

# **Credit River Township Board Meeting**

**Monday, March 2, 2020 6:00pm**

## **Meeting Minutes - Final**

**Members Present: Chairman Kostik, Vice Chairman Novak, Supervisor Lawrence, Supervisor Schommer, Supervisor Howe**

**Others Present: Engineer Nelson, Attorney Ruppe, Treasurer Hill, Clerk Donovan**

6:00 PM: Chairman Kostik called the March 2, 2020 Board Meeting to Order, Pledge of Allegiance

### **1. Approve or Amend Agenda**

Supervisor Schommer added "Gravel" as Item 1 under Road Report. Treasurer Hill added "Banyon" as Item 1 under Treasurer Report.

**Motion to approve the Agenda as Amended: Supervisor Lawrence**

**Second: Supervisor Schommer**

**Motion Passed: 5-0**

### **2. Consent Agenda**

- 1) Treasurer's Report**
- 2) February 3, 2020 Board Meeting Minutes**
- 3) February 18, 2020 Board of Audit Minutes**

**Motion to approve the Consent Agenda: Vice Chairman Novak**

**Second: Supervisor Howe:**

**Motion Passed: 5-0**

### **3. Open Forum**

- Deputy Lueke – Reviewed Township calls.
- Molly DeGroot – 19016 Margaret Ln. Asking about the Township becoming a city and any tax implications where residents can find information. Chairman Kostik discussed the township is working towards Planning and Zoning & the 2040 Comp Plan approval process and advised the 2040 Comp Plan can be found on the website
- Matt Prettyman – What is the status of 2040 Comp Plan from the Met Council? Chairman Kostik provided an update. Township Planner and Engineer responses to the Met Council requests will be done this week, then the Met Council has 15 days to respond.

#### 4. Old Business

##### 1) Markley Lake JPA

Chairman Kostik and Supervisor Lawrence met with Prior Lake regarding Markley Lake. The water levels have risen again to levels before the lowering was done last year. Chairman Kostik presented a JPA with Prior Lake requesting the board review so allow the township to be proactive for the spring melt.

**Motion to approve the cost sharing JPA with Prior Lake for temporary draw down of water levels on Markley Lake: Supervisor Lawrence**

**Second: Supervisor Howe**

**Motion Passed: 5-0**

#### 5. New Business

##### 1) Mailbox Reimbursement Policy

Supervisor Howe discussed feedback from residents that the reimbursement rate is too low. The Board reviewed the cost to replace a standard mailbox post with various options. Reimbursement will remain at \$50.

##### 2) Audit Review

Justin Nilson from Abdo, Eick & Meyers reviewed the 2019 Financial Audit. No findings to report and a clean audit was noted.

Supervisor Lawrence noted a special thanks to Treasurer Hill for the outstanding work done in 2019.

The 2019 Financial Audit will be added to the website.

#### 6. Road Report

##### 1) 195<sup>th</sup> St E. Tree Trimming

Supervisor Howe, trees are low enough on 195<sup>th</sup> St E., to brush the cars. Supervisor Schommer will arrange to have the trees trimmed.

##### 2) Dust Coating 2020

Supervisor Lawrence received quote from Environtec for dust coating for 2020. The quote included Nevada Ave which will not be needed this year. Supervisor Lawrence will request contract.

**Motion to accept quote from Environtec for the 2020 dust coating: Supervisor Schommer**

**Second: Vice Chairman Novak**

**Motion Passed: 5-0**

### 3) Gravel Roads

Supervisor Schommer requested a quote from Kleinberg's for gravel.

Supervisor Schommer advised the Country Court pond will be high and may need to be pumped.

## 7. Engineer's Report

### 1) Grey Fox Estates Overlay Project

Engineer Nelson presented the plans and specifications and costs for the overlay project in Grey Fox Estates. The total proposed cost of the projects is \$492,000, the benefitting property owners proposed assessment is \$246,000 and the township paying 50% of the cost at \$246,000. The assessment hearing will take place on April 20, 2020 at 6:30 pm.

**Motion to approve Resolution 2020-02 Approving Plans and Specs and Ordering Advertisement for Bids for the Grey Fox Estates Overlay Project: Supervisor Lawrence  
Second: Vice Chairman Novak**

**Motion Passed: 5-0**

**Motion to approve Resolution 2020-03 Declaring Costs to be Assessed and Ordering Preparation of Proposed Assessment and Notice of Assessment Hearing on Monday, April 20, 2020 at 6:30 pm for the Grey Fox Estates Overlay Project: Vice Chairman Novak**

**Second: Supervisor Howe**

**Motion Passed: 5-0**

**Motion to approve Resolution 2020-04 Declaring the Official Intent of Credit River Township to Reimburse Certain Expenditures from the Proceeds of Improvement Bonds to be Issued by the Township for the Grey Fox Estates Overlay Project:**

**Second: Supervisor Schommer**

**Motion Passed: 5-0**

### 2) Monterey Heights / South Passage Overlay Project

Engineer Nelson presented the plans and specifications and costs for the overlay project in Monterey Heights/South Passage. The total proposed cost of the projects is \$339,150, the benefitting property owners proposed assessment is \$169,750 and the township paying 50% of the cost at \$169,750. The assessment hearing will take place on April 20, 2020 at 7:30 pm.

