

**Empire Township Meeting Minutes
July 9, 2019**

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

Present were: Terry Holmes, Ed Gerten, Jamie Elvestad, 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: Jamie Elvestad made a motion to approve the minutes of the Town Board meeting on June 25, 2019, and the Park and Recreation meeting on July 8, 2019. Ed Gerten seconded. Motion passed 3-0.

Treasurer Report: The treasurer's report showed a General Account balance of \$261,706.11 plus investments and an Escrow Account balance of \$7,814.65 plus investments. A transfer of \$600,000 from checking to savings was made. Ed Gerten made a motion to approve the unaudited treasurer report as read. Jamie Elvestad seconded. Motion passed 3-0.

Visitors:

Resident Mitch Berge, at 3175 200th Street West, contested the late fee on his water/sewer account. Berge stated that he dropped payment off in the office drop box before the due date and that he has never previously missed a payment. The Town Board recommended that the late fee be waived.

Bills to be paid: Ed Gerten made a motion to approve the attached list of bills in the amount of \$51,656.72. Jamie Elvestad seconded. Motion passed 3-0

Committee Reports

Maintenance / Sewer and Water / Road and Bridges

Jeff Hince provided the Town Board with photos of storm water structures that are currently being repaired as well as photos of the street reconstruction project. Hince also reported that new gravel is being applied to some of the Township roads and that reclaiming in phase two of the reconstruction project will begin this week, with new curb concrete to be poured late next week.

Discussion was held on where residents affected by the street reconstruction project should park their campers and RV's during the time when new concrete curb is curing. The need to park

these vehicles may coincide with the Empire Celebration; therefore they will need to park somewhere other than the Town Hall parking lot. It was recommended that the owners of these vehicles be advised to park at the Public Works parking lot, near Highway 66. This information will be included in the new newsletter that will be sent out by Bolton & Menk and staff will try to reach out to owners of these vehicles. If a resident would like to park their vehicle at the Public Works lot, they should provide the Township with their name, address, license plate number and phone number.

Park and Rec

Denise Williamson reported that Park and Rec has received a quote in the amount of \$650 from C & H Sport Surfaces, Inc. to paint two sets of lines on the tennis court for pickle ball. Jamie Elvestad made a motion to proceed with the installation of pickle ball lines on the tennis court. Ed Gerten seconded. Motion passed 3-0.

Brian Hilgardner presented information from McNamara contracting regarding options to repair or replace sections of recreational trail that are in poor condition. Brian recommended that the Township pursue the option of having the poor sections of trail reclaimed. Discussion was held on the previous recommendation to allocate an additional \$20,000 to parks and trails capital improvements in the 2019 budget. The current budget allocates \$30,000 for park and trail repair. The Town Board recommended that Jeff Hince determine what sections of trail need repaired and proceed with the repairs.

Bolton & Menk

Brian Hilgardner reported that there have been concerns from some residents regarding issues associated with the street reconstruction project having adverse impacts on their personal property. Brian stated that these issues should be submitted to the contractor as they are covered by the contractor's insurance for the project.

The Town Board reviewed a pay request in the amount of \$319,563.85 from McNamara Contracting Inc. for work on the 2019 street reconstruction project. Jamie Elvestad made a motion to approve the pay request, submitted by McNamara Contracting, for work on the street reconstruction project. Ed Gerten seconded. Motion passed 3-0.

Planning

Jane Kansier presented an update on the Collaborative Comprehensive Plan. The plan has been found complete by the Met Council for most entities in the collaboration. Jane expects that Empire Township's portion of the plan will be found complete very soon. The Town Board reviewed an amendment to the agreement for professional services between Bolton & Menk and the Dakota County Township Officers' Association. The agreement includes an additional \$16,000 in fees that have been invoiced to participants in the collaborative.

Jane presented a memo regarding the proposed amendment to Ordinance No. 505, Emergency Response Services Ordinance. The Planning Commission has recommended the adoption of an ordinance amendment that incorporates the fees for false alarms that are similar to the City of Farmington's Ordinance. This includes a fee for \$150 per false alarm call, after the fourth call, and \$300 for residential properties and \$500 for non-residential properties after the fifth call.

The Town Board recommended the consideration of this amendment at the July 23rd Town Board Meeting.

Jane presented a memo regarding proposed Ordinance No. 280, the Empire Township Nuisance Ordinance. The memo explained that the proposed ordinance incorporates input from the Planning Commission, the Township attorney as well as some items found in the Mendota Heights nuisance ordinance. The Town Board recommended the consideration of this ordinance at the July 23rd Town Board Meeting.

The Town Board reviewed a landscaping escrow agreement with the developer of the Feely East solar project. Jane reported that the agreement looked good except for a minor correction that needs to be made. The Town Board recommended the approval of the agreement, provided that the minor correction is made.

Jane reported that she will send the Township updated maps and address lists that cover the transfer of building rights and post it on the GIS site.

New Business

The Town Board reviewed a request from Dakota County to renew the contracts relating to the CDBG, HOME, and ESG programs. Ed Gerten made a motion to renew the contracts with Dakota County for the CBDG, HOME, and ESG programs. Jamie Elvestad seconded. Motion passed 3-0.

Charles Seipel reported that some Township employees have requested that the Township's pay period be set at two weeks. Jamie Elvestad made a motion to set the Empire Township pay period for two weeks, effective July 15, 2019. Ed Gerten seconded. Motion passed 3-0.

FYI:

The Town Board reviewed information from the MN Department of Health regarding the service connection fee increase, effective Jan. 1, 2020; a public comment period for amendments to the Vermillion River Watershed JPO Standards; and the Dakota County Emergency Management Training to take place on October 23rd. Charles Seipel and Jamie Elvestad stated that they can attend the training.

Meeting adjourned at 9:35 PM.

Terry Holmes, Chairman Town Board

Charles Seipel, Clerk - Treasurer