

**EUREKA TOWNSHIP**

**DAKOTA COUNTY**

**STATE OF MINNESOTA**

**TOWN BOARD MEETING OF JUNE 11, 2018**

**Call to Order**

The Eureka Township Town Board meeting was called to order at 7:00 p.m. by Chair Tim Murphy and the Pledge of Allegiance was given.

Members Present: Tim Murphy (Chair)  
Butch Hansen (Vice Chair)  
Donovan Palmquist (Supervisor)  
Mark Ceminsky (Supervisor)

Members Absent: Lu Barfknecht (Supervisor)

Others Present: Randy Wood (Planning Commission Liaison)  
Chad Lemmons (Township Attorney)  
Marcia Wilson (Treasurer)  
Julie Larson (acting Clerk)

See attached list for all others in attendance.

**Approval of the Agenda**

Agenda amended as follows:

Add under New Business

- A. North Cannon update
- B. Register Legal Non-conforming

Add under Old Business

- C. Update Town Clerk position
- D. Fence Ordinance
- E. Sample Permits

Move Consent Agenda to the end of the Agenda

**Motion:** Vice Chair Hansen moved to approve the agenda as amended, seconded by Supervisor Palmquist.

**Motion carried 4-0**

### **Treasurer's Report**

The Treasurer's Report was given by Treasurer Marcia Wilson (*see attached report*).

**Motion:** Supervisor Ceminsky moved to approve the Treasurer's report, seconded by Vice Chair Hansen.

**Motion carried 4-0**

### **A. Bills and Receipts**

**Motion:** Vice Chair Hansen moved to approve the Bills and Receipts list as reported, seconded by Chair Murphy.

**Motion carried 4-0.**

**Roll Call** vote was taken: Chair Murphy: Aye  
Vice Chair Hansen: Aye  
Supervisor Palmquist: Aye  
Supervisor Ceminsky: Aye

### **B. Outstanding Invoices**

The only outstanding invoice is for the damage to the culvert

### **C. Budget**

Snow Removal has exceeded the Annual Budget

**Motion:** Vice Chair Hansen moved to approve the Treasurer's Report in its entirety, seconded by Supervisor Ceminsky.

**Motion carried 4-0**

### **D. New Attendance Sheet**

Each Supervisor and Commissioner will need to sign attendance sheets for each meeting.

### **E. Report on Permits**

Treasurer Wilson is providing monthly updates to the County of permits issued.

**Motion:** Supervisor Ceminsky moved to approve the Permit Worksheet, seconded by Vice Chair Hansen.

**Motion carried 4-0**

## **Public Comment**

### **A. Those signed in requesting time**

None

### **B. All Others**

1. Terri Petter – Question about Town Board Supervisors being at Town Hall without a meeting posted. Chair Murphy stated that he and Supervisor Barfknecht were meeting to go over meeting minutes when Supervisor Ceminsky came in to get a key for the Building Inspector. Commissioner Larson also commented that members are coming in to assist the temporary Clerk when help is needed.

### **Contractor Time – Otte Excavating**

Otte Excavating provided an update on ongoing road maintenance:

- Restored ditches on 225<sup>th</sup> St.
- Prepping roads for dust coating and repairs
- Going forward, need to get gravel bids awarded in February

Tree removal on 235<sup>th</sup> needs to be completed.

**Motion:** Supervisor Ceminsky moved to transfer \$5,500 from Road Maintenance to Tree Removal, seconded by Chair Murphy.

**Motion carried 3-0 with Vice Chair Hansen abstaining**

### **Planning Commission Update (Liaison Randy Wood)**

Commissioner Randy Wood provided a summary of the June 4, 2018 Planning Commission meeting:

- Recommended approval for accessory building for Eric Martin, subject to Vermillion Watershed review.
- Recommended approval for accessory building for Davidson.
- Recommended approval for accessory building for Oestrich, subject to review by Building Inspector.
- Denied accessory building for Hale due to incomplete application, missing site plan and accessory building dimensions.
- Recommended approval for Ostlie Lot Split.
- Fence Ordinance was tabled.
- Changed November meeting dates in the Newsletter.

