 3-0-1.

Designate Official Newspaper of Record: Publishing currently Hastings Star Gazette, also Pioneer Press when directed by Board. **Motion J Moore/2nd J Strohfus to designate Official Newspaper of Record as Hastings Star Gazette, and Pioneer Press when directed by the Board.** Voting Yes- J Moore, J Strohfus, K Herman, K Higgins. Voting No- None. Abstaining- None. Motion Carried 4-0-0.

Designate Official Posting Place: Posting currently on Town Hall south Bulletin Board.

Motion J Moore/2nd K Herman to designate Official Posting Place as Town Hall south Bulletin Board. Voting Yes- J Moore, K Herman, J Strohfus, K Higgins. Voting No- None. Abstaining- None. Motion Carried 4-0-0.

Designate Official Bank: Currently Vermillion State Bank. **Motion J Moore/2nd J Strohfus to designate Vermillion State Bank as official Township Bank.** Voting Yes- J Moore, J Strohfus, K Herman, K Higgins. Voting No- None. Abstaining- None. Motion Carried 4-0-0.

Gopher Bounty: Currently \$3.00 gopher-electors recommended keeping same.

Motion J Moore/2nd J Strohfus to set gopher bounty at \$3.00 per gopher. Voting Yes- J Moore, J Strohfus, K Herman, K Higgins. Voting No- None. Abstaining- None. Motion Carried 4-0-0.

Supervisor Salary: Currently \$70.00 per meeting and \$300.00 per month Chair-electors recommended further Board discussion.

Discussion- J Moore recommended setting chair pay at \$550.00/month and meeting pay set at \$80.00/meeting. J Strohfus asked for clarification regarding number of monthly hours the work involved and if the current pay is sufficient, noting that the pay is likely not sufficient for the work load and would support chair pay at least at \$500. Chair indicated that the \$300 Chair pay is a flat fee. The hours worked depend on what is going on in any given month. J Moore noted that there is a constant pressure as far as the Town workload. Chair also noted that in the past year there have been a lot of developments, resident requests/applications and issues. K Herman asked if the Chair's portfolio items could be changed to reduce some of the workload and believed that should be part of the discussion. K Higgins noted that the portfolio items should be addressed at the portfolio meeting. K Higgins also noted that the individual meeting pay was \$65 in 1996 and was increased a few years later to \$70. Proposal to increase meeting pay to \$80 is reasonable is also supported by the salary survey that was done last year.

Motion J Moore/2nd J Strohfus to set monthly chair salary at \$500.00 and supervisor meetings at \$80.00 per meeting. Voting Yes- J Moore, J Strohfus, K Herman. Voting No- None. Abstaining- K Higgins. Motion Carried 3-0-1.

Motion J Moore/2nd J Strohfus to set 2018 Annual Meeting- Tuesday, March 13, 2018 7:00 PM @ the Denmark Town Hall. Voting Yes- J Moore, J Strohfus, K Herman, K Higgins. Voting No- None. Abstaining- None. Motion Carried 4-0-0.

Note: Reconvening of 2017 Annual Meeting is Tuesday, September 9, 2017 @ 7:00 PM. Regular Board Meeting to follow.

Contracted Staff:

Motion J Moore/2nd J Strohfus to continue current agreements with Kennedy-Graven/Legal Services, WSB/Planning Services and Focus Engineering/Engineering Services as contracted Staff. Voting Yes- J Moore, J Strohfus, K Herman, K Higgins. Voting No-None. Abstaining- None. Motion Carried 4-0-0.

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LEGAL REPORTS:

Resident is requesting to keep their existing home on their property while they are building a new home. Resident would like to salvage some of the existing house materials to use for the new house. Agreement will be drafted to include a security deposit for possibly 150% of the demolition cost to insure removal of the current house by a certain date. County had indicated that they are agreeable with the request as long as the Township has an agreement for current house removal in place. Resident has indicated that he would enter into such agreement. Attorney noted that from a legal perspective, an agreement is preferred with an assessment if necessary.

Motion J Strohfus/2nd J Moore to authorize Town Attorney to draft an agreement between the Town and the resident, to allow the existing home to remain in place until June, 2018, subject to an agreement stating requirement of 150% demolition cost security and costs related to drafting an agreement by the Town Attorney. Authorization for Chair/Clerk to execute document.

Voting Yes- J Strohfus, J Moore, K Herman, K Higgins. Voting No- None. Abstaining- None. Motion Carried 4-0-0.

9:10 PM **Motion J Moore/2nd J Strohfus to adjourn.** Voting Yes- J Moore, J Strohfus, K Higgins, K Herman. Voting No- None. Abstaining- None. Motion Carried 4-0-0.

Becky Herman

Denmark Township Clerk/Treasurer

Denmark Township Chair