



Castle Rock Township

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Dakota County, Minnesota

2537 240th Street West, Farmington, MN 55024 castlerocktownship.com

BOARD OF SUPERVISORS MEETING MINUTES

November 10, 2025

The regular monthly meeting of the Board of Supervisors of Castle Rock Township was convened on November 10, 2025. Present were: Jerry Larson (Chair), Norbert Kuhn (Vice-Chair), BJ Elvestad, Pete Schaffer, Jordan Harper, Rhonda Rademacher (Treasurer) and Molly Weber (Clerk). There were 10 other people present.

Chair, Jerry Larson called the meeting to order at 7:00pm and the Pledge of Allegiance was recited.

APPROVE AGENDA

Norbert Kuhn made a motion to approve the agenda with additions. Jordan Harper seconded. Motion carried. (5-0)

DAKOTA COUNTY SHERIFF UPDATE

N/A

CONSENT AGENDA

1. August 12, 2025 Board of Supervisor Meeting Minutes – Jordan Harper made a motion to approve the August 12, 2025 Board of Supervisor Meeting Minutes. Pete Schaffer seconded. Motion carried. (5-0)
2. October 14, 2025 Board of Supervisor Meeting Minutes – BJ Elvestad made a motion to approve the October 14, 2025 Board of Supervisor Minutes with amendments. Pete Schaffer seconded. Motion carried. (5-0)
3. LA2025-0005 – Large Assembly Permit for Dakota County AG Society – December 6, 7, 13 & 14, 2025 – Pete Schaffer made a motion to approve permit LA2025-0005. BJ Elvestad seconded. Motion carried. (5-0) copied emailed to Sarah Kidwell at Dakota County 11.11.25

REVIEW/APPROVE

- Russ and Beverly Head (information only)
 - Question on building a barndominium @ 1325 240th Street West
- Bob and Kathy Hart (information only)
 - Questions on process for moving in a house and tearing down old one on their property at 3902 275th Street West, Northfield, MN

PUBLIC COMMENT

- Cathy Johnson presented information to the Board in regards to the Township Ordinance Manual.

PRESENTATIONS

- Mark Luostari – Inspectron – Pete Schaffer made a motion to approve the Over the Counter Permit fixed rate of \$125.00 effective May 1, 2026. BJ Elvestad seconded. Motion carried. (5-0) Mark stated the Department of Labor and Industry has some regulations for Barndominiums that the Board should review.
- Michelle Blue – Elections – Michelle presented information about moving to mail in balloting or changing the township election to November to save on costs.
- Solar Farm Project – Patrick with Atlantica – Tabled until December

ROAD REPORT

- Spot Gravel – Akron and Audrey – these are completed.
- Questions on 230th Lift for 2026 – Bryce Otte stated the road has been flat for years. It got flat since only an inch or 2 of gravel was added.

FYI/REMINDERS

- 2026 Public Hearing for Off Sale Liquor License – Simman LLC (dba Castle Rock Bard & Grill) and Woody's Liquor Box, Inc – Sent to BOS 11.07.25
- Minimum Maintenance Road 272nd Street Wand Granada Avenue (Eureka) – sent to BOS 11.10.25
- Vermillion River Watershed Community Advisory Committee Openings – sent to BOS 11.10.25

COMMITTEE REPORTS

- Web Hosting Contract Renewal

TREASURER'S REPORT

- Receipts \$47,683.49
- Current Investments \$989,780.06
- City of Farmington check from Summit was received and deposited.

REVIEW PAYROLL AND CLAIMS

- Payroll: \$4,019.38 Check #11568-11569
- Claims: \$8,340.21 Check #11570-11586
- Total: \$12,359.59

- GDO Law Bill
- Otte Bill
- ARPA

CLERKS REPORT

ADJOURN

CORRESPONDENCE

- November 11, 2025 Board of Supervisors Agenda
- August 12, 2025 DRAFT Board of Supervisor Meeting Minutes
- October 14, 2025 DRAFT Board of Supervisor Meeting Minutes
- Inspectron Information
- Open Meeting Law Review
- Cannabis Growing Regulations
- Al Maghfirah Cemetery Plat Map
- Draft Amendment for Pump Maintenance
- SE Metro Long-Term Wastewater Planning for Castle Rock Township
- Resident Letter
- WCA Notice of Decision NOD – Castle Rock Solar Part 2
- GDO Law Update