**Motion to approve Resolution 2020-05 Approving Plans and Specs and Ordering Advertisement for Bids for the Monterey Heights/South Passage Overlay Project:  
Supervisor Howe**

**Second: Supervisor Schommer**

**Motion Passed: 5-0**

**Motion to approve Resolution 2020-06 Declaring Costs to be Assessed and Ordering Preparation of Proposed Assessment and Notice of Assessment Hearing on Monday, April 20, 2020 at 7:30 pm for the Monterey Heights/South Passage Overlay Project: Supervisor Schommer  
Second: Vice Chairman Novak  
Motion Passed: 5-0**

**Motion to approve Resolution 2020-07 Declaring the Official Intent of Credit River Township to Reimburse Certain Expenditures from the Proceeds of Improvement Bonds to be Issued by the Township for the Monterey Heights/South Passage Overlay Project: Vice Chairman Novak  
Second: Supervisor Howe  
Motion Passed: 5-0**

Engineer Nelson will request quotes for the drainage issue.

**8. Treasurer Report**

**1) Banyon**

Treasurer Hill is working with Banyon contractor to develop reporting in Banyon and requests to attend training.

**Motion to approve Banyon training for Treasurer Hill: Supervisor Lawrence  
Second: Vice Chairman Novak  
Motion Passed: 5-0**

**9. Clerk's Report**

**10. Town Hall**

**11. Review and Pay Bills**

**1) Transfer**

Treasurer Hill requested a transfer of \$10,000 from Savings to checking for the payment of claims

**Motion to approve the transfer of \$10,000 from savings to checking: Supervisor Lawrence  
Second: Supervisor Schommer  
Motion Passed: 5-0**

**2) Claim Summary**

Check Number	Vendor	Date	Amount	Comment
Paid Chk# 010205E	VISA COMMUNITY CARD	3/2/2020	\$211.99	iContact - Dec
Paid Chk# 010206E	EFTPS	3/2/2020	\$2,496.83	FICA 6.2 and federal withholding
Paid Chk# 010207E	MINNESOTA REVENUE MW5	3/2/2020	\$391.11	State WH
Paid Chk# 010208E	PERA	3/2/2020	\$1,079.15	PERA - Employee Amt
Paid Chk# 010510	Novak, Alan J	3/3/2020	\$641.51	February 2020 service paid in March 2020

Paid Chk# 010511	ABDO EICK & MEYERS LLP	3/2/2020	\$10,000.00	2019 Audit - Progress Payment
Paid Chk# 010512	BLUE NET INC	3/2/2020	\$65.00	365 Business Subscription
Paid Chk# 010513	BRYAN ROCK PRODUCTS INC	3/2/2020	\$327.77	2020 Winter Road Mtc
Paid Chk# 010514	BRYAN WACHENDORF	3/2/2020	\$500.00	Escrow Refund :Wetland Delinea
Paid Chk# 010515	CENTERPOINT ENERGY	3/2/2020	\$133.73	Acct#5179787-6; Town Hall Gas
Paid Chk# 010516	CHORES AND MORE BY HEIDI INC	3/2/2020	\$90.00	Town Hall Full Cleans
Paid Chk# 010517	CINTAS	3/2/2020	\$92.98	Townhall rug
Paid Chk# 010518	CITY OF LAKEVILLE	3/2/2020	\$586.04	Plowing & Deicing Judicial Roa
Paid Chk# 010519	COLLINS TREE CARE, INC	3/2/2020	\$500.00	Cut Trees back from septic tra
Paid Chk# 010520	DERRICK ROSS	3/2/2020	\$50.00	Mailbox Damaged 8730 195TH ST
Paid Chk# 010521	ECM PUBLISHERS INC	3/2/2020	\$46.75	Feb 3 Agenda
Paid Chk# 010522	GALLAGHERS	3/2/2020	\$11,153.00	Winter Road Mtc - Feb 20
Paid Chk# 010523	GOPHER STATE ONE CALL	3/2/2020	\$13.50	Billable Tickets
Paid Chk# 010524	HAKANSON ANDERSON ASSOC INC	3/2/2020	\$15,506.51	Engineering
Paid Chk# 010525	NUVERA COMMUNICATIONS INC	3/2/2020	\$698.33	Telephone and Internet
Paid Chk# 010526	JEFF ANDERSON	3/2/2020	\$50.00	Mailbox damaged 20430 Boon Ave
Paid Chk# 010527	KA WITT CONSTRUCTION	3/2/2020	\$1,760.00	Territory CSTS work
Paid Chk# 010528	KEVIN DONOVAN	3/2/2020	\$96.00	Deputy clerk time 4 hours
Paid Chk# 010529	MVEC	3/2/2020	\$1,015.26	Electricity
Paid Chk# 010530	NATURAL SYSTEMS UTILITIES MN	3/2/2020	\$4,525.75	CSTS operator fees
Paid Chk# 010531	SARAH LEVOIR	3/2/2020	\$715.00	Contractor
Paid Chk# 010532	SCOTT COUNTY TREASURER	3/2/2020	\$18,578.00	Salt and Scale Fee
Paid Chk# 010533	U.S. BANK EQUIPMENT FINANCE	3/2/2020	\$245.68	Copier fee
Paid Chk# 010534	XCEL ENERGY	3/2/2020	\$12.58	Acct#51-6509820-6; St. Francis
Paid Chk# 010535	GALLAGHERS	3/2/2020	\$12,349.00	Township Road maintenance
Paid Chk# 500097E	Monthly Pay ACH	3/3/2020	\$8,401.43	February 2020 service paid in March 2020
			\$92,332.90	

## 12. Adjourn

There being no further business before the Town Board, a motion to adjourn was heard.

**Motion to adjourn the March 2 , 2020, Credit River Township Meeting: Vice Chairman Novak  
Second: Supervisor Schommer  
Motion Passed: 5-0**

**The March 2 , 2020 Credit River Township Board Meeting was adjourned at 7:25 pm.**

**Recorded by:**

**Approved by:**

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**Karen Donovan  
Clerk - Credit River Township**

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**Chris Kostik  
Chairman- Credit River Township**