

RB_minutes_01-03-2023

Meeting cancelled – no quorum

RB_Minutes_02-07-2023

Meeting was cancelled – No items on the agenda.

RB_Minutes_03-07-2023

Meeting Minutes not available.



LINWOOD TOWNSHIP

ANOKA COUNTY

22817 Typo Creek Drive N.E.

Stacy, Minnesota 55079

(651) 462-2812 • Fax (651) 462-0500

E-Mail: info@linwoodtownship.org

Website: <http://linwoodtownship.org>

May 2, 2023

Call to Order 7:03 pm at Linwood Town Hall, 22817 Typo Creek Drive NE, Stacy, MN 55079

Pledge to the Flag

Roll Call: Ed Kramer, Craig Rylander, Jane Rylander, John Carlson, Jonn Olson

Also present: Andy Luedtke (town board member) and a public works employee (didn't sign in)

Approval of the agenda: All yes.

Approval of the 4-4-23 minutes: Craig Rylander motioned, Ed Kramer second. All yes.

Agenda Item 3: Ryan Lake Drive Bridge: Ed Kramer motioned to recommend that the Town Board have our city engineer apply for a grant to bring our guard rails up to date. John Carlson second. All yes.

Agenda Item 4: Aggregate/Poly Flex: Discussion pertaining to what the warranty is on the Poly Flex done last year as it is in poor condition.

Agenda Item 5: Each Road & Bridge committee member received a township road map and a detail road map of the roads around the lakes. Each member selected sections of the map they will review within the next month.

Agenda Item 6: A sample road inspection checklist form was reviewed (and revised) and will be used for road reviews by the Road & Bridge committee.

Adjournment: John Carlson motioned. Craig Rylander second. All yes (8:37p.m.)

Minutes submitted by: Jane Rylander

Approved on _____

By _____ (Road & Bridge Chairman)



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April 4, 2023

Call to Order 7:00 pm at Linwood Town Hall, 22817 Typo Creek Drive NE, Stacy, MN 55079

Pledge to the Flag

Roll Call: Ed Kramer, Craig Rylander, Jane Rylander, Jonn Olson

Agenda Item 1: Approval of the agenda Ed Kramer motioned, Craig Rylander second. All yes.
Ed K. motioned to approve Jane Rylander as recording secretary. Craig Rylander second. All yes.

Seven community members were on hand to speak about snow plowing concerns: Ann Walker, Sandra Grahek, Linda Weaver, Leslee Krebs, Tom Sausen, Jim Lindenberg, Scott Walker, Randy Krebs, Tom Weaver. Also attending was Jack Sawatzky from Linwood Public Works. Leslie Krebs has spoken to Ed K. by phone and with email about the lack of adequate snow plowing on North Fawn Lake Road. Driving was very difficult all winter – one person is a school bus driver and has extreme difficulty getting the bus out. Mail delivery has been impacted. Jim Lindenberg stated there has been no plowing and no mail on 215th and Zodiac to 217th. Tom Sausen stated there has been no plowing on 205th and some skipped mail service. Tom Weaver stated plow drivers were told not to plow dirt roads. He looked up rules saying if there is 3.5” of snow or more roads should be plowed (also when they are slushy). When small amounts of snow accumulate, their road builds up 8” of ice.

Ed Kramer explained the unusually harsh winter we have experienced this year created plowing concerns. Residents wondered if their roads could get salt or sand in the middle of the roads at the end of plowing runs. Ed Kramer explained this should/is being done and commented that perhaps the town board will support a new(er) plan for dirt road plowing if one can be established. Also, if half of the neighborhood agrees to ask for the road to be paved, the town board would consider paving it. The township would pay 51% of the cost, the remainder to be assessed to property owners but the cost can be stretched out over perhaps 10 years.

Agenda Item 2: Craig Rylander motioned to approve the 1-18-23 R&B meeting minutes. Ed Kramer second. All yes.

Agenda Item 3: R&B Committee Guidelines:

R&B suggestions: Item 1: OK Item 2: DELETE the section that reads, “...and should reside within that district’s boundaries.” Item 3: DELETE Item 4: OK
Item 5: OK Item 6: OK Item 7: OK Item 8: OK Item 9: DELETE
Item 10: Amend to read: The Committee should help prepare an annual report on the roads and bridges by providing information for the annual report and the long range plan proposals for the

Annual Township Meetings.

