



## **Minutes**

Board of Supervisors Meeting  
June 21, 2016 @ 7:00 PM

### **Call Meeting to Order**

The Pledge of Allegiance was recited and R. Keller called the meeting to order at 7:03. Board members present: L. Johnson, C. Cagle, R. Keller, B. Seekon and R. Brown. Also in attendance were Treasurer, S. Aker, Maintenance, K. Olson, Clerk, K. Wood and Deputy Clerk, D. Hoppe. 15 members of the public were in attendance (signed in).

### **Review & Approve the Agenda**

"Mobile Home Expansion" was added to the agenda. Item number number 4: Road Vacation was striken from the agenda. B. Seekon makes a motion to approve the revised agenda. R. Brown seconds. All in favor, motion carried.

### **Approve Minutes from May 17, 2016**

L. Johnson made a motion to approve the minutes from the May 17<sup>th</sup> Board Meeting. B. Seekon seconds. All in favor, motion carried.

### **Road vacation 360th Street and Hemmingway (North of 320th Street)**

This item was removed from the agenda.

### **Public Comments (Items not on the agenda)**

K. Nelson – Requested a donation from the Township for the Stacy Daze fireworks. This item was added to the agenda.

### **Treasurer Comments and Review & Approve Consent Agenda**

C. Cagle motions to accept the revised consent agenda as presented by the Treasurer, S. Aker. L. Johnson seconds. All in favor, motion carried.

### **Committee Reports**

#### **Planning & Zoning**

C. Cagle – updated the Board on Planning and Zoning items.

- Home occupation to start at 316<sup>th</sup> St.
- Driveway (2) variance
- Temporary Manufactured Home Permit



## **Roads**

R. Brown - Road did a road tour and starting next month he will be doing it at the end of month. There were 20 items noted on the report including:

- Fenway – gophers have gone under the road causing the asphalt to cave in
- Extra washout on the bridge on Falcon, south of the Mobile Home Park and it is getting bigger
  - L. Johnson is going to look into this
- 347<sup>th</sup> and Ivywood need to be addressed

R. Keller - Chloride is almost complete and the teeth for the scraper are in.

R. Keller explained that Biosar is going to come in and sign a developer's agreement for their portion of the road repair on Kable Ave. The Township received three bids for the Kable Ave. upgrade and Knife River was the least expensive. R. Keller motions to have Knife River put on the next agenda. L. Johnson seconds. After discussion, R. Keller amends the motion to have Knife River's quote show a breakdown of the repair/upgrade cost by separating Kable Ave. and Iris. L. Johnson seconds the amendment. There were four members in favor and one not in favor. Those in favor were R. Keller, L. Johnson, C. Cagle, and R. Brown. B. Seekon was opposed. Motion carried.

C. Cagle asked for R. Keller to clarify why Knife River's bid was \$20k less than the other quotes. R. Keller responded by saying that Knife River supplies the asphalt to the other companies. R. Brown added that he would like to see a detailed bid and R. Keller said one was on the way.

## **Parks**

L. Johnson had an update on the bricks: The bricks are reasonable but the installation is going to cost \$10.00 per square foot, costing \$4000.00 to install the 4' x 100' accessible path.

R. Keller – engineered wood chips have been put down in the park and the fence has been installed.

The Omni Spin for Swanberg Park is \$8290.00. This item has been approved in consent agenda.

## **Building**

C. Cagle – a dedicated line is needed for the ice maker because it is blowing the breaker. She is ordering two cupolas and a symbol will need to be chosen for the top of them. The Hall venting was started on June 21<sup>st</sup>.



### **Town Hall Attic Exhaust Fan**

The exhaust fan in the attic does not work consistently. K. Olson is going to replace the motor and the thermostat is going to be changed from 100 degrees to 90 degrees.

### **Old Business**

#### **Home Occupation Ordinance**

E. Maass reviewed the Home Occupation Ordinance. Violations such as home businesses getting too large have resulted in the Planning Commission looking at updating the ordinance.

L. Johnson asked about the size of the signs. E. Maass said the new one has appropriate sign size. E. Maass explained that the sign is to service the home business and not to be seen as you are driving by.

R. Brown felt that the proposed area should be expanded. E. Maass explained that the area is an expansion of the RTC. C. Cagle added that this can be a trial and the area may expand in the future if all goes well.

L. Johnson moves to approve the ordinance as presented but wants to check with the County so it reflects their signage. R. Keller seconds. Those in favor were L. Johnson, C. Cagle, R. Keller, and B. Seekon. R. Brown was opposed. Motion carried.

#### **4890 335<sup>th</sup> Street - Variance**

R. Keller makes a motion to approve the variance. R. Brown seconds. E. Maass explained that this issue needs to go to the Planning Commission and a public hearing is required. R. Keller rescinds motion.

#### **Website Registration**

The login email address was changed earlier in the day and the Township owns the website until July 2020. R. Brown requested to see the paperwork. L. Johnson is the administrator and technical person for the Township. B. Seekon made a motion to have L. Johnson change the registerant to Lent Township, using the Clerk email. C. Cagle seconds. All in favor, motion carried.

### **New Business**

Mike Pofahl presented the Audited Financial Report to the Board. C. Cagle makes a motion to approve the Audited Financial Report for the Township and the Stacy Lent Fire Department. R. Brown seconds. All in favor, motion carried.



