

## WEST LAKELAND TOWNSHIP

Regular Meeting

Sept 9, 2011

7:00 p.m.

Oak-Land Jr. High School

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

### **Public Hearing, Proposed Adoption of the 2011 Recodification of Township Ordinances**

Chairman Kylo called to order at 7:00 PM a public hearing to review the proposed adoption of the 2011 township ordinances. Over the past 4 years, the township planning commission, township subcommittee, and township board members have worked to clarify and simplify the township ordinances.

The question was raised if dog kennels were addressed. Dog Kennel permits are addressed in the draft code, but remain under moratorium as additional changes are considered beyond what is in the draft.

Mr. Krafthefer asked about maintenance of the document. Changes will be made as circumstances warrant, with a periodic update.

Chairman Kylo asked for additional input. Having none, Chairman Kylo moved to close the public hearing. Seconded by Supervisor Schultz, the motion carried. Chairman Kylo closed the public hearing.

### **Call to Order**

Chairman Kylo called to order the regular meeting of the West Lakeland Board of Supervisors at 7:15 PM.

### **Review Proposed 2011 West Lakeland Code of Ordinances**

Supervisor Schultz raised the discussion of the controls in the ordinances on dogs and dog kennels, comparing the requirements to those of neighboring communities. He noted that the current code does not restrict the number of puppies. Supervisor Schultz also suggested that a private kennel be reviewed. The board discussed limiting the number of litters, or defining a puppy as less than three months of age. Restrictions on puppies are beyond the controls of the dog kennel permit. Supervisor Ebner agreed that controls should be reviewed. It was suggested that the review of the controls on dogs and dog kennels be referred to the planning commission for review.

With regards to dogs, Mr. Krafthefer asked about controls of waste, and if that was to be addressed with the code or the kennel permit. A second resident raised concern that reducing the age for a puppy to three months would not accommodate any breeding of working dogs or other breeding as a hobby, which take longer past weaning to determine if they are appropriate to the task, and that three months may not be time to allow for the puppies to be placed properly.

Supervisor Ebner noted that the draft should still be considered for a vote, and changes to the ordinances with regards to dogs and dog kennels and other anticipated changes, could be addressed as amendments to the code. It was suggested to hold a workshop to review changes to the ordinance on Tuesday, October 4, 2011.

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Chairman Kylo moved to adopt the 2011 revision of the Town Ordinance, and publish notice of the adoptions. Supervisor Ebner seconded. The motion carried, with Supervisor Schultz abstaining from the vote.

### **Approval of the Minutes**

The minutes of the August meeting were reviewed, and minor typographical errors corrected. Supervisor Ebner moved to approve the minutes as corrected. Seconded by Supervisor Schultz, the motion carried.

### **Treasurer's Report**

Mr. Semrud presented the treasurer's report, reflecting \$22,000 in revenues, and \$49,000 in expenses. Disbursements included the second half payment to the Middle St Croix Water Management Organization, and \$10,000 for payment for seal coating. To date, the township has spent \$7,000 more than it has received. Supervisor Schultz moved to accept the report as presented. Seconded by Supervisor Ebner, the motion carried.

### **Review and Pay Invoices**

Supervisor Schultz moved to pay the invoices as presented. Seconded by Supervisor Ebner, the motion carried.

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

Mr. McDonald reported that he received an email verification that indicated the bank was intending to renew the letter of credit, and that it was to be expected by the end of the week. The bank was waiting on documentation. Chairman Kylo moved to give Mr. McDonald, authorization with the Chairman's signature, to draw on the letter of credit not later than September 20, 2011, unless he was in receipt of a letter of extension or other written statement of unequivocal intent from the bank that it will be extended prior to the expiration date. Seconded by Supervisor Ebner, the motion carried. Ms. Agrimson was directed to notify Mr. Thill of the motion.

### **Update on Engineering Projects**

Mr. Ticknor provided an update on the ongoing seal coating work. The documents have been submitted to Lake Elmo for final contract close out. Lake Elmo will pay the contractor, and invoice West Lakeland for the shared costs.

The application for Metro Municipal Agreement Program funds to provide for the repair of 22d Street has been submitted. There is two years' worth of funding under review at the current time, and the 2013 funds will not be allocated until the end of the year, and 2012 will follow a more abbreviated schedule.

The township had requested an estimate to provide copies of engineering documents from the TKDA files. The estimated cost to pull and provide electronic copies of the documents was \$600, and would include archived documents such as preliminary plat drawings, grading plans, and as built documentation. Chairman Kylo moved to authorize expenditure up to \$600 for transfer of engineering records. Seconded by Supervisor Ebner, the motion carried.

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### **Road and Bridge Projects**

Supervisor Schultz noted that he had contacted St Croix Tree Service in regard to trimming along township roads. The quote for the work was \$19,000 plus and work will start in November, to be completed in December.

Supervisor Schultz noted that street sign mandates may be relaxed. This is currently in the comment period. Most changes are in a delay in deadlines for implementation.

The board discussed a proposed resolution to request a speed analysis by MnDOT on Neal Avenue. There is concern that the sight lines are limited such that the 55 mile per hour speed limit is excessive. Chairman Kyлло moved to approve the resolution. Seconded by Supervisor Schultz, the motion carried.

Supervisor Schultz noted a request by residents to stripe the sides of Neal, Nolan and 20<sup>th</sup>. These streets had center stripes applied this summer. Edge striping would cost approximately \$2,500. This will be revisited at a future meeting.

### **Valley Branch Watershed District Representative**

A motion was made by Chairman Kyлло to recommend the appointment of Mr. Edward Marchan to the Valley Branch Watershed District to the Washington County Commissioners. Seconded by Supervisor Ebner, the motion carried. Mr. Marchan is recommended to fill the position previously held by Mr. Ray Lundsinger, and has been acting in that position for the final year of Mr. Lundsinger's term.

### **Township Treasurer**

The board reviewed the plans and activity to replace Mr. Ed Semrud as treasurer for the township. The search committee met, and has defined duties, and has begun advertising for candidates. The proposed deadline for applications is October 15, 2011. The search committee will not conduct any initial interviews, but review applications and make recommendations to the board.

### **Washington County Code Red Alert System**

The supervisors attended training on the Washington County Code Red Mass Alert System. There are some issues to iron out, but the system does provide for emergency and event notification. Residents should apply for the system notification to ensure that the correct method of contact is used.

### **Additional Business**

Mr. McDonald provided a draft resolution for the denial of the kennel application requested by Mr. Rithy Yann. Chairman Kyлло moved to sign the resolution. Seconded by Supervisor Schultz, the motion carried.

The November regular meeting was scheduled for Tuesday, November 15, 2011.

Supervisor Schultz noted an email received that indicated some land, currently owned by the Department of Transportation, may be deeded to the Township.

Chairman Kyлло provided clarification for a resident of the deer management ordinance, and the role of Urban Deer Management.

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**Adjourn**

Having no further business, Chairman Kyлло moved to adjourn the meeting. Seconded by Supervisor Schultz, the motion carried. Chairman Kyлло adjourned the meeting at 10:00 PM.

Respectfully Submitted

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