

MINUTES

[Approved 08.28.2023]

SPECIAL MEETING (12:00n)

Present: Chair Mike Klingelhutz, Vice-chair Cathy Nielsen, Supervisor Pete Parris, Clerk/Treasurer Leanne Kunze, Public Works Technicians Brian Lawrence and James Schilling; Kyle Colvin, MacKenzie Young, and Raya Esmaili from Metropolitan Council; Blake Paulson from Congressman Tom Emmer's Office; and State Senator Julia Coleman.

Session was called to order at 12:01pm

Introductions (*see list of those present above*)

Chair Klingelhutz provided an **overview of our 201 Community Sewer System**

Supervisor Parris provided a **synopsis of the feasibility study and proposed Facility Plan**

Discussed various **funding options** – direct investment from the state, fed, grants, and loans:

- Kyle Colvin is very familiar with the 201 system, noting EPA offering this alternative many years ago with a 25 year life expectancy and our 40+ year system is really pushing the envelope well beyond its life cycle. When asked if Met Council would allow residents to get off of the 201 system and put in their own if the project costs/assessments were unreasonable, Kyle shared that it could be a less costly option for the property owner if they have adequate space on their property to do so as the most reasonable solution, but many of the areas on our 201 maps do not appear to have sufficient space – not to mention the proximity to lakes.
- Senator Coleman will write the bill and work to garner support for helping fund the project – ask for what you need, show you have skin in the game, and will likely be \$1m at a time to build over time.
- Township to follow up with Coleman and bonding staff to provide necessary information to write the bill and garner support.
- Met Council representatives agreed with the need for multiple funding sources to and likelihood of needing to build the funding over a period of time for “cash-flowing” a project in phases. (e.g., feasibility study, planning, design, implementation).
- Met Council does not have funds to offer, but offered technical support and assistance with planning work and inter-community discussions with Chaska, Waconia, and Victoria as the all have program capacity as development continues.
- Met Council representatives recommend reaching out to Jeff Freeman at PFA regarding loans available for projects that impact water quality.
- Blake Paulson asked to be kept informed so he may loop in Congressman Emmers' DC Office regarding potential for federal funding. This is not an area that would have traditionally

supported, but currently has three (3) "Community Funding Project" requests active this budget cycle. Emmers' staff will need evidence of support of all stakeholders before making any requests.

- Paulson also suggested we reach out to Minnesota's US Senators to garner support for federal funding for this project.

Special Meeting **adjourned** 1:02p (*Special Meeting agenda completed*)

PUBLIC WORKS WORK SESSION (1:00p)

Present: Chair Klingelutz, Vice-chair Nielsen, Supervisor Parris, Clerk/Treasurer Kunze, Public Works Technicians Brian Lawrence and James Schilling.

Public Works Work Session was called to order at 1:12pm

Roads

- Reviewed 2023 Road Tour Task List
 - Asphalt
 - boring samples will be taken late August with results 2-3 weeks later
 - patching included 8 tons on Summit (compared to 9 for all of Augusta)
 - Little Ave at Co Rd 140 will be done in 2024 with Dahlgren splitting cost
 - Gravel
 - Marcus St alleyway – 5 truckloads completed
 - Augusta Road on schedule for turning to gravel in 2024
 - Red rock pile for shoulder work on Airport Road – tentative start date 8/28
 - Work planned in ROWs
 - Clean and repair Hoggarth swale
 - Ditch cleaning
 - Reassess drain tile repair on Cardinal / drainage easement
 - Tree trimming around powerline at Smothers' will disrupt power (MVEC)
- Quotes (2) for tree trimming services presented (4 days / 4 hours)
 - True 'N' Fair Tree quote = \$150.00/hour
 - L and T Tree Services quote = \$275/hour with a 4-hour minimum
- Dust Control report from 1st application shared; 2nd application scheduled for later this week

Equipment

- Fair market values of used implements received (back blade \$350; drag harrow \$150; cultivator \$400)
 - Back blade has been sold; 2 remaining pieces are posted on Marketplace

Sewers

- Pleased with discussion at Special Meeting (prior to work session) re: 201 system improvements
- AR manhole pipe replaced; went well; sent email to Board with pictures
- Force main sweep 90 fitting replacements for jetting (Rhoj Av, Shady Pt)
- Discussed jetting the other end of Scandia Rd (700' each direction from #2 site)
 - Measuring 60 gallons/min near the Schram site; down to 30 gallons/min after corner
- Cyclical pumping of septic tanks continues; 20 pumped; 55 to go (can do approx. 6/day)
- Discussed small list of residents who have not responded/have not had sump pump inspection per ordinance.
 - Questions such as "What if a resident were to refuse?"

