

August 26, 2003
Rockford Township
Regular Meeting Minutes

1. **Call to Order** - Chair Beise called the meeting to order at 7:05 p.m. in the Rockford Township Hall. Supervisors Beise, McDougall, Husom, and Walker were present; Supervisor Kelley and Clerk Bohall were excused. Due to the absence of Clerk Bohall, McDougall was asked to take the minutes.
2. **Pledge of Allegiance** - There was a pledge to the flag.
3. **Agenda** - Chair Beise had three additions to the agenda, Item 12, Howard Ellis Property; Item 13, Culvert Replacement in Ibarra Ave. S.E.; Item 14, Peters, 27th Street S.E. in River Hills. **Motion by Husom, seconded by Walker, to approve the agenda with the additions. Motion carried, all voting in favor.**
4. **Minutes** - There were no additions or corrections. **Motion by Husom, seconded by Walker, to approve the minutes of the August 12, 2003 Regular Meeting and the August 15, 2003 Special Meeting, as presented. Motion carried, all voting in favor.**

Continued Items - The town board was asked to approve a temporary gambling license submitted by Gaylen Hayes for a Ducks Unlimited Hall Rental, to be held on September 17, 2003. After a recommendation from the town board, the license will also go to the County Board and the Charitable Gambling Board for approval. **Motion by Walker, seconded by Husom, to approve and sign the temporary gambling license for Ducks Unlimited for September 17, 2003 at the township hall. Motion carried, all voting in favor.**

5. **John Hardin & Laura Hardin** - John Hardin read the letter he had sent to the township requesting a division of a piece of property owned by his mother. Total acreage is 9.1 acres. It was noted that the original parcel had more acres, but Mrs. Hardin had donated property across Co. Rd. 20 to the county for a canoe park. There are already 2 homes on the property, and the request is for a lot line adjustment to enlarge the existing smaller parcel, making it approximately 4.85 acres, with the remaining parcel being 5 acres. **Motion by Walker, seconded by Husom, to grant the request for the lot line adjustment by the Hardins, since the request is compatible with our current Land-Use Plan; no more building entitlements would be created. Motion carried, all voting in favor.**
6. **Buffalo Bituminous - Donna Maas** - Since no representative was present at this time, Chair Beise moved this item to the end of the meeting. See Page 3 of the minutes.
7. **Rockford Ranch Letter of Credit** - The Chair read the letter from Cara Otto requesting that the letter of credit for the Rockford Ranch development be reduced to \$150,000.00. There was also a letter from the engineer stating estimated costs to complete the project would be \$107,821.00. Supervisor Walker inquired if anyone had viewed the project. McDougall stated that she had, but not in detail. It was suggested that the crew review the project, and any board members that wish to. **Motion by Walker, seconded by Husom, to continue this item to the next regular meeting for a decision. Motion carried, all voting in favor.** McDougall to ask the crew for an opinion of the project, and if they agree with the estimate for the work still needed to be completed.
8. **Planning Commission - "Retreat"** - McDougall read the definition of "Retreat" that will be added to the zoning language for the board and the audience members in attendance. She also noted that there were specific performance standards that comply with the underlying zoning districts. The board had unanswered questions and concerns about the consequences of this CUP addition, one in particular, and the tax-exempt status potential for religious use of property, i.e. the Youth with a Mission property on 20th street.

Motion by McDougall, seconded by Husom, to deny of the request, due to the lack of information. Motion carried, all voting in favor.

