

Bridgewater Township Board of Supervisors
County of Rice, State of Minnesota
August 18, 2014
Official Minutes

Call to order at 7pm

Pledge of Allegiance

Roll Call: John Holden, Gary Ebling, Brad Pfahning, Kathleen Doran-Norton, Jim Braun, Frances Boehning

Introduction of Guests: Ian Reeves, Glen Castore

Approval of Agenda: Gary Ebling moved to approve, John Holden seconded, all approved.

Public Comment on Non-Agenda Items: None

Approval of Minutes & Claims

- August Claims – John Holden moved to approve, Gary Ebling seconded, all approved.
- July 9, 2014 Meeting Minutes – John Holden moved to approve, Gary Ebling seconded, all approved.
- August 4, 2014 Meeting Minutes - Ebling moved to approve, John Holden seconded, all approved.

Treasurer's Report

- *Update on adding Quick Books to office computer* – The program has been loaded onto the office computer and Brad Pfahning will run updates to ensure that the current files are accessible. Brad Pfahning will schedule a meeting with Kathleen Doran-Norton and Frances Boehning to demonstrate how to use the program.
- *Update withdrawals from Dundas annexation road and bridge account to reflect past road usage* – It was recommended that Brad Pfahning withdraw funds from the road account to correct for past usage that was taken from the general fund instead of the road account. Gary Ebling moved to approve moving the funds and interest, John Holden seconded and all approved.
- *Invoice DNR Flood mitigation for surveying and analysis work done* – The Board requested Brad Pfahning to draw up the invoices and copy Kathleen Doran-Norton and Frances Boehning
- *Begin 2014 Dundas annexation worksheet process* - This will be started in September.

Clerk's Report-

- *Primary Elections* – Elections were held on August 12 with the polls opening at 7am and closing at 8pm. 132 people voted.
- *Update on filing project* – Files for parcel numbers have been completed. 2010,2011,2012,2013 claims have been pulled from the general files and placed in a banker's box. New tabs have been created for the files and books are being created for 2011, 2012, 2013, roads, Dundas Annexation, and Northfield Annexation.
- *State Demographic Report* – 2013 population estimate is 1,797, and the 2013 household estimate is 679.

Planning & Zoning

- *Projects at town hall*
 - *Parcel Folders* - completed
 - *Septic Systems Process* – Jim Braun has created a process and will work with those involved to implement it.
- *Blight citation up-date* – Peter Tiede will be sending a letter to the resident in Edgebrook as the property has not been cleaned up. The property on County Road 1 requested to wait until the crops are out so that they can bulldoze and burn. Request was granted by Jim Braun.

- *TEPP permit renewals –Medford Bond ends in Dec. – Need new bond and TEPP permit* – Jim Braun talked to Terry and learned that a bond for \$125,000 was issued – Jim Braun will fax this to the clerk who will print a copy for Kathleen Doran-Norton and a copy to place in the bank safety deposit box. Kathleen Doran-Norton will follow up with a letter to Medford explaining the need for bonds on time.
- *Resolution 2014-11 – Interim Use Permit for Nathan Watters Cidery* – Planning commission recommended the permit with 14 conditions. John Holden moved to approve, Gary Ebling seconded, all approved.
- *Ordinance 2014-03 – Rural Even Center* - John Holden moved to approve, Gary Ebling seconded, all approved.
- *Ordinance 2014-04 – Adding Provisions for Temporary Equipment Placement Permits* - John Holden moved to approve, Gary Ebling seconded, all approved.
- *ROW Project-* According to Jim Braun the report should be ready next month. Jim Braun will get the information regarding 115th, 100th, Decker, and 118th street to Gary Ebling by the end of the month.
- *Trout Stream Ordinance Update* – Carolyn Braun has created a rough draft and will bring it on Friday night.
- *Questions on chickens in rural residential zones* – Jim Braun will check ordinances on this in other locations and bring before the planning commission. John Holden would like to see the ordinance expanded to other farm animals also.
- *Lot Splits* – Two lots splits were completed – Rosalind Becker (clean split with no problems), and Bob DeGroot (split farm and selling gravel pit).

New Business - None

Old Business

- *DNR Flood Mitigation, FEMA, SWCD projects* – Gary Ebling discussed possible projects in the Edgebrook area (terraces and drain tile). The Timberlane proposal is waiting on plans from WSB. WSB is creating a final report on the Northfield/Fox Avenue area.
- *John Holden update on FEMA meeting* – A meeting was held on August 14, attended by John Holden, Dennis Brown, Glen Castore. A new program is being introduced for flood mitigation, the area must be in a public FEMA area. We are waiting for additional information as it becomes available.
- *DNR Flood Mitigation student intern, Ian Reeves – summer report* – Ian Reeves reviewed what he has completed over the summer and stated that a final report would be available in the spring.
- *Fire Service District organization process* – Glen Castore – As of September 1, the fire service will be under the Joint Powers. A capital budget team has been created to review expenditures and future monetary needs. There are process issues that still need to be resolved.
- ***Annexation agreement - for discussion/action:***
 - *If the Dundas city council does not pay the annexation tax in future years, the town board will assess a 1% late fee each month the fee is late.* – Kathleen Doran-Norton will check with Peter Tiede to see what our limits are on charging a “finance charge” and if there are state laws that deal with this.
 - *Annexation demographic projections* – Kathleen Doran-Norton reviewed the current demographic projections. Based on the current projections, Dundas is unlikely to take over 115th Street. Bridgewater Heights currently uses 115th accessed via a dirt road.

- *Joint Powers Agreement MN PACE update* - Kathleen Doran-Norton sent the policy on to St.Paul.

Road Status

- *Decker Ave.* – WSB is looking at the costs involved with moving Decker over to the county and Bridgewater taking on 115th and Bachrach.
- *Gravel / Dust control*
 - *Baseline half mile Burma rock test* – EGK - \$60,000 has been spent on new material on select roads. We will continue to analyze their performance.
 - *Material testing update – Keilmeyer gray rock/gravel status* – To cover the roads in new material a total of \$116,000 will be spent with some of the funds coming from the Landfill account. With dust control added in, a total of \$166,000 will be spent on roads this summer. This is over budget. Discussion will take place in the fall to begin planning for next summer to be able to adequately budget.
 - *Dust control – Dennis Brown update – area, cost, timing* – Current expenditures total \$12,000 for dust control in areas that did not get new material. Additional funds of \$38,000 will be spent on dust control to cover the new material. This will result in a total of \$50,000 spent on dust control.
- *Dundas Bridgewater Transportation Committee* –
 - *August 4, first meeting status* – second meeting will take place on Tuesday, August 26.

Upcoming Meetings

- Planning and Zoning meeting - August 22, 2014
- Dundas transportation committee – August 26, 2014, Bridgewater Town Hall – Dennis Luebbe attending
- Board of Supervisors meeting – September 10, 2014

Adjourn – John Holden moved to adjourn the meeting at 9:40pm, Gary Ebling seconded, all approved.