

## **Sandstone Township**

### **Regular Meeting Agenda**

**Sandstone Town Hall – 55044 Poplar Rd.**

**June 6, 2024**

**Open meeting** - followed by pledge

**Variance** – board review recommendations from Planning Committee and motion for Gordon property music festival.

**Public Comment** - Please hold your comments to 3 minutes. **Board members will not respond to questions during public comment** but may add issues to the current agenda or schedule them for a future meeting. The board will not take questions or comments during the meeting.

**Minutes** – Minutes of 5.16.24 regular meeting

**Treasurer's report** – Has the first half of the levy been received? motion

**Affidavits** -

**Pay bills** – motion

**Clerk updates** – FEMA disaster 2022

#### **Unfinished business**

1. Jeannie Rausch was sworn in as treasurer on May 28, 2024
2. Motion to have Jeannie Rausch as a signer on the Northview Bank accounts

#### **Zoning/building site permit reports**

1. Zoning personnel
  - a. Permits
  - b. Zoning officer interviews

#### **Roads**

1. Road reports Jon, Linda, Matt
  - a. Road review
  - b. Government Road since bypass - Matt
  - c. Road conditions

#### **FEMA updates**

1. FEMA disaster 2022- update

2. FEMA spring disaster- Jon

**New business.**

1. Cleaning
2. Insurance premium increased for updated town hall
3. Timesheets due and signed by (date) for first of month payroll

**Planning Committee - Tasks for PC**

Supervisors – 5 min. each if time allows

**Adjourn**

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**Upcoming meetings**

**June 16-17, 2024 – training for treasurer**

**June 20, 2024 – Regular Meeting**

**June 24 or 25, 2024 – head election judge training**

**July 2, 2024, Tuesday – Regular meeting was changed from due to the July 4<sup>th</sup> holiday**

**Supervisors**

Linda Thomson, Chair – 320-515-1734

Jon Dorau – 320-630-1231

Matt Gebhart – 612-390-2067

Website: [sandstonetownship.com](http://sandstonetownship.com)

**Staff**

Ailene (Gussie) Croup, clerk 320-279-3513

Jeannie Rausch, treasurer 320-515-0389

Township email [sandstonetownship@gmail.com](mailto:sandstonetownship@gmail.com)

**Jeremy Gordon <jp3gordon@msn.com>**

May 8,  
2024,  
4:50 PM

to sandstonesupb@gmail.com, me

Good day,

I am Jeremy Gordon, I am the property owner and one of the producers of the Burnstone Music Festival that will be located in Sandstone Township. This will be an annual event and this will be our first annual event. Our goal is to provide entertainment to good people from all over the area. I do believe this event will grow and will be a huge benefit to the surrounding community.

Let me know if you have any questions or concerns about this event. Please call, text or email me back at your convenience.

Thank you for your attention and your help with this project.

Jeremy Gordon  
612.386.6608

For June 6

# Sandstone Township Planning Committee

55044 Poplar Road, PO Box 564, Sandstone, MN 55072

Phone: 320-279-3513 Email: Zoning Supervisor - sandstonesupb@gmail.com

General email: - sandstonetownship@gmail.com

## CONDITIONAL or INTERIM USE APPLICATION

Property Owner Jeremy Gordon Mailing Address 3155 Bunker Lake Blvd NW  
Andover MA 01830

Are you a resident of Sandstone Township? NO

Will you be residing on the property? Yes Will you be responsible for maintaining the property? Yes

City Andover State MA Zip Code 01830 Email JPGordon@msk.com

Daytime Phone 612.386.6608 Other Phone \_\_\_\_\_

Agent/Attorney \_\_\_\_\_ Agent/Attorney phone \_\_\_\_\_

Residential Address 25690 Groninger Road Sandstone MA  
55072

Please answer the following questions. Additional paper may be used if needed.

- Proposed Use MUSIC FESTIVAL
- How will the property maintain safe and healthful conditions?  
I am constantly aware and monitoring that.
- Is the proposed use listed as a conditional use according to Sandstone Twp Zoning?  
conditional use
- Will side-by-side or UTV vehicles be used? During what hours?  
NO
- Will animals be living or be brought onto the property? How many? — What kind?  
NO
- Describe whether the proposed use is compatible with uses on adjacent lands  
yes, two days on the weekend for sure.
- How many bedrooms will the structure have? NO BED ROOMS
- What evidence can be provided that the property will have an adequately sized sewage treatment system? we have portable toilets that will be serviced