Item 11: OK: **R&B team will prepare a road review checklist form which they will bring to Jane R. when complete. She will pass them on to the Town Board. We will give the Town Board a sample form when it has been completed .**
NOTE TO TOWN BOARD: At the next meeting of R&B, members will pick out areas of roads to inspect/review.

Agenda Item 4: Dellwood: Postal service approval is needed for this new development as they are requiring “lockbox” type of mail boxes at one central location for the entire development. The developer must coordinate this with the post office. Twenty-one new homes will be built each with at least 2.5 acres of land. There will be a right hand turn lane constructed onto “Willy” Street. Ed Kramer motioned to recommend that the Town Board accept Dellwood Country Estates plat plan. Craig Rylander second. All yes.

Agenda Item 5: Project approved for 205th Avenue: As soon as weather permits (April 4 & 5) trees will begin being removed. Allied Blacktop Company in Ham Lake will be performing the work. Tom Sausen mentioned all residents received a letter from Craig Jochum at Hakanson/Anderson which was nicely done. Project expected completion: July 14, 2023. Two questions were raised by Craig R.: Page 4 of the plan set (Note #7) describes the salvaged aggregate base will be a depth of 4”. What will the total finished depth of aggregate be? 4” seems less than the total needed under asphalt. Also, what areas will the “muck” be taken from? He doesn’t see notations on the plans as are usually indicated. Craig Rylander motioned to approve the plans for 205th with the “depth of aggregate” and “muck” areas questions pending clarification. Ed Kramer second. All yes.

Agenda Item 6: Martin Lake Road storm pipe project: Bids have been accepted by the Town Board already. Road & Bridge Committee requests that plan prints are reviewed by this committee BEFORE they go out for bids so input can be offered.

Agenda Item 7: Ryan Lake Drive Bridge: Ed Kramer will contact the Anoka County bridge inspector (Chris Osterhus) to see what his recommendations would be for the bridge.

Agenda Item 8: Recording Secretary Job Description: Jane R. will discuss with Township office staff.

Agenda Item 9: Town Board Report: Jonn Olson: On East Martin Lake Road there is a road failure traveling past the dam going north to be reviewed. Streets will be swept 3 times this year. Road grader has been chosen for the coming year (Shurmack Tree Farm). Craig Jochum (Hakanson) has been asked for help on grants for bridges. Pam Olson was asked to get prices on aggregate for the coming season but wonders on what quantity? For reclaiming? Ed Kramer will check on what is budgeted for 2023. Poly Flex: What roads will be crack sealed? R&B is behind by one month as far as inspecting/planning for the coming year. Ed Kramer will check on what was done last year. Plows may be pulling up the Poly Flex.

Adjournment: Craig Rylander motioned. Jane Rylander second. All yes. (9:08p.m.)

Minutes submitted by: Jane Rylander

Approved on _____

By _____ (Road & Bridge Chairman)



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MINUTES

Road & Bridge Meeting

June 6, 2023

Call to Order 7:04 pm at Linwood Town Hall, 22817 Typo Creek Drive NE, Stacy, MN 55079

Pledge to the Flag

Roll Call: Ed Kramer, Craig Rylander, Jane Rylander, John Carlson, Jonn Olson

Also present: Todd Ramberg, Sealtech, Inc.

Approval of the agenda: Craig Rylander motioned to approve the current meeting agenda, John Carlson second. Motion carried.

Approval of the 5-2-23 minutes: John Carlson motioned to approve the 5-2-23 meeting minutes, Craig Rylander second. Motion carried.

Agenda Item 3: R&B Committee discussion with Todd Ramberg from Sealtech, Inc. regarding Crack Sealing/Mastic/Poly Flex/Overlay options for township roads. Todd and several committee members will do a "drive by" of streets previously crack sealed by Sealtech for general informational purposes.

Agenda Item 4: Road reviews of all township roads have been completed by the R&B Committee. A recap of the information gathered will be compiled by Jonn Olson.

Additional Action: Jane Rylander motioned to recommend the Town Board select Tom Weaver to serve on the Road & Bridge Committee, John Carlson second. Motion carried.

Jonn Olson stated that the hand rail at the East Martin Lake Drive dam will be fixed using grant funds.

Adjournment: Craig Rylander motioned to adjourn. John Carlson second. Motion carried (8:40p.m.)

Minutes submitted by: Jane Rylander

Approved on _____

By _____ (Road & Bridge Chairman)

Road and Bridge did not meet in July, 2023.



