

## WEST LAKELAND TOWNSHIP

Regular Meeting

September 10, 2012

7:00 p.m.

Oak-Land Jr. High School

Present: Chairman Dan Kylo, Supervisor Steven Ebner, Supervisor Dave Schultz, Mr. Frank Ticknor, Township Engineer; Ms. Marsha Olson, Township Treasurer; Ms. Sue Agrimson, Clerk; Mr. Scott McDonald, Township Attorney; Mr. Dave Dupay, Planning Commission Chair; and Mr. Duane Stensland, Building Inspector

### **Call to Order**

Chairman Kylo called the meeting to order at 7:00 PM.

### **Approval of the Minutes**

Supervisor Ebner moved to approve the minutes as corrected. Seconded by Supervisor Schultz, the motion carried.

### **Treasurer's Report**

Ms. Olson presented the treasurer's report, reflecting \$18,000 in receipts, and \$28,000 in expenses. Supervisor Ebner moved to approve the report as presented. Seconded by Supervisor Schultz, the motion carried.

The board reviewed the bids for the 2012 audit, to be completed in 2013. Abdo, Eick and Meyers bid not to exceed \$10,800. HLB Tautges Redpath bid \$13,000. Supervisor Schultz moved to accept the bid from from Abdo, Eick and Meyers. Seconded by Chairman Kylo, the motion carried.

The treasurer and clerk noted that the ability to store documents on behalf of the township is an issue. The documents are stored in their homes, and space is extremely limited. The board was requested to investigate alternatives for storage.

### **Review and Pay the Bills**

Supervisor Ebner moved, seconded by Supervisor Schultz, to approve and pay the invoices presented. The motion carried.

### **City of Bayport Fire Chief, Mark Swensen**

Chairman Kylo welcomed to West Lakeland the new fire chief for Bayport, Mr. Mark Swensen, and his command staff. Chief Swensen's initial concern is to improve the customer service and response in the community. The budget did increase from last year, driven by increases in volume of activity and a larger training budget. There has been a high turnover in the past year. Washington County is updating the CAD system and mobile data terminal in the trucks for roll out in 2013.

### **Extension of Letter of Credit, Artisan**

Mr. Gus Thill requested a letter of credit extension. The current letter of credit will expire on October 15<sup>th</sup>. Ms. Agrimson was requested to notify Mr. Thill of the need to provide the appropriate documents from the bank to authorize the extension by October 8<sup>th</sup>. The letter of credit will be reviewed at the October regular meeting.

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### **Engineering Update**

O’Ryan Trail Project: The project for the reclaim of O’Ryan Trail is substantially complete. The team is targeting completion by the October meeting, with a two year warranty on the work. There have been no substantive concerns raised by the residents.

2012 Seal Coating: The invoices are pending from the City of Lake Elmo

Drainage Improvements: Chairman Kylo spoke with Mr. Bob Lind, the contractor, and the work will begin with Nolan Avenue, and continue through each identified issue until complete.

22<sup>nd</sup> Street Project: The Washington County traffic count was done, but equipment failure limited the results to 10 hours of data. There will be a second count once the bridge has been closed.

30<sup>th</sup> Street: Dave had some estimates done of crack sealing on 30<sup>th</sup> Street, looking at 10,290 linear feet east of Neal Avenue. He will discuss a cost sharing with the Baytown Township. The rate was \$0.75 per foot instead of \$0.50 in April, so sealing may be delayed until October to see if the cost decreases.

### **Extension of Review for Request for Variance**

Supervisor Ebner moved to sign requests for notice of extension for the time to approve or deny a request for zoning variance for Mr. Robert O’Geay and Mr. David Nechrebecki. The delay will allow for sufficient time to review. Both homeowners have been informally notified, and support the request. Seconded by Supervisor Schultz, the motion carried.

### **Review Draft Home Occupation Ordinance Modification**

Mr. McDonald provided the opinion that the language proposed does expand the power of the board to grant home occupation permits to a much broader use of ranges than currently allowed. It was suggested that the intent be clarified, particularly in determining the primary and accessory use of the property. Discussion also followed on the role and limitations for minor retail sales activity, and how that compared to the intent of the home occupation ordinance. A suggestion was made to review a standard of traffic activity in relation to standard residential trips per day. Supervisor Ebner will revise the draft based on the discussion.

### **Additional Business**

The board signed a resolution documenting the lot split approval for Mr. Gerald Peterson, approved at the August meeting.

The board reviewed the meeting dates for October, November and December. Ms. Agrimson was requested to contact Santa Claus and see if he might be available to stop by the township in December. The October meeting was rescheduled for a different room in the school.

The Township recognition dinner is scheduled for October 14<sup>th</sup>.

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Chairman Kylo will contact Mr. Dale Borash to see if he desires to continue in his appointment to the Valley Branch Watershed.

**Adjourn**

Having no further business, Supervisor Ebner moved to adjourn the meeting. Seconded by Supervisor Schultz, the motion carried. Chairman Kylo adjourned the meeting at 9:45 PM.

A handwritten signature in black ink that reads "Elizabeth Anne Vance". The signature is written in a cursive style and is centered on the page.

Elizabeth A. Vance  
Deputy Clerk