# Sandstone Township Planning Committee

55044 Poplar Road, PO Box 564, Sandstone, MN 55072

Phone: 320-279-3513 Email: Zoning Supervisor - sandstonesupb@gmail.com

General email: - [sandstonetownship@gmail.com](mailto:sandstonetownship@gmail.com)

## Conditional or Interim Use Application Checklist


1.  Completed Application Form
2.  \$500 Application Non-refundable Fee payable to Sandstone Township
3.  Proof of Ownership (Deed or Title Insurance Policy)
4.  A beneficiary disclosure statement for property, if held in trust.
5.  Certificate of Survey or Site Plans for the property involved showing the following

*\*check will be submitted once declaration is made on need for application*

items:

- a.  Title
- b.  Scale of drawing
- c.  "North Arrow" showing north at top of the drawing
- d.  Any structure on the property
- e.  Topography at 1 or 2 foot contours
- f.  Wooded areas (if present)
- g.  Natural drainage to, from, and on the property
- h.  Base Flood Elevation (if present on the property)
- i.  Wetlands on the property (if present)
- j.  Location map
- k.  Developer/owner
- l.  Date of drawing
- m.  Designer/Surveyor

I understand that by signing this form that the property in question may be visited by county staff and/or board/commission members during normal business hours throughout the petition process. I certify that the information and exhibits submitted are true and correct to the best of my knowledge

Signature of Property Owner:  Date: May 9, 2024

FEE PAID: \_\_\_\_\_ CHECK #: \_\_\_\_\_ RECEIPT #: \_\_\_\_\_



WARRANTY DEED  
Individual(s) to Individual(s)

No delinquent taxes and transfer entered; Certificate of Real Estate Value ( ) filed ( ) not required  
 Certificate of Real Estate Value No. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_ County Auditor  
 by \_\_\_\_\_ Deputy

STATE DEED TAX DUE HEREON: \$ \_\_\_\_\_

Date: February 8th, 2022

\_\_\_\_\_ (reserved for recording data)

eCRV ID: \_\_\_\_\_

FOR VALUABLE CONSIDERATION, Francisco Zamora and Naomi Zamora, husband and wife, Grantors, hereby convey and warrant to Jeremy P. Gordon, Grantee as

- (Check only one box)
- tenants in common
  - joint tenants

real property in Pine County, Minnesota, described as follows:

The Southeast Quarter of the Northwest Quarter of Section 8, Township 42 North, Range 20 West of the Fourth Principal Meridian, Pine County, Minnesota

Less the North Half of the Northeast Quarter of said Southeast Quarter of the Northwest Quarter of Section 8. And Less the South 660.68 feet of said Northeast Quarter of the Southeast Quarter of Section 8

Property Address: XXXXX Groningen Road, Sandstone, MN

Abstract Property

together with all hereditaments and appurtenances belonging thereto, subject to the following exceptions:  
 Subject to restrictions, reservations, covenants, conditions, and easements of record, if any.

- The Seller Certifies that the seller does not know of any wells on the described real property.
- A Well Disclosure Certificate accompanies this document or has been electronically filed.  
 If electronically filed, the Well Disclosure Certificate number is: \_\_\_\_\_
- I am familiar with the property described in this instrument and I certify that the status and number of wells on the described real property has not changed since the last previously filed well disclosure certificate.

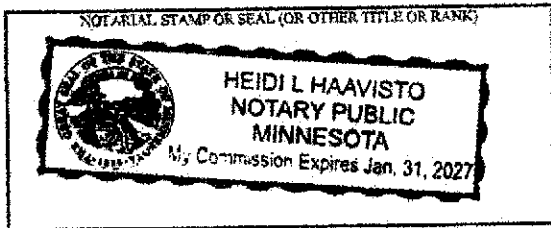
Francisco Zamora  
Francisco Zamora

Naemi Zamora  
Naemi Zamora

Affix Deed Tax Stamp Here

STATE OF MINNESOTA  
COUNTY OF Pine } SS

The foregoing instrument was acknowledged before me this 8<sup>th</sup> day of February, 2022, by Francisco Zamora and Naemi Zamora, husband & wife, Grantors.