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MINUTES

Road & Bridge Meeting

August 1, 2023

Call to Order 7:01 pm at Linwood Town Hall, 22817 Typo Creek Drive NE, Stacy, MN 55079

Pledge to the Flag

Roll Call: Ed Kramer, Craig Rylander, Jane Rylander, John Carlson, and Tom Weaver

Also present: Andy Luedtke, and Jonn Olson, Town Supervisor

Agenda Item 1: Approval of the agenda: Craig Rylander motioned to approve the agenda. John Carlson second. Motion carried.

Agenda Item 2: Welcome to Tom Weaver, Road & Bridge Committee new member.

Agenda Item 3: Approval of the 5-2-23 minutes: Jane Rylander motioned to approve the June 6, 2023 minutes. John Carlson second. Motion carried.

Agenda Item 4: Gravel for dirt roads: Bjorklund's in Isanti may be a good source for supplying (and perhaps placing) Class 5. 241st Avenue has a low spot. Procedure for rock is fabric first, then Class 5 on top of the low spot. John Carlson will check on the "silt fence" type of fabric we already have on hand. The cemetery road will be lime rock with funding to come from the cemetery fund. Winning bidder will supply & place.

Agenda Item 5: Poly Flex Filler: Several streets were called out needing crack filling. Township may want to work toward a four year rotation of filling.

Agenda Item 6: Rock filling on Ryan Lake bridge: The bank on the NE side should have screening under large rocks (rip rap). Swirls of water create the problem. Rock in concrete is said to be the best practice by the county engineer.

Agenda Item 7: Road & Bridge Committee Guidelines: Our changes have been emailed to R&B Committee and are out to all members for review.

Agenda Item 8: Road Reviews completed by R&B: Jonn Olson will prepare a spreadsheet of data for the September R&B meeting.

Agenda Item 9: Town Board Supervisor news: The township will be going out for quotes for ditch mowing services. Street sweeping will be done in August and in October. Fawn Lake area (241st/242nd) have Dresser trap rock on the roads which was placed in the winter but is now a problem. West Martin catch basin – 231st has a sink hole @ outlet to lake. Dam: cat walk to be done with grant funds. Township may get a one ton truck for maintenance & park use.

Agenda Item 10: North & South Linwood Drive Concerns: North is dusty as lime rock was placed but lime rock holds up better. South Linwood – poor grass growth and grading complaint but grass is probably due to drought, grading would be reviewed by county engineer.

Agenda Item 11: Project List Review: 205th ditching soon & project will conclude in 2 two weeks. Dellwood Estates: Surveyor has begun staking.

Assigning of four districts among the R&B Committee will be done at the September meeting.

Adjournment: John Carlson motioned for adjournment at 9:28pm. Tom Weaver second. Motion carried.

Minutes submitted by: Jane Rylander

Approved on _____

By _____ (Road & Bridge Chairman)



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MINUTES

Road & Bridge Meeting

September 5, 2023

Call to Order 7:02 pm at Linwood Town Hall, 22817 Typo Creek Drive NE, Stacy, MN 55079

Pledge to the Flag

Roll Call: Ed Kramer, Craig Rylander, Jane Rylander, John Carlson, Tom Weaver

Also present: Andy Luedtke, Carrie Luedtke, Jonn Olson (Town Supervisor), Ted Engen (6154 213th Lane NE).

Agenda Item 1: Approval of the agenda: Craig Rylander motioned to approve the agenda. Tom Weaver second. Motion carried.

Ted Engen came before the committee to request dust control for the street he lives on (North Linwood Drive area) as there is excessive dust. He stated children as well as adults are breathing in dust and it is a health hazard.

Agenda Item 2: Gravel for dirt roads: East Martin, 228th, and two cul-de-sacs are critical.

Agenda Item 3: Poly Flex Filler: Jonn Olson will meet with Todd from Seal Tech to get a cost on filling the "new" streets that have never been treated.

Agenda Item 4: Rock filling on Ryan Lake bridge: To be done soon.

Agenda Item 5: Road & Bridge Committee Guidelines: John Carlson motioned that the Guidelines presented be approved. Craig Rylander second. Motion carried.

Agenda Item 6: Road Reviews completed by R&B: Jonn Olson has nearly finished a spreadsheet of data gathered and will present it at the October R&B meeting.

241st, 240th, 239th Fawn Lake Road area: Cyndi Turbeville is initiating a petition for paving. She will indicate which roads will be paved so the Township Engineer can get approximate cost.

