

Empire Township Meeting Minutes November 12, 2019

The Town Board meeting was called to order by Chairman Terry Holmes at 8:00 PM.

Present were: Terry Holmes, Jamie Elvestad, Ed Gerten, Charles Seipel, Jeff Hince, Denise Williamson, Jane Kansier, and Brian Hilgardner.

Agenda: Jamie Elvestad made a motion to approve the agenda. Ed Gerten seconded. Motion passed 3-0.

Meeting Minutes: Ed Gerten made a motion to approve the minutes of the Town Board Meeting of October 22, 2019; the Park & Rec Meeting of October 28 and November 11, 2019; and the Planning Commission Meeting of November 5, 2019. Jamie Elvestad seconded. Motion passed 3-0.

Treasurer Report: The treasurer's report showed a General Fund Account balance of \$29,001.40 plus investments and an Escrow Account balance of \$3,059.65 plus investments. A transfer of \$7,000 from escrow savings to escrow checking was made on 11/05/2019.

Jamie Elvestad made a motion to approve the financial report. Ed Gerten seconded. Motion passed 3-0.

Visitors: Dakota County Sheriff's Deputy, Tim Gonder, was present to discuss law enforcement activity in the Township. Deputy Gonder reported that if the Township would like to have flashing message signs to combat speeding installed, they are available and easy to install and remove.

Bills to be Paid: Jamie Elvestad made a motion to approve the attached list of bills in the amount of \$45,211.27. Ed Gerten seconded. Motion passed 3-0.

Committee Reports

Maintenance / Sewer and Water / Road and Bridges

Jeff Hince reported that the maintenance crew is cleaning catch basins. It is likely that street sweeping will take place next week, if the weather cooperates.

Park & Rec

Denise Williamson reported that the Holiday Party will be taking place on Saturday, December 7th at the Public Works Building. Everyone is welcome to come.

Engineering

Brian Hilgardner reported that the Highway 3 box culvert for Aggregate Industries has been installed.

It was reported that there was an issue regarding the location of a gas line at the proposed 170th Street Roundabout. Northern Natural Gas is working with MN DOT to try to resolve the issue of location with the line. If there is any delay in the plans because of this issue, it is likely that the roundabout project will be pushed back until 2021. Empire Township's cost share for the project will be ten percent of construction costs.

Planning

Jane Kansier reported that a public hearing for a proposed the IUP to allow automobile sales at 20485 Chippendale Ave has been scheduled for the Planning Commission meeting on November 19th.

Discussion was held regarding the potential for business development in the mineral extraction overlay district and what the implications would be if businesses were allowed to locate in this district. It was recommended that a joint Town Board and Planning Commission be held in the future to discuss this further.

It was reported that an EFPAC meeting will be held this Tuesday evening in Farmington. The item of potential development at the Southern Hills Golf Course should be included in the agenda.

Old Business:

The Town Board reviewed the draft personnel policy. The use of accrued vacation time and modifications to the section regarding reports of safety concerns was discussed. Seipel will make modifications to the draft policy based on tonight's discussion and have updated copies available for the next meeting.

New Business:

The Town Board reviewed the proposed Empire Township Capital Asset Policy. Seipel reported that the policy serves as a guide when determining the Township's capital assets for future accrual basis audit reporting. Jamie Elvestad made a motion to adopt the Empire Township Capital Asset Policy. Ed Gerten seconded. Motion passed 3-0.

The Town Board reviewed a draft franchise agreement from Charter Communications. This proposed agreement replaces the existing agreement that is set to expire in January of 2020. Jamie Elvestad made a motion to have the Township's attorney review the draft franchise agreement with Charter Communications. Ed Gerten seconded. Motion passed 3-0.

The Town Board reviewed a request from Kathleen Karsko at 3270 199th Street Court for an adjustment of her water bill. Kathleen stated that her bill was unusually high due to extra usage that was required when her water was tested for contaminants by the Minnesota Department of Health. It was reported that no contaminants were found. The Town Board recommended that the water invoice be adjusted so that the previous quarterly water bill was invoiced for the base charge.

Jamie Elvestad made a motion to approve the renewal of the liquor license for Southern Hills Golf Course. Ed Gerten seconded. Motion passed 3-0.

The Town Board reviewed information on a possible nuisance violation at 19889 Butternut Trail. Documentation included a photo of an inoperable pickup truck located in the driveway at this property. It was reported that this pickup truck is believed to have not been moved for several months. The Town Board directed Seipel to request that the Township attorney send the property owner a letter regarding the nuisance violation.

FYI:

The Town Board reviewed information from MAT regarding the annual meeting notice; information from the Dakota County Sheriff's Office regarding Emergency Management in the Township; it was reported that Denise and Charlie will be at election training this Thursday afternoon.

The Town Board Meeting adjourned at 9:40 PM.

Terry Holmes Chairman, Town Board

Charles Seipel, Clerk – Treasurer