Heidi L. Haavisto  
SIGNATURE OF PERSON TAKING ACKNOWLEDGMENT

Tax Statements for the real property described in this instrument should be sent to:  
**Jeremy P. Gordon**

**XXXXX Groningen Road  
Sandstone, MN 55072**

THIS INSTRUMENT WAS DRAFTED BY (NAME AND ADDRESS):

**Network Title, Inc  
371 Commerce Court  
Vadnais Heights, MN 55127  
22-0092**

**Sandstone Township**

**Planning Committee Meeting**

**Sandstone Township Hall**

**7 p.m. – Thursday, May 9, 2024**

1. Skip called the meeting to order at 7:10 pm.

Attendance - Present – Skip Thomson, Maury Peterson, Chris Nathan, Andrew Rypkema, Don Eaton, John Pitts, Jon Dorau – fill in Supervisor. Absent – Gebhart - Supervisor

Approved Agenda M/S (Peterson, Nathan)

Approved minutes of last meeting April 11, 2024 M/S (Peterson, Rypkema)

**Recommendations to send to the Sandstone Township Board**

1. What makes a dwelling for a short term rental? Renting less than a month or 30 days.
  2. \$500 for initial Interim Use Permit.
  3. \$100 renewal every 3 years so the Township can study if anything needs to be changed or the Permit taken away.
  4. Only 4 people or 2 people per bedroom, sewer capacity per rental dwelling.
  5. Quiet hours shall be abided from 9pm to 7am Sunday – Thursday; and 11pm – 7am Friday, Saturday, and holidays.
  6. No target shooting, but hunting is allowed.
  7. Only 2 dogs to be kept on leash, chain, or in a kennel. Unless being used for hunting with someone.
  8. Only 2 guest ATV's, snowmobiles or dirt motorcycles are allowed.
2. **New Business**
    1. A variance for all the property in Country Court Subdivision with less than 330 feet of road frontage does not need to meet the 330 foot frontage. M/S (Pitts/Peterson) motion unanimously approved.
    2. This variance has already been set up and approved.
    3. Ordinance #2, on page 7, Section 8, i. Numeral 3, all parcels need not meet 330 feet of road frontage.
  3. Skip called for adjournment at 8:25 pm.
  4. Respectfully Submitted
  5. John H. Pitts, Clerk



**Sandstone Township**  
**55044 Poplar Rd.**  
**Sandstone, MN 55072**

**Regular Meeting Minutes, May 16, 2024**

Chair Linda Thomson opened the meeting at 7 p.m. followed by the pledge.

Present were Supervisors Linda Thomson, Jon Dorau and Matt Gebhart, Clerk Ailene Croup and resident Gary Thomson.

The township received to applications for township treasurer. One person withdrew their application. Because the remaining applicant, Jeannie Rausch, is the daughter of Supervisor Linda Thomson, Personnel Committee member, Clerk Ailene Croup, asked Supervisor Matt Gebhart to help with the review.

Jeannie Rausch was recommended by the personnel committee for the treasurer's position at the current hourly pay of \$21/hour with a review in 6 months to increase pay to \$23/hour.

Gebhart made a motion to hire Jeannie Rausch at \$21/hour reviewed for a pay increase in 6 months to \$23/hour. Dorau seconded the motion and it was approved 2-0-1. Linda Thomson abstained because it is her daughter.

Croup received a contract from Minnesota Association of Townships' (MAT) trainer, Maria Barstch, who will train Rausch on CTS and treasurer's duties. Gebhart made a motion to approve the training at \$20/hour and \$0.67/mile reimbursement to MAT. Training will take place in mid-June.

Gebhart stated the treasurer should be performing more duties to raise the bar for the position and to take some of the load from the clerk.

The board discussed the need for a backup grader operator. Gebhart said township resident Keith Petry has had training.

Gebhart made a motion to hire Keith Petry at \$20/hour with a review in sixth months, seconded by Dorau and unanimously approved.

Dorau asked if the personnel committee had been doing background checks. Linda Thomson confirmed she had.

Linda Thomson suggested the full board perform personnel reviews and schedule them in the next few months.

Gebhart made a motion to have the treasurer's computer hard drive upgraded to solid state and have CTAS downloaded by Cyberts for \$135. It was seconded by Linda Thomson and unanimously approved.

The planning committee will have its meeting in June before the township's regular meeting to include the public hearing for the Gordon property music festival interim use permit.

The board unanimously approved the Wielenberg property variance recommended by the planning committee on a motion from Gebhart, seconded by Linda Thomson and unanimously approved.

Croup informed the board the ad had been published for zoning officer.

Roads

Gebhart said he talked to Summerland about grading which he'll be doing soon.

Dorau confirmed that he had not expressed interest in being an election judge contrary to information received from a political party.

Gary Thomson told the board he has a mower that the township could use which needs some work.

Linda Thomson made a motion to reappoint Maury Peterson and Skip Thomson to 3-year term on the planning committee. It was seconded by Gebhart and unanimously approved.