UNFINISHED BUSINESS

- Xcel – 230th Street – Escrow check – **BJ Elvestad made a motion to return the \$6,000.00 check to Xcel. Jordan Harper seconded. Motion carried. (5-0)** check was mailed back to Chris Berglund 11.11.25
- 275th Street Rail Trestle Project – The railroad gave 2 options: 1 - \$250.00 with the road closure. 2 – submit an actual plan to them for the township costs and he will submit it to his boss to see what they will cover.
- Open Meeting Law Review – sent to BOS 10.20.25 – coordinating a meeting is not a violation.
- Cannabis Growing Regulations – sent to BOS 11.05.25 - ???on this so it will have to be readdressed at the December meeting since the motion doesn't make sense – Norbert Kuhn made a motion to check with Bolton & Menk about cannabis and establishing areas for consumed use of anything disturbed. **BJ Elvestad seconded. Motion carried. (5-0)**
- Al Maghfirah Cemetery Plat Map – sent to BOS 10.28.25 – Inspectron has a preliminary plan. Septic is a big question.
- Verify Check Signing Procedure – sounds like the checks can be signed the next day. Jerry Larson will call for a yes or no.

NEW BUSINESS

- Trees – Al Maghfirah – clerk to email Al Maghfirah about the dead trees.
- Credit Card – Not a debit card-need a credit card.
- Approve Fee Schedule – table until December
- Maintenance at Town Hall - Pete Schaffer will be responsible for town hall maintenance. Pete Schaffer will also make sure the shrubs are trimmed.
- 4 Building Rights Transfers in Question – BJ Elvestad will look at this with Norbert Kuhn.
- Draft Amendment for Pump Maintenance – sent to BOS 11.05.25 – **BJ Elvestad made a motion to approve the DRAFT amendment for Pump Maintenance. Pete Schaffer seconded. Motion carried.** Email was sent to Wanda Rodriguez at Dakota County 11.11.25.
- SE Metro Long-Term Wastewater Planning for Castle Rock Township – Norbert Kuhn and Jerry Larson will try to attend.
- Resident Letter – Jerry Larson and Pete Schaffer will check into this and will report back to the Board.
- WCA Notice of Decision NOD – Castle Rock Solar Part 2 – sent to BOS 10.22.25 - FYI
- GDO Law Update
- GDO Contract – contract sent to the Board 11.11.25 – table until December
- Bolton and Menk Contract – contract sent to the Board 11.11.25 – table until December

FYI/REMINDERS

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COMMITTEE REPORTS

- Web Hosting Contract Renewal – Table until December

TREASURER'S REPORT

• Receipts	\$47,683.49
• Current Investments	\$989,780.06
• City of Farmington check from Summit was received and deposited.	
• Grant for elections was applied for. Should hear back sometime in December if this was awarded.	

Pete Schaffer made a motion to approve receipts at \$47,683.49 and current investments at \$989,780.06. Norbert Kuhn seconded. Motion carried. (5-0)

REVIEW PAYROLL AND CLAIMS

- Payroll: \$4,019.38 Check #11568-11569
- Claims: \$8,340.21 Check #11570-11586
- Total: \$12,359.59

Jordan Harper made a motion to approve payroll at \$4,019.38 and claims at \$8,340.21 Pete Schaffer seconded. Motion carried. (5-0)

- GDO Law Bill
- Otte Bill
- ARPA

CLERKS REPORT

- N/A

OTHER BUSINESS

- N/A

ADJOURN

Norbert Kuhn made a motion to adjourn the meeting at 9:42. Pete Schaffer seconded. Motion carried.

Date Signed

12-10-2025

Respectfully Submitted,

Nicole Loeffler

Molly Weber, Clerk

Nicole Loeffler

Attest:

Jerry Larson

Jerry Larson, Township Chair