9. **Road Project Financing** – McDougall stated that after consulting with Tim Young, our attorney on financing the Farmington Ave. Paving Project, he said deciding on financing did not affect the signing of the contract scheduled for August 15, 2003. She asked the board if they wanted the attorney to come and talk about financing options at a regular meeting in September. **Motion by Walker, seconded by Husom, to have Tim Young attend one of our meetings in September to consult with us about financing options. Motion carried, all voting in favor.** Larry Otto asked when the decision for how to finance the project had to be made, McDougall replied it was her understanding from the attorney that we had 3 years, and in the mean-time we would pay the bills with interim financing, to be determined by the board.
10. **Hall Rental Policy** – McDougall requested that the board immediately address the hall rental policy on town hall access for pre-event set-up. She wanted this clarified for consistency purposes. She read suggested language that was policy in years past. The Clerk had been instructed not to let people in to decorate the day before. After some discussion, it was decided that if renters wanted access the day before for decorating purposes, they should pay the \$50.00 minimum fee, no matter when they decided they wanted that option. No one may use the hall for preparation without paying the fee. **Motion by Walker, seconded by Husom, to adopt the attached Hall Rental Policy. Motion carried, all voting in favor.** This policy will be effective from this point forward and subject to review. McDougall also requested a work session be scheduled for other hall rental policies. Walker suggested that we have a policy work session, to work on any policies the town board has. **The work session on township policies will be held on Tuesday evening, September 16, 2003, 7:00 p.m., at the township hall.** Clerk Bohall and one member of the road crew to attend also. Reviewed and/or revised policies will be scheduled for adoption at a regular meeting to follow.
11. **Cell Phones** – The road crew cell phones were discussed. The original cell phones did not work very well, causing one crewmember to use his personal cell phone. Since no information was available, Supervisor Walker will research the options and bring them back to the next meeting.
12. **Howard Ellis Property** – Chair Beise was called by a developer interested in developing this property. They are willing to pay the fee per acre for annexing land from the township. The property does abut the city limits of Buffalo at this time. He may also propose annexing a strip of land to the South, coming out onto 8th Street S.E. for road purposes. This property was part of an area that the township and the city had considered when working out an orderly annexation agreement. It is hoped that an orderly annexation agreement will be worked out soon between the Township and the City. **Motion by Walker, seconded by Husom, to place this item on the September 9, 2003, regular agenda. Motion carried, all voting in favor.** Chair Beise will contact the developer for a proposal; Supervisor Walker will contact the property owner to see if he is even interested in the proposal.
13. **Culvert Replacement – Ibarra Ave. S.E.** – Chair Beise received cost comparison figures from the road crew for plastic, cement, and steel culverts, and installation costs, since the township does not have the necessary equipment to install the culvert. It was recommended that the culvert be replaced with one large culvert instead of adding additional culverts. Estimated length of the culvert would be 75 feet. Culvert size was discussed. Currently, there are a 36" and a 24" culvert in place, the board felt that one 60" culvert would be easier to maintain. Walker asked if the road needed to be widened, or angle of the in-slopes decreased. **Motion by Walker, seconded by Husom, to order a steel culvert, 60" (\$57.51 per foot) with aprons (\$540. x 2), and have either of the two contractors install it, depending on their availability. Motion carried all voting in favor.**

14. **River Hills – 27th St. S.E.** - Chair Beise was contacted by Mr. Peters on 27th Street S.E. Mr. Peters felt the township road was on his property. Chair Beise researched the road, and found that it was on some of the deeds; Beise did not feel it was totally on the Peter's property. It was noted, that even if it had not been recorded it was a township road by use for over 6 years, as allowed by State Statutes. Beise also stated the road improvement on the curve had also been recorded. **Chair Beise will check with the Wright County Surveyor and see why it is not recorded on the latest ½ section maps, and get back to the board.**

Supervisors – McDougall, Husom, and Walker, no items.

City of Rockford - Chair Beise was contacted by the City of Rockford, they want to meet and discuss annexation. **Walker and Beise will meet with representatives of the City.**

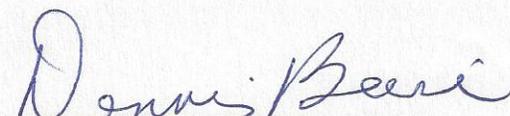
Maynard Olson Property – Due to Supervisor Kelley's unexpected absence, she called McDougall with her thoughts on direction for Maynard Olson. McDougall told the board that Mr. Olson had requested that the Planning Commission continue his item. Since Mr. Olson was in the audience, McDougall felt it was appropriate to express Kelley's thoughts. Kelley felt the board should send a letter to Mr. Olson, stating he should bring us a plan before we approve any rezoning, meeting the requirements to develop on a natural environment lake, with total area less than 20 acres. McDougall informed the board that she had met with Mr. Olson and Tom Salkowski at the Planning & Zoning Office last week, at the request of Mr. Olson. McDougall believes that if the town board rezones 20 acres or more to R-2, it may entitle property owners to some type of PUD, size determined by total acres, which could permit more density than allowed in our current land-use plan. McDougall also stated that she felt that the Land Plan Committee recommendation for one-tier development around lakes made it clear to her that we were to consider lake classification when determining density. Mr. Olson stated that he felt determining density was not the township's concern; the County Planning & Zoning Office and the ability of the land to support the requirements for each lot site would determine it. He is on the agenda for the next regular meeting.

Bills - Motion by Husom, seconded by Walker, to pay the bills as presented, from 8/14/03 – 8/19/03. Motion carried, all voting in favor.

6. **Buffalo Bituminous – Donna Maas** - There was no representative present to discuss this item. The board felt they needed information about the lack of a written agreement on yards of material to be removed, length of time for the project, reclamation plans, and town road usage, if any. **Motion by Walker, seconded by Husom, to deny the request, due to lack of information. Motion carried, all voting in favor.** McDougall remarked that it was not her opinion that the board should deny the property owners this particular project. She also stated that Buffalo Bituminous first proposed this project, as an addition to the agenda of our July 22nd regular meeting, and then some type of plan was submitted to the township office, but no representative or presentation was made for this agenda item at our August 12th regular meeting.

Chair Beise and Supervisor Walker plan on attending the August 28, 2003 Planning Commission Meeting at the Wright County Courthouse, 8 p.m.

Adjournment – Motion by Husom, seconded by Walker to adjourn at 8:45 p.m. Motion carried, all voting in favor.



Dennis Beise, Chair



Lori Bohall, Clerk