Agenda Item 7: Update on Street Projects Listing: 205th gets wear course next week along with signage. Mailboxes will go up this week. Martin Lake Road (22 to 85) needs work: possible grant from park funds. Maybe to be done next year. East Martin Lake Drive has a sink hole at 231st Avenue. Catch Basin at West

Martin Lake Drive: homeowner has water in garage. Oxford Township may contract with Linwood Fire Dept. for fire service. Dellwood Estates begins soon.

Assigning road review of four districts among the R&B Committee will be done at the October meeting.

Adjournment: John Carlson motioned for adjournment at 8:35pm. Craig Rylander second. Motion carried.

Minutes submitted by: Jane Rylander

Approved on _____

By _____ (Road & Bridge Chairman)



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Minutes

Road and Bridge Meeting

Date: 10-3-2023

Meeting Called to Order at 7:01pm at 22817 Typo Creek Dr NE, Stacy, MN

Pledge to the Flag

Roll Call: Craig Rylander, Ed Kramer, John Carlson, Tom Weaver, Jane Rylander

Also Present: Jonn Olson, Town Board Supervisor

1. Approval of the agenda: Craig Rylander motioned to approve agenda. John Carlson second. Motion carried.
2. Approve 8-1-23 minutes: Craig Rylander motioned to approve 8-1-23 minutes. John Carlson second. Motion carried.
3. Approve 9-5-23 minutes: Tom Weaver motioned to approve 9-5-23 minutes. Craig Rylander second. Motion carried.

4. Gravel for dirt roads: Progress report: gravel will be tabled until 2024. None will be done this year as it's too late. In 2024 we will look at gravel right away in March.

5. Poly Flex Filler: Results of Seal Tech meeting: Seal Tech starts tomorrow. Cost to do all that was planned was over the \$25,000 budget so Heidelberg off Sunset Road will not be done this year. Seal Tech will start with Fontana.

6. Rock Filling Ryan Lake Bridge: Progress report: Will be done soon.

7. Road Review Data Presentation: Tabled until November meeting.

8. Assign Road Review Districts to R&B committee members: Tom Weaver will cover Sections 1,2,25,26,35 and 36. Ed Kramer will cover Sections 3,4,27,28,33,34. John Carlson will cover Sections 5,6,29,30,31,32. Craig Rylander will cover Sections 7,8,9 (part),10,11,13,14,18,19,20,22,23,24.

There is a pot hole on Sunrise Rd at 236th. North & South side has black top breaking away. Lyons south of Fawn Lake Road needs a patch. Some discussion on a possible bean (soybean) product for dust control. If installed correctly it hardens to almost concrete with chip rock on top.

9. Street Projects Listing: Jonn Olson, Town Supervisor Updates: Ditch mowing is done. Street sweeping is done with one more scheduled sweeping in one month. 205th is waiting on a few signs, then done. The development off Cty Rd 74 (Dellwood Estates) started this week. First lift to be on before winter. Waiting on wing cylinders and both of the plow trucks will be done. Starting to get pricing and budget info on possible new truck for this fall.

10. Adjournment: Craig Rylander motioned to adjourn. Tom Weaver second. Motion carried. 8:30pm.

Minutes submitted by Jane Rylander

Minutes Approved on November 7, 2023

Minutes Approved by _____ (Road and Bridge Chairman)



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Minutes

Road & Bridge Meeting

November 7, 2023

Call to Order: 7:01pm at 22817 Typo Creek Drive NE, Stacy, MN 55079

Pledge to the Flag

Roll Call: Ed Kramer, Jane Rylander, John Carlson, Tom Weaver. Present: Andy Luedtke.

Also Present: Jonn Olson, Town Board Supervisor

Business:

1. Approval of the Agenda: Tom Weaver motioned to approve the agenda. John Carlson second. Motion carried.
2. Approval of 10-3-23 Meeting Minutes: Ed Kramer moved to approve the 10-3-23 minutes. John Carlson second. Motion carried.
3. Review/Approval of 2024 Schedule of Regular Meetings: November 5, 2024 R&B meeting will be held 10-29-24. March 5, 2024 meeting left as is (to be reviewed 12-5-23).
4. Recommendations or Proposed Public Works Projects for Next Year's Budget for Planning and Zoning: Fiscal year begins in March. Capital funds can be carried forward from year to year. We will research expected costs of labor & materials for year(s) to come. Martin Lake Road will be paved in 2025 (2024 if grant comes in). Possibly to be paved: Ryan Lake Drive (1/2 mile) and Sunset Road. East Martin Lake Drive guard rail at the dam will be repaired. How much money has been put aside for equipment?

