

MINUTES

BRIDGEWATER TOWNSHIP SPECIAL BOARD MEETING

June 19, 2007 – 7 PM

Bridgewater Town Hall

500 Railway Street South, Dundas, MN 55019

1. Introductory Chair Gary Ebling called the meeting to order at 7 PM. Present were Kathleen Doran-Norton, Supervisor and Town Board Vice Chair; Gary Ebling, Supervisor and Town Board Chair, Leif Knecht, Supervisor; Mike Piper, Clerk; and several residents/visitors including John McCarthy, Dundas City Administrator/Clerk, Carolyn Braun Planning and Zoning Consultant, Jim Braun Interim Zoning Administrator, and John Klockeman Planning Commission Chair.
2. Acceptance of Agenda MOTION by Doran-Norton, second by Knecht, to accept the agenda as presented. (Vote: Doran-Norton, aye; Ebling, aye, and Knecht, aye.)
3. Distribution of copies of final Comprehensive Plan and Zoning Ordinance
Carolyn and Jim Braun distributed copies of these two documents.
 - a. The Clerk will distribute copies of the Zoning Ordinance to the Rice County Recorder, the Rice County Planning and Zoning Department, the Rice County law library, the City of Northfield and the City of Dundas on June 20, 2007.
 - b. Doran-Norton will contact Rice County for a Bridgewater Township parcel listing to give to Carolyn Braun.
4. Interview of candidates for Building Agenda The Town Board and Jim Braun interviewed two candidates, Bob Hegner and Benny Svien, for Bridgewater Township Building Official. Jim Braun will provide a recommendation to the Town Board by June 26, 2007. Knecht observed that both candidates would serve Bridgewater Township well.
5. Twice monthly meetings of the Town Board MOTION by Doran-Norton, seconded by Knecht, for the Board to hold two regular town board meetings each month. The meetings will be held on the second and fourth Tuesdays. Exceptions will be shown in the published schedule. (Vote: Doran-Norton, aye; Ebling, aye, and Knecht, aye.)
6. Request for Voter Registration List and Labels By MOTION by Doran-Norton, seconded by Knecht, for the Board to purchase a CD-ROM showing voting demographics for the last town election. The cost of the CD-ROM is \$35.00 including mailing.

- a. This expense will be a claim at the July 10, 2007 meeting of the Town Board.
7. Is Bridgewater an Urban Town and should it have a five member Town Board? These issues, as well as other governance options were discussed by the Board. Further research into the matters, including advantages/disadvantages and cost, will be done by the Supervisors and the Clerk.
8. Dundas Report Doran-Norton gave a brief review of the Dundas City Council work session that was held on Saturday, June 16, 2007. The review covered such items as cluster development in the urban reserve zone and the Northfield-Dundas sanitary sewer system. The clerk was asked to have copies of the documentation from that meeting made for Ebling and Knecht.
9. Rice County Planning and Zoning review of the Bridgewater Zoning Ordinance Ebling gave a brief review of the comments by the Rice County Zoning Administrator, Julie Runkle, on the Bridgewater Zoning Ordinance. These comments will be given to the Bridgewater Planning Commission.
10. Representative David Bly to visit Town Board on July 10, 2007 Ebling announced Mr. Bly's anticipated visit. Mr. Bly will listen to township issues and concerns. It is hoped that Mr. Bly will address such matters as local control, annexation, transportation, renewable energy, water quality, and support for alternate farming methods.
11. Publication of Agendas The Supervisors said that it would be helpful to have a proposed agenda for each meeting of the Town Board several days before each meeting. The Clerk observed that a significant part of the proposed agendas should come from the Supervisors.
 - a. It is a continuing action item for the Supervisors and the Clerk to prepare an agenda for each meeting of the Town Board at least two days before each meeting of the Town Board. The goal for publishing the agenda is four to seven days before the meeting.
12. Dundas offer to provide clerical services for building permits Knecht read a letter from John McCarthy proposing such a service. The matter will be reviewed by the Supervisors and the Zoning Administrator.
 - a. It is an action item for the Supervisors and the Administrators to respond to Mr. McCarthy's letter. It is an objective to have a response drafted at the July 10, 2007 meeting of the Town Board.
13. Potential enhancements to the Town Hall Doran-Norton will ask Le Ann Finger, Township Treasurer, to research the costs of the installation and operation of internet and telephone services at the town hall.

- a. It is an action item for Doran-Norton to report at the July 10, 2007 on these cost items.
14. Use of the 5-drawer lateral file by the Zoning Administrator The interim Zoning Administrator indicated that he would like to begin using the 5-drawer lateral file as soon as possible.
15. Adjournment MOTION by Doran-Norton, second by Knecht, to adjourn the meeting at 10:35 PM. (Vote: Doran-Norton, aye; Ebling, aye, and Knecht, aye.)

Respectfully submitted,

C. Michael Piper
Clerk, Bridgewater Township