### **Brad Schroeder - Check for SLFD from LG555 fund to City of Stacy**

A check needs to be made out to the City of Stacy for the digital sign for the ordinance and the funds will come out of the LG555. B. Seekon makes a motion to approve \$590.00 along with the deposit. L. Johnson seconds. All in favor, motion carried.

B. Schroeder asked the Board for use of equipment such as the front end loader for Stacy Daze. R. Brown motions that Lent Township personnel use Lent equipment to help out with the Stacy Daze 2016. C. Cagle seconds. All in favor, motion carried.

### **Outlot A of Richland North**

This issue was tabled until the Staff Meeting on July 11th.

### **Update on Rental Unit 30827 Forest Blvd.**

C. Cagle – the roof is leaking on the rental house and she obtained quotes to repair it. K. Olson inspected the attic and found there were no signs of rotting. The siding and four of the windows need to be replaced.

C. Cagle explained that the house was given to the Township for use as a low-income starter home. The rent has not increased in the fourteen years of ownership and C. Cagle suggested a 3% raise in rent. C. Cagle motions to repair the roof. R. Keller seconds. All in favor, motion carried.

### **Laptop for maintenance crew**

B. Seekon found a laptop in the storage room and was wondering who it belonged to. K. Olson said it was P. Olson's. B. Seekon is going to give it to maintenance after L. Johnson unlocks the password.

### **Temporary Manufactured Home Permit at 32378 Hemingway Avenue – Consider Draft Resolution #16 - \_\_\_**

E. Maass – staff has done a full review and recommends subject to five conditions.

1. The Manufactured Home shall be affixed in accordance to manufacturer's requirements.
2. The Applicant shall submit to the Township a compliance report for the on-site sewage treatment system to prove it is capable of handling the increased sewage capacity.
3. The Applicant shall submit to the Township Manufacturer specifications for the purchased Manufactured Home which are acceptable to the United States Department of Housing and Urban Development requirements.
4. The Applicant shall submit a \$5,000.00 escrow to the Township to ensure removal of the temporary structure when the permit ceases.



5. The Applicant shall submit an updated sketch site plan indicating the location of the proposed manufactured home ensuring that it meets all underlying zoning requirements.

L. Johnson motions to approve that approval is made for resolution 2016-2. R. Keller seconds. Discussion: L. Johnson made a note that the elderly person usually lives in the temporary home and is not to exceed 300 square feet. Chisago County opted out. All in favor, motion passed.

### **Conditional Use Permit for a Retail Business at 6017 Athens Trail – Consider Draft Resolution #16 - 03**

A public hearing was held and the Planning Commission recommended approval for resolution 2016-03. There are conditions that need to be met otherwise this will be brought back to the Board.

R. Brown makes a motion to approve resolution 2016-3. R. Keller seconds. All in favor, motion carried.

### **Mr. Goserud – Platting Requirements for Minor Subdivision**

T. Goserud is interested in dividing 35 acres (21/14). Staff believes it meets the zoning requirements. A minor subdivision allows planning requirements not to be completed for the 21 acres. The Planning Commission recommended approval as a platted subdivision.

L. Johnson moves to approve minor lot configuration and start the process with E. Maass. R. Keller seconds. All in favor, motion carried.

### **Ordinance Revision Consideration – Farm animals in residential areas**

The Planning and Zoning Commission has been working on an updated animal ordinance. They would like an amendment to allow for goats, llamas, chickens, etc. stating X number of animals per X number of acres.

L. Johnson says he would like something in writing regarding this. R. Brown said we should table this until something happens.

R. Brown motions for the Planning Commission not to move forward with the proposed ordinance. R. Keller seconds. Those in favor were R. Brown, R. Keller, and L. Johnson. C. Cagle and B. Seekon were not in favor. Motion carried.

### **Frontier Communications – New Remote**

R. Keller – Frontier is doing some work to improve Internet. R. Brown motions to allow Frontier to install the box. R. Keller seconds. All in favor, motion carried.



## **Mobile Home Expansion**

L. Johnson is going to follow up on this and keep the Board updated.

## **Donation for Stacy Daze:**

K. Nelson requested a \$1000.00 donation for Stacy Daze fireworks. B. Seekon makes a motion to make a donation in the amount of \$1000.00 to go toward the fireworks for Stacy Daze. L. Johnson seconds. All in favor, motion carried.

## **Clerk Comments**

### **Notary stamp**

B. Seekon motions to approve ordering a notary stamp for Clerk and Deputy Clerk. L. Johnson seconds. All in favor, motion carried.

## **Supervisor Comments**

C. Cagle – none

L. Johnson – Granny pod – suggest they make a change to the 300 square feet. The State has already opted out.

R. Brown – none

B. Seekon – The cameras have been rewired and the feed goes to the computer in the storage room.

R. Keller - 8 signatures are needed to petition to vacate 360<sup>th</sup>

There has been some motivation to allow 2 driveways because people are driving through ditches without a culvert. E. Maass is going to draft an ordinance and a public hearing will need to be held at the next Planning and Zoning Meeting.

The Township is missing documents from previous years. R. Keller makes a motion to note the missing documents for the record. R. Brown seconds. All in favor, motion carried.

## **Adjourn**



B. Seekon motions to adjourn at favor, motion carried.

10:02. L. Johnson seconds. All in

---

Board Chair Signature

---

Clerk Signature