Gebhart made a motion to adjourn at 8:15 p.m., seconded by Linda Thomson and unanimously approved..

Respectfully submitted by Ailene Croup on June 6, 2024.

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Chair

**SANDSTONE TOWNSHIP  
PINE COUNTY**

**RESOLUTION NO. 2024-05**

**RESOLUTION DESIGNATING ELECTRONIC FUNDS TRANSFER  
BUSINESS ADMINISTRATOR**

**WHEREAS**, Minnesota Statute 471.381; requires the township to name a designated business administrator of electronic funds transfers (EFT); and

**WHEREAS**, on an annual basis, the governing body must delegate to a designated business administrator the authority to make electronic funds transfers; and

**WHEREAS**, the disbursing bank must keep on file a certified copy of the delegation of authority; and

**WHEREAS**, the person initiating the electronic transfer must be identified; and

**WHEREAS**, the person initiating the electronic transfer must document the request and obtain approval from the designated business administrator before initiating the transfer; and

**WHEREAS**, Written confirmation of the transaction must be made within one business day after the transaction; and

**WHEREAS**, a list with all transactions made by electronic funds transfer must be submitted to the governing body at its next regular meeting; and

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF THE TOWN OF SANDSTONE:**

1. The Town Board of Supervisors of the Town of Sandstone, County of Pine, State of Minnesota, does hereby designate the current Sandstone Township Treasurer, Jeannie Rausch to be the township's business administrator of electronic funds transfers.

Passed this 6th day of June 2024.

\_\_\_\_\_, Chairman

\_\_\_\_\_, Clerk



**Administrator's Office**  
635 Northridge Drive NW  
Suite 200  
Pine City, MN 55063

**Commissioners**

Steve Hallan • District 1  
Josh Mohr • District 2  
Terry Lovgren • District 3  
JJ Waldhalm • District 4  
Matt Ludwig • District 5

**County Administrator**

David J. Minke

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To: Cities and Townships in Pine County  
From: David Minke, County Administrator  
Date: May 21, 2024  
Subject: Cannabis Information Meeting

The Pine County Board of Commissioners has scheduled an information meeting/discussion of the new cannabis law for the June 18, 2024 regular county board meeting. The regular meeting starts at 10:00 a.m. and the cannabis information portion of the meeting is scheduled for 1:00 p.m. The meeting will be held at the North Pine Government Center (1602 Hwy 23 N.) in Sandstone.

City and Township representatives are invited to attend if interested. As the law applies to counties, cities, and townships, commissioners wanted to be sure that mayors, city councilors, and township supervisors were invited to attend. The primary purpose of the meeting is to update the county board on what local options there are under the law and provide an opportunity for questions and discussion.

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**Administrator's Office contacts:**

320-591-1620 • (toll free) 800-450-7463, ext. 1620 • (fax) 320-591-1628

May 30, 2024

Hi Wayne,

I'm sending two pdfs of the disaster claims. The first is emergency cleanup after the storm, opening roads, clearing downed trees and lines, getting the plow truck winched out multiple times as it kept getting stuck in the road when the operators tried to open the road, checking roads after receiving calls about them being impassable.

Immediately after:

- 1.a-d Jon Dorau opening roads clearing downed trees and lines \$1,513.66
- 2.a Tom Colsrud opening road with tandum slow plow \$397.50
- 6.a Linda Thomson checking roads that need to be opened \$18.66
- 3.a-b Deep Rock Towing company winching out the tandum plow truck \$1,575
- 4.a-c Ailene (Gussie) Croup drive all twp roads to estimate number of trees needing removal and which roads \$389.75

Spring cleanup when crews were able to get into the right-of-way. The tree cutting companies were all busy and the township did not have the funds to hire a company at that time. The township began by hiring a maintenance person Scott Trenholm to begin marking the trees that needed to be taken down because they were damaged by the storm or were leaning and would fall into the ditch and road. The township had not tree removal equipment so that had to be purchased to remove the damaged trees. Scott Trenholm marked the trees for removal. Ailene Croup and Maureen Hansen did the notification of residents of the removal. Keith Carlson also began taking trees down. The township determined because of the size and number of trees, they would have to get a company to do the work that had equipment to handle the job. They were able to hire Carlson Timber who recently finish the work.