- Ordinance references penalty of \$100.00/month to be billed if not compliant
- Staff to send certified letter to remaining residents with an inspection window and notice re: penalty date
- Pump truck approved to be taken to International in Glencoe for diagnostics/repair after high-pumping season.

Miscellaneous

- Discussion re: consideration of membership with MN Rural Water Association (MRWA).
 - They meet at the Carver County Fairgrounds
 - Training provided
 - \$420 membership
 - After discussion with staff re: current training attached to licensure and board member discussion of cost/benefit, it was determined that MRWA membership will not be pursued.

Public Works Work Session **adjourned** 2:55p (agenda completed)

REGULAR TOWN BOARD MEETING (3:00p)

Present: Chair Klingelhutz, Vice-chair Nielsen, Supervisor Parris, and Clerk/Treasurer Kunze.

Regular Meeting was called to order at 3:01p

Regular Meeting Agenda was adopted as amended:

- **Add:**
 - Consider using ARPA funds for the asphalt boring samples
 - Consider quotes for tree removal assistance
 - Consider sending letter for remaining sump pump inspection locations

Motion by Parris to adopt the agenda as amended.

Second by Klingelhutz

Motion carried (3-0)

Open Forum (left open until 3:15pm) is an opportunity for citizens to discuss issues with the Board on items not on the agenda. Individuals are asked to limit their comments to 5 minutes. The Chairman may limit the number of speakers discussing the same issue. The Town Board will take no official action on items discussed at the Open Forum. Items discussed at the Open Forum may be referred to staff for possible consideration at a future meeting. **There were no residents/visitors in attendance.**

Minutes

- Regular Meeting Minutes – July 24, 2023

Motion by Klingelhutz to approve the Regular Meeting Minutes from July 24, 2023.

Second by Nielsen

Motion carried (3-0)

Financials

- Approved Payment of Claims #13884-13920 totaling \$42,588.18

Motion by Nielsen to approve payment of Claims 13884-13920 totaling \$42,588.18

Second by Klingelhutz

Motion carried (3-0)

- Schedule 1 Treasurer’s Report

Motion by Nielsen to accept the Schedule 1 Treasurer’s Report

Second by Klingelhutz

Motion carried (3-0)

- Reviewed Receipts Register: \$39,861.43

Chair Klingelhutz noted the Receipts Register has been received and reviewed.

- Reviewed bank balancing for Month Ending July 31, 2023

Chair Klingelhutz noted the July bank balancing was received, reviewed, and balanced.

Unfinished Business (none)

New Business

- Considered Resolution 2023-10R Board Consent for renewal of liquor license for Schram Winery
Motion by Klingelhutz to adopt Resolution 2023-10R
Second by Parris
Motion carried (3-0)
- Consider Resolution 2023-11R Board Consent for renewal of liquor license for Vandy's Grille
Motion by Parris to adopt Resolution 2023-11R with a notation in the minutes regarding Board concern relating to impacts and responsibilities of Island View Golf Club and/or Vandy's Grille to address consumption of intoxicating substances brought from outside and used on the course.
Second by Klingelhutz
Motion carried (3-0)
- Consider Resolution 2023-12R Board Consent for renewal of liquor license for Parley Lake Winery
Motion by Klingelhutz to adopt Resolution 2023-12R
Second by Parris
Motion carried (3-0)
- Review City of Victoria's Comprehensive Plan Amendment & Comment Form
Motion by Nielsen to submit the form, checking box 2 with a comment noting current traffic concerns at Hwy 5 and Co 11 and the need to mitigate.
Second by Parris
Motion carried (3-0)
- Consider property owner request to waive late fees on 201 Sewer Utility Bill
Motion by Nielsen to uphold the penalty
Second by Parris
Discussed precedent, policy, practice, and reviewed the printed information on the bill that specifically provides the date penalty is assessed and a statement urging payees to allow plenty of time for mailing – confirming the payment is due to the township by that date, not postmarked by that date.
Motion carried (2-1)
- Discuss next steps re: 201 sewer improvement project
Motion by Nielsen to adopt the following next steps in response to today's Special Meeting regarding funding assistance to be able to proceed with the necessary 201 improvements:
 1. Kunze to arrange follow-up meeting with MN Senator Coleman and bonding staff (Parris and Kunze to attend preliminary meeting if needed)
 2. Accept Met Council offer to convene meetings with each impacted City to include their Public Works Director and City Administrator, also to include County Commissioner(s) and MN Representatives Coleman, Nash, Rehm to continue the unified message and plan
 3. Convene the Township's ad hoc Sewer Committee to review the final version of the study/project once the final copy is received from Bolton & Menk.