### **Permit Requests**

#### **A. Eric Martin – 25755 Dodd Blvd – PIN# 13-01900-54-010 Accessory Building**

Having determined the application was in compliance with Ordinance 3, Chapter 4, the Planning Commission forwarded to the Town Board recommending approval. Mr. Martin provided letter from Vermillion Watershed.

**Motion:** Chair Murphy moved to approve the accessory building, seconded by Supervisor Palmquist.

**Motion carried 3-0 with Vice Chair Hansen abstaining**

**B. Kurt Oestreich – 6506 245<sup>th</sup> Street – PIN# 13-01500-77-016 - Temporary Accessory Building**

Having determined the application was in compliance with Ordinance 3, Chapter 4, the Planning Commission forwarded to the Town Board recommending approval, citing that Building Code states it must be fire retardant.

**Motion:** Chair Murphy moved to approve the temporary accessory building with Building Inspector determination, seconded by Vice Chair Hansen.

**Motion carried 4-0**

**C. Christopher Hale – 24005 Dodd Blvd – PIN# 13-01800-27-010 - Accessory Building replacement (Garage)**

The Planning Commission forwarded to the Town Board denied due to incomplete application. The Town Board noted that Mr. Hale has a CUP and Ordinance 3, Chapter 4, Section 2 allows for expansion.

**Motion:** Supervisor Ceminsky moved to approve the Accessory Building, seconded by Vice Chair Hansen.

**Motion carried 4-0**

**D. Aaron Davidson – 8760 235<sup>th</sup> St. W. - PIN# 13-00800-15-080 - Accessory Building**

Having determined the application was in compliance with Ordinance 3, Chapter 4, the Planning Commission forwarded to the Town Board recommending approval.

**Motion:** Vice Chair Hansen moved to approve the Accessory Building, seconded by Supervisor Ceminsky.

**Motion carried 4-0**

**Land Use Requests**

**A. Ostlie Farms – 25901 Dodd Blvd - Lot Split Application**

Having determined the Lot Split application was in compliance with Ordinance 3, Section 3, the Planning Commission forwarded to the Town Board recommending approval of the lot split of Section 31, Township 113, Range 20, Dakota County:

Parcel A consisting of 79.4 acres and having PIN# 13-03100-25-012

Parcel B consisting of 15.015 acres to be split from Parcel A

**Motion:** Vice Chair Hansen moved to approve the Lot Split for PID: 13-03100-25-012, seconded by Chair Murphy.

**Motion carried 4-0**

**B. Overn/ Sibley Aggregate request to import concrete for crushing**

**Motion:** Vice Chair Hansen moved to send a letter denying the permit request due to the product being produced outside the boundaries of the Township, seconded by Supervisor Ceminsky.

**Motion carried 4-0**

**C. Krapu Lot Split Application**

Withdrawn

**Old Business**

**A. Airlake Airport Update (Vice Chair Hansen)**

**Motion:** Supervisor Ceminsky moved to send a letter to Gary Smith at MAC, cc City of Lakeville, about paving responsibilities on 225<sup>th</sup> from Cedar Ave to Highview, and Highview to the Lakeville border, seconded by Vice Chair Hansen with the addition that the Township Attorney draft the letter.

**Motion carried 4-0**

**Break from the Agenda:**

**Sheriff Department Update**

- Copper thefts in surrounding Townships
- Attempted child abductions in Farmington
- Cars degrading ditches, running stop signs at 225<sup>th</sup> and Essex
- Suicide on Flagstaff, be aware of cars sitting for extended period of time

**B. Newsletter**

- The newsletter was updated with meeting changes due to elections and holidays
- Township logo was granted for Township use

**C. Update Town Clerk Position**

The Board has received six resumes for the Town Clerk / Deputy Clerk position.

#### **D. Fence Ordinance**

**Motion:** Supervisor Ceminsky moved to have the Planning Commission hold a public hearing to consider repealing the fencing Ordinance Chapter 9 sections 1-5. Vice Chair Hansen seconded.

**Motion carried 4-0**

#### **E. Sample Permits**

Vice Chair Hansen stated there is a need for sample applications to show residents how to fill out the permits.

#### **New Business**

##### **A. North Cannon Watershed update**

Supervisor Ceminsky provided an update of the North Cannon Watershed.