Clean up and removal of trees damaged by the storm:

- 4.d-h Ailene Croup statutory requirements for tree removal \$251.84

5.a-b Maureen Hansen stuff envelopes to notify residents of tree cutting and removal \$42.00

7.a-b Keith Carlson storm damaged tree removal \$162.00

7.a1-7.i9 Scott Trenholm marking and cutting trees down \$944.66

8.a, 9a-b Purchase of equipment and supplies for marking, cutting and removing trees from storm \$835.11

10.a Carlson Timber cutting and removing trees damaged and down in the ditches from 2022 December snowstorm \$97,500.00

The total the Sandstone Township is submitting for the December 2022 Snowstorm Disaster is \$103,588.17.

If I remember correctly, Wayne, you said the administrative part of it would not be covered.

Please let me know if there is anything I can add to or clear up.

Thank you,

Ailene (Gussie) Croup, clerk

Sandstone Township

PO Box 564

Sandstone, MN 55072

320-279-3513

sandstonetownship@gmail.com



**MINNESOTA ASSOCIATION OF TOWNSHIPS  
INSURANCE & BOND TRUST**

May 31, 2024

Sandstone Township  
Attn: Croup, Ailene  
PO Box 564  
Hinckley, Minnesota 55072

Re: Policy# M1601CLC23

Dear Ailene:

Enclosed is the Endorsement paperwork for the changes you have requested to your Consolidated Liability Coverage. Please add the enclosed paperwork to your current Declaration Pages.

Also enclosed is the invoice indicating the premium due for the changes made to your policy. Please send payment upon receipt or following your next board meeting.

As always, feel free to contact us with any questions.

Sincerely,

Heather Tidmore  
Director of MATIT  
(763) 488-4052  
htidmore@mntownships.org

Encl.

**Minnesota Association of Townships Insurance Trust**  
805 Central Avenue East Saint Michael, MN 55376

**POLICY SCHEDULE FOR PROPERTY  
OCCURRENCE BASIS COVERAGE**

POLICY NUMBER: M1601CLC23

**NAMED INSURED**

Sandstone Township

POLICY PERIOD: 3/1/2023 through 6/30/2024

Ailene Croup

EFFECTIVE DATE OF CHANGE: 5/31/2024 at 12:01 a.m.

33454 Township Crossing

Hinckley, MN 55037

#	Building	Property Type	Limit	Deductible	Valuation
1	Loc 1 TOWN HALL / Bldg 1 55044 POPLAR BUILD	Building	\$218,273	\$1,000	Replacement Cost

**Building Blanket Total: \$218,273**

*The Total Replacement Cost Values for Blanket Property Coverage is the total of all limits, other than the limits for Historical Property, Agreed Value Property or Builders Risk, noted above. Historical Property is covered on a Functional Replacement Cost basis. Historical Property, Agreed Value Property or Builders Risk Property is not part of the Blanket Coverage.*

*For the Agreed Value Property listed in the Schedule, the most we will pay for all direct physical loss of or damage to that property is the agreed value or the applicable limit of insurance, whichever is less.*

**All other Terms and Conditions remain the same.**





# MATIT

Minnesota Association of Townships Insurance Trust  
805 Central Ave East, PO Box 415 • St. Michael, MN 55376  
Phone: 763-488-4052 or 1-800-262-2864

## Premium Notice

Invoice #: 8142

Date: 5/31/2024

Due: 7/15/2024

Trust:

Minnesota Association of Townships Insurance Trust

805 Central Ave East

PO Box 415

St. Michael, MN 55376

Bill To:

Attn: Ailene Croup

Sandstone Township

33454 Township Crossing

Hinckley, MN 55037

Type of Coverage: CLC

Policy Number: M1601CLC23

**Due Date: 7/15/2024**

CLC From 3/1/2023 through 6/30/2024

Outstanding Balance

**Total Due**

**\$55.00**

***\*Notice: In accordance with the bylaws, interest on late payments accrues at the rate of one and one-half percent (1 ½%) per month on unpaid balances.***

**PLEASE KEEP THIS PORTION FOR YOUR RECORDS**

**PLEASE RETURN THIS PORTION WITH YOUR CHECK**

MINNESOTA ASSOCIATION OF TOWNSHIPS INSURANCE TRUST

P.O. BOX 415

ST. MICHAEL, MN 55376

**Invoice#:**

8142

**Due Date:**

7/15/2024

**Total Due:**

**\$55.00**

Type of Coverage: CLC

**FOR OFFICE USE ONLY**

CHECK#: \_\_\_\_\_

AMOUNT: \_\_\_\_\_

INITIALS: \_\_\_\_\_

**Attn: Ailene Croup**

Sandstone Township

33454 Township Crossing

Hinckley, MN 55037

**Policy Number: M1601CLC23**

*Make Check Payable to MATIT*