5. EPIC EL dust suppressant (soy bean oil product): Expensive. Committee will look for additional dust control methods.
6. Discussion of Road Reviews Completed: Many street signs need replacing.
7. Input from Town Board Supervisor Jonn Olson: Many areas were patched this season with hot mix and were done nicely. Gravel will be graded again next week (before winter) to create the crowns and the streets will be swept next week for the last time this year. 1.5 ton dump truck with plow will be purchased in 2024.
8. Andy Luedtke spoke about the need for the township to consider new address markers at the driveway edges for homes in Linwood so fire and medical emergency personnel (for instance) can locate the homes.
9. Adjournment: John Carlson moved to adjourn. Tom Weaver second. All approved at 8:50pm.

Minutes Submitted by Jane Rylander

Minutes Approved on December 5, 2023

Minutes Approved by _____

Ed Kramer

Road and Bridge Committee Chairman



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Minutes

Road & Bridge Meeting

December 5, 2023

Call to Order: 7:00pm at 22817 Typo Creek Dr NE, Stacy, MN 55079

Pledge to the Flag

Roll Call: Ed Kramer, Craig Rylander, Tom Weaver, Jane Rylander. Absent, John Carlson

Also Present: Jonn Olson, Town Board Supervisor.

Business:

1. Approval of the Agenda: Ed Kramer motioned to approve the agenda. Tom Weaver second. Motion carried.
2. Approval of 11-7-23 Meeting Minutes: Tom Weaver motioned to approve the 11-7-23 minutes. Craig Rylander second. Motion carried.
3. Review/Approval of 2024 Schedule of Regular Meetings: The March Road & Bridge Meeting will be held on Wednesday, March 6, 2024.
4. Recommendations for Proposed Public Works Projects for Next Year's Budget for Planning and Zoning: Road & Bridge Operating Budget 2025 work paper prepared by Alyssa Dehn was reviewed.
Item 1: Paved streets materials: Ed Kramer motioned to set the 2025 proposed budget at \$5,000. Craig Rylander second. Motion carried.
Item 2: Paved street repairs: Ed Kramer motioned to set the 2025 proposed budget at \$60,000. Craig Rylander second. Motion carried.
Item 3: Unpaved streets materials: Tom Weaver motioned to set the 2025 proposed budget at \$52,000. Jane Rylander second. Motion carried.
Item 4: Unpaved streets road repair contractual: Craig Rylander motioned to set the 2025 proposed budget at \$45,000. Ed Kramer second. Motion carried.
Item 5: Sign repair materials: Ed

Kramer motioned to set the 2025 proposed budget at \$5,000. Motion carried. Item 6: Repairs & maintenance contractual: Jane Rylander motioned to set the 2025 proposed budget at \$35,000. Ed Kramer second. Motion carried.

Proposed Road & Bridge Capital 2025 Budget Worksheet Equipment List prepared by Alyssa Dehn: **EQUIPMENT**: Heated cab and backhoe attachment for Kubota tractor. Replacement of existing equipment as needed. **PAVING PROJECTS**: Martin Lake Road, 245th Avenue (to be done with Oxford Township), Ryan Lake Drive (engineering has already been done), East Martin Lake Drive dam repair, Sunset Road (to be done with East Bethel).

5. Dust suppressant news: MN firm Environmental Dust Control in Winnebago, MN is closed for the season but they have a soy/corn oil product. Area counties & towns all use calcium chloride. Explore solutions for North Linwood Drive & Fawn Lake area gravel roads.
6. Input from Town Board Supervisor Jonn Olson: Warming house improvements have been made. East Martin Lake Drive ROW change needed for a septic variance. Shoreline stabilization to be done with grant funds for ½ of the cost. Linwood Township owns the land by the dam. An access point for shoreline restoration will be done. Jonn is gathering pricing for trucks. Existing trucks need rocker repairs and new lenses on lights.
7. Adjournment: Craig Rylander motioned to adjourn at 9:07pm. Ed Kramer second. Motion carried.

Minutes Submitted by Jane Rylander

Minutes Approved on January 2, 2024

Minutes Approved by _____

Ed Kramer

Road & Bridge Committee Chairman