4. Kunze to reach out to US Senators Klobuchar and Smith and keep Blake informed as liaison to Congressman Emmer's office in DC

Second by Parris

Motion carried (3-0)

- Consider using ARPA funds for the asphalt boring samples
Motion by Nielsen for Clerk to use ARPA funds to pay invoice for the boring samples portion of paving project.
Second by Klingelhutz
Motion carried (3-0)
- Consider quotes for tree removal assistance
Motion by Nielsen to award contract to True 'N' Fair Tree Care for up to \$4,000.00 using their quote of \$150.00/hour.
Second by Klingelhutz
Motion carried (3-0)
- Consider sending letter for remaining sump pump inspection locations
Motion by Nielsen to have staff send a letter to those who have not had their sump pump inspected, and for staff to confirm with town attorney re: penalty language in ordinance.
Second by Klingelhutz
Motion carried (3-0)

Board Member Reports

- Reviewed the *Pending Business List*:
 - Pierson Lake Drive Easement – now that retaining wall is no longer an encroachment, the transfer Agreement between the township and Hoggarth is ready for execution. Kunze to reach out to Hoggarth's for signatures. Board has already authorized Clerk and Chair to sign and execute. Once executed, send a copy to Rosin and Mestad and remove from list.
 - Intersection of Little Ave and Co Rd 141 – Parris spoke to Thompson and Dahlgren agrees to split cost of repair. Joint meeting of Dahlgren and Laketown to be scheduled mid-September.
 - Augusta Road – still on track to turn Augusta Rd to gravel in 2024 per agreement with Dahlgren and lack of support by residents to have asphalt improvement assessed. This matter, along with our maintenance agreement and the intersection mentioned above to be the topics of a Special Meeting to be scheduled in September with Dahlgren Township.
 - 201 Sewer System issues – (1) Jan View Ln camera lines waiting for wet conditions; (2) Reitz Lake Lift Station panel – in queue with our contracted electrician
 - Grants – nothing new to report on MPCA or CDA grants
 - Ordinance clean-up – on-going
- Chair Klingelhutz reports working with game warden for testing of a fox that was killed near a home off of Airport Rd – appearance was mangy and concerned it could be rabid. Also reported native mussels in Lake Pierson are a good sign for lake health.
- Vice Chair Nielsen had nothing further to report.
- Supervisor Parris reported attending the Board of Appeals at Carver County in support of Alex Young's Variance request – no issues. Mr. Young was grateful to have in-person support from the Township.

- Clerk/Treasurer Kunze - Kunze requested and was approved to attend the MAT training focusing on CTAS at the St Michael location on 09.26.23 (cost of \$50.00 to be invoiced by MAT to Twp)

Reviewed correspondence:

- July 2023 Permits issued by Carver County

Regular Meeting adjourned at 4:31pm

Motion by Klingelhutz to adjourn the meeting.

Second by Parris

Motion carried (3-0)

Respectfully submitted,
Leanne Kunze, Clerk/Treasurer

Board approved: 08-28-23 (date)

Leanne Kunze X *Mike Klingelhutz*
ATTEST: Leanne Kunze Mike Klingelhutz
Clerk/Treasurer Board Chair