##### **B. Register Legal Non-Conforming Use**

Town Board recommend that once a Town Clerk is hired, perform an audit of the minutes of Public Hearings, Planning Commission and Town Board to support the acceptance and denial of Non-Conforming Use permits.

#### **Other Business**

##### **A. Records Room entry until town Clerk is hired**

**Motion:** Supervisor Ceminsky moved to require both the Chair and Vice Chair to enter the Records Room together, with keys to be located in a double-lock drawer, until a Town Clerk is hired, seconded by Vice Chair Hansen.

**Motion carried 4-0**

##### **B. IT / Website designer**

**Motion:** Supervisor Ceminsky moved to look into the hiring of a new Website designer and IT, seconded by Vice Chair Hansen.

**Motion carried 4-0**

##### **C. Dave Sellner – Accessory Building**

**Motion:** Supervisor Ceminsky moved to authorize the Township Attorney to move forward with legal action against Dave Sellner to bring his accessory building into compliance with the State Building Code, seconded by Vice Chair Hansen.

**Motion carried 4-0**

**Consent Agenda**

**A. Approval of meeting Minutes**

**Motion:** Chair Murphy moved to table the approval of the May 14, 2018 meeting minutes, seconded by Supervisor Ceminsky.

**Motion carried 4-0**

**B. Meeting Audio Recordings**

**Motion:** Vice Chair Hansen moved to permanently retain the recorded meetings from March – May 2018, seconded by Chair Murphy.

**Motion carried 4-0**

**Motion:** Chair Murphy moved to require that the Town Clerk and Town Board Chair sign and date all minutes at the meetings once they are approved, seconded by Vice Chair Hansen with a friendly amendment that the Planning Commission do the same.

**Motion carried 4-0**

**Adjournment**

**Motion:** Vice Chair Hansen moved to adjourn the meeting, seconded by Supervisor Ceminsky.

**Meeting adjourned at 9:59 p.m.**

Respectfully submitted,

Ranee Solis  
Ranee Solis, Deputy Clerk

Minutes Officially Approved on : 9/18/18  
Date

By: Robert C. Fuchs and [Signature]  
Town Clerk Town Chair

# EUREKA TOWNSHIP

Dakota County, Minnesota



## Town Board Meeting

Attendance

Monday June 11<sup>th</sup>, 2018

7:00 PM

Name

ERIC MARTIN

HEATHER MARTIN

Richard Ostlie

Tom Ostlie

Aaron Davidson

KEN MALECHA

Kurt Oostreich

Alvie Storlie

Bill Funk

Jody Arman-Jones

HT Petter

Coloria Belzer

Allen Novacek

Nancy Sauber





**Treasurer Report June, 11, 2018**

**Bank Balance**

May 31, 2018

Checking Account	<b>\$2,304.80</b>
Outstanding Checks	<b>-\$850.88</b>
Savings Account	<b>\$370,215.55</b>
CD Account	<b>\$79,019.66</b>

Total Investments <b>\$449,235.21</b>
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**ACCOUNT BALANCES** **\$450,689.13**

Petty Cash In  
Cash Box

**\$100.00**

**TOTAL INCLUDING CASH** **\$450,789.13**

	CD Matures	Original Investment
\$38,908.59	6/29/2021	5 yr
\$40,111.07	6/27/2022	5 yr
<u>\$79,019.66</u>		

**TOTAL DISBURSEMENTS**

Total May Claims (Including Temp Staff)	<b>\$36,500.35</b>
Total May Payroll	<b>\$5,806.95</b>
	<u><b>\$42,307.30</b></u>

