



# Castle Rock Township

Since 1858

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 240<sup>th</sup> 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 275<sup>th</sup> 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 Barndominims 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 230<sup>th</sup> 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 272<sup>nd</sup> 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 – 230<sup>th</sup> 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
- 275<sup>th</sup> 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 amendement 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

- 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
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- Vermillion River Watershed Community Advisory Committee Openings – sent to BOS 11.10.25

#### 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,

N. Loeffler

Nicole Loeffler, Clerk

Nicole Loeffler

Attest:

Jerry Larson

Jerry Larson, Township Chair