

Empire Township Meeting Minutes November 26, 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 November 12, 2019; the Planning Commission Meeting/Town Board Meeting of November 19, 2019; and the Park & Rec. Commission Meeting of November 25, 2019. Jamie Elvestad seconded. Motion passed 3-0.

Treasurer Report: The treasurer's report showed a General Fund Account balance of \$49,959.39 plus investments and an Escrow Account balance of \$13,059.65 plus investments. The balance sheet and profit & loss by class reports as of November 26, 2019 were reviewed.

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

Visitors: No visitor comments.

Bills to be Paid: Ed Gerten made a motion to approve the attached list of bills in the amount of \$71,126.07. Jamie Elvestad seconded. Motion passed 3-0. The Clerk should check into the Verizon bill to see why it is high.

Committee Reports

Maintenance / Sewer and Water / Road and Bridges

Jeff Hince reported that the Township has received an invoice for fixing the plumbing in a house on 191st Street. The house has a booster pump and the plumbing was to repair a leak in the pipe going to the booster pump. After some discussion, the Town Board recommended that going forward, the Township should be responsible for the booster pump only. Other plumbing in the house, even if it serves the booster pump, should be the resident's responsibility. Letters should be sent to residents that have booster pumps, providing this clarification.

The maintenance department has been preparing equipment and the streets for the upcoming snow fall.

Park & Rec

The possibility of placing of floodlight at the Sachs Park hockey rink was discussed. The Township should check with Xcel Energy to see if it is possible to place such a light on one of the power poles.

The rates for the Public Works Rental Facility and the Ballfield rentals was discussed. A \$25 garbage fee should be added to rental bookings to cover the costs of solid waste disposal. The rental fees for the Ballfields should remain the same.

The Township Holiday Party will take place on Saturday, December 7th at the Public Works Building.

Engineering

Brian Hilgardner reported that the natural gas company has agreed to move the gas lines to a spot closer to the right of way at the proposed Highway 3 and 170th Street Roundabout project. The agreements granting MN Dot and the Township right away on the Fischer property for the roundabout still need to be signed.

The possibility of constructing a ditch or drain tile near the Adelman and Met Council property was discussed earlier this week at a meeting with the Adelman's. The Township would need to request an easement onto the western portion of the Met Council property so a ditch could be constructed along the western property line of the Met Council site. A ditch would be better than tile in the long term. If the Met Council is not willing to grant an easement, the easement would need to be located on Adelman's land. The Met Council would need to place the proposed culvert at their private drive next summer before any work on a proposed ditch can take place.

Brian Hilgardner reported that there should be funds left from the 2019 Street Reconstruction project bond to allocate funds to reimburse the Township for expenses related to the Highway 3 and 170th Street roundabout and possibly for the proposed ditch by the Met Council site.

Planning

Jane Kansier reported that the Planning Commission made the recommendation to extend the IUP to allow automobile sales at 20485 Chippendale Ave until June 30th, 2020 with the condition that no more than 30 vehicles or a combination of 30 vehicles and boats be stored on the property at any time and that all vehicles be parked behind the front fence.

A letter stating the conditions for extension of the IUP should be sent to the business and property owners.

Jamie Elvestad made a motion to approve the extension of the IUP to allow automobile sales at 20485 Chippendale Ave until June 30th, 2020. Ed Gerten seconded. Motion passed 3-0.

The applicant for the IUP to permit the proposed Verizon Monopole structure at 2735 Vermillion River Trail has submitted a request to postpone the decision on their IUP to December 10th. This

would extend the deadline for action to February 8, 2020. Jamie Elvestad made a motion to extend the decision on the IUP application for a monopole structure at 2735 Vermillion River Trail to December 10, 2019. Ed Gerten seconded. Motion passed 3-0.

The Town Board reviewed a letter and signature sheet from neighbors opposed to the proposed monopole structure.

The Town Board reviewed a survey of a proposed parcel split of 10 acres from the parcel owned by William and Darlene Berg and to add the 10 acres to the property currently located at 17373 Biscayne Ave W and owned by Gregory and Pam Featherstone. The 10 acres removed from the Berg parcel would need to be combined to the parcel owned by the Featherstone's in order to meet zoning ordinance requirements.

Jane Kansier reported that a grading permit application for the Ames Construction site has been received and she will be working with them on an IUP application for their proposed project.

Charles Seipel reported that he and attorney Mike Couri visited the property owner at 20265 Chippendale Ave to discuss removal of unused vehicles and accumulated materials from the property. Mike Couri will submit a letter to the property owner outlining the plan to clean the property as a result of that visit and the property will be revisited after January 1, 2020.

Old Business:

The draft Personnel Policy was further discussed. Additional additions and changes to the policy include: the inclusion of language relating to clothing allowance for maintenance personnel for \$150 in annual reimbursement for expenses related to boots; language relating to maintenance certifications and pay; vacation being prorated to the date of hire; the carry over of vacation time into the following year.

New Business:

The Town Board reviewed a list of assessments to be applied in the Township for past due water and sewer payments in the amount of \$42,310.08. Jamie Elvestad made a motion to approve the list of one-year assessments for past due water and sewer invoices to be submitted to Dakota County. Ed Gerten seconded. Motion passed 3-0.

Jamie Elvestad made a motion to approve the agreement with Lewis, Kish & Associated for the auditing of the 2019 financial statements. Ed Gerten seconded. Motion passed 3-0.

Jamie Elvestad made a motion to approve Resolution 2019-11A, A Resolution Designating the Official Polling Place for 2020 Elections in Empire Township. Ed Gerten seconded. Motion passed 3-0.

The Town Board reviewed the notice of filing for Town Board of Supervisors in Empire Township.

It was recommended that the last Town Board meeting of December take place on Monday, December 23rd at 7:00 PM.

FYI:

The Town Board reviewed information from the Farmington Fire Department to RSVP for their banquet that will take place in January and the notice of a joint meeting with the Planning Commission to take place on December 3rd at 7:00 PM to hear about the Dakota County 2040 Transportation Plan.

The Town Board Meeting adjourned at 9:05 PM.

Terry Holmes Chairman, Town Board

Charles Seipel, Clerk – Treasurer