  
 Also  
 me  
 JH

Date Range: 5/7/2018 To 6/11/2018

Date	Vendor	Description	Claim #	Total	Account #	Account Name	Detail
06/11/2018	Kelly & Lemmons, P. A.	May legal Bill	3539	\$1,377.00	100-41615-304-216	Legal Services	\$1,377.00
06/11/2018	Otte Excavating Inc.	May 18 Road bill	3540	\$19,629.78	201-43128-313-234 201-43122-313-201 201-43230-313-236 201-43133-313-203	Culverts/ Ditches Unpaved Streets Waste (Refuse) Collection Gravel/ Hauling/ Related Work	\$3,220.00 \$15,802.50 \$315.00 \$292.28
06/11/2018	Darrel Gilmer	building inspections May 18 Bill	3541	\$5,714.58	100-42401-312-210	Building Inspections Administration	\$5,714.58
06/11/2018	TKDA	Professional services invoice 002018001732	3542	\$63.24	240-41960-314-223	Planning and Zoning	\$63.24
06/11/2018	Dakota Electric Association	May Electric Bills	3543	\$88.33	100-41940-381-220 100-41940-381-220	General Government Buildings and Plant General Government Buildings and Plant	\$73.33 \$15.00
06/11/2018	DS/LSI	acct# 007602 May bill	3544	\$80.02	100-41940-384-220	General Government Buildings and Plant	\$80.02
06/11/2018	Culligan	bill Acct 10134684	3545	\$34.17	100-41940-382-220	General Government Buildings and Plant	\$34.17
06/11/2018	T & C Commercial Cleaning	Cleaning Town Hall June	3546	\$130.00	100-41940-315-220	General Government Buildings and Plant	\$130.00
06/11/2018	K Schroeder Masonry	Invoice 998	3547	\$340.00	100-41335-316-220	Cleaning/maintenance	\$340.00

*[Handwritten signatures and initials: CJK, APP, mc]*

Date Range : 5/7/2018 To 6/11/2018

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
06/11/2018	Frontier Communications	Acct 952046903736 053101 7 May bill	3548	\$178.82	100-41940-321-213	General Government Buildings and Plant	\$178.82
06/11/2018	Earl F Anderson	road signs Invoice 0117384 IN	3549	\$4,107.36	201-43127-226-233	Signage	\$4,107.36
06/11/2018	Dakota County Financial Services	2018 Salt & Sand March & April	3550	\$288.67	201-43125-230-204	Ice and Snow Removal	\$288.67
06/11/2018	Tom's Mobile Lock Service	Service Calls and keys	3551	\$264.38	100-41335-223-220	Cleaning/ maintenance	\$264.38
06/11/2018	Tim Murphy	April mileage	3552	\$130.91	100-41415-331-222	Mileage	\$130.91
06/11/2018	Timothy Murphy	Craigslist ad for Clerk	3553	\$35.00	100-41425-325-212	Clerk	\$35.00
06/11/2018	Express Employment Services	ACCOUNT NUMBER 22200802 Temp Admin	3554	\$1,092.50	100-41425-104-212	Clerk	\$1,092.50
06/11/2018	BroadView Technology Solutions LLC	invoice 2269 and 2280	3555	\$372.00	100-41920-309-212	Data Processing	\$372.00
06/11/2018	CardMember Services	Acct 6026 expenses email	3556	\$28.00	100-41421-203-212	Treasurer	\$28.00
06/11/2018	Mark Ceminsky	2nd Qtr Mileage	3557	\$83.93	100-41110-331-222	Council/Town Board	\$83.93
06/11/2018	Terpstra Snowplowing	Invoice 1046 for street sweeping	3558	\$1,325.00	201-43170-236-131	Street Cleaning	\$1,325.00

Date Range : 5/7/2018 To 6/11/2018

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
06/11/2018	Internal Revenue Service	fed tax deposit due in June 18	3559	\$1,017.98	100-41110-115-212	Council/Town Board	\$34.50
					100-41330-122-212	Boards and Commissions	\$691.92
					100-41421-122-212	Treasurer	\$105.12
					100-41330-125-212	Boards and Commissions	\$161.86
					100-41421-125-212	Treasurer	\$24.58
06/11/2018	PERA	June 18 payroll pmt	3560	\$118.68	100-41421-121-212	Treasurer	\$118.68

Total For Selected Claims

\$36,500.35

\$36,500.35

Charles Hansen	City Council/Town Board	Date
Donovan K Palmquist	City Council/Town Board	Date
Lucretia Barfknecht	City Council/Town Board	Date
Mark Ceminsky	City Council/Town Board	Date
Timothy Murphy	City Council/Town Board	Date

TRM  
MMP  
CME