

# Credit River Township Board Meeting

Monday, April 6, 2020 6pm

## Board Meeting Minutes

Chairman Kostik called the April 6, 2020 Board Meeting to Order at 6:00pm, Pledge of Allegiance

Board Members Present via GoToMeeting application: Chairman Kostik, Vice Chairman Novak, Supervisor Lawrence, Supervisor Schommer, Supervisor Howe

Others Present via GoToMeeting Application: Attorney Ruppe, Engineer Nelson, Treasurer Hill, Clerk Donovan

Residents in attendance via GoToMeeting video application: 6

### 1. Approve or Amend Agenda

Engineer Nelson added "Seal Coating" under Road Report as Item 6.3

Supervisor Schommer added "Berm-Krenz Lake" as Item 6.4 and "Culverts" as Item 6.5

**Motion to approve the agenda as amended: Supervisor Lawrence**

**Second: Supervisor Howe**

**Roll Call for approval:**

**Chairman Kostik: Aye**

**Vice Chairman Novak: Aye**

**Supervisor Lawrence: Aye**

**Supervisor Schommer: Aye**

**Supervisor Howe: Aye**

**Motion Passed: 5-0**

### 2. Consent Agenda

1) March 2, 2020 Board Meeting Minutes

2) Treasurer Reports

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

**Second: Supervisor Lawrence**

**Roll Call for approval:**

**Chairman Kostik: Aye**

**Vice Chairman Novak: Aye**

**Supervisor Lawrence: Aye**

**Supervisor Schommer: Aye**

**Supervisor Howe: Aye**

**Motion Passed: 5-0**

### 3. Open Forum

Deputy Edwinson from the Scott County Sheriff Dept. stated there has been an increase in family related domestic calls and theft and burglary reports from homes and cars recently.

Chairman Kostik requested to hear from residents on any open forum topics.  
No open forum topics were heard from residents.  
Chairman Kostik closed Open Forum.

#### 4. Old Business

##### 1) Markley Lake Emergency Pumping Agreement

Chairman Kostik reviewed that a long-term agreement was approved last month for cost sharing pumping of Markley Lake, but Scott County was not able to act on agreement. Scott County has agreed to cost share along with Credit River Township and Prior Lake. Chairman Kostik presented an Emergency agreement between the township, City of Prior Lake for the board's approval. It is projected to take 60 days to lower 4 ft.

**Motion to approve the Emergency Order Agreement for Cost Share for Temporary Project to Draw Down Water Levels on Markley Lake: Supervisor Howe**  
**Second: Supervisor Lawrence**

**Roll Call for approval:**

**Chairman Kostik: Aye**

**Vice Chairman Novak: Aye**

**Supervisor Lawrence: Aye**

**Supervisor Schommer: Aye**

**Supervisor Howe: Aye**

**Motion Passed: 5-0**

##### 2) Crescent Curve Developer's Agreement

Attorney Ruppe advised Greg Wagner from Scott County, asked to have the Crescent Curve Developer's Agreement added to the meeting agenda to allow for the board's consideration and review prior to Scott County April 25th board meeting. Attorney Ruppe explained to the board this is a standard Developer's Agreement used by the township and has been reviewed by Engineer Nelson and Planner Nash. Language will be added regarding the overlay of France Blvd and Frontier Lane and the timing of the overlay. Plans will need to be added and have not been finalized.

Attorney Ruppe added the board may consider approving the Developer's Agreement contingent on Attorney, Engineer Nelson, and Planner Nash review. Also contingent on Developer addressing memo prepared by township staff. If substantiate changes are made it will be brought back before the board.

Supervisor Lawrence expressed concern that is usual for the Developer be at the board meeting when the Developer Agreement is approved and with who is communicating with the Developer? Also concerned with the late addition to the Credit River agenda due to county wanting to get this on their county agenda and the board not having a chance to review. Chairman Kostik explained there is time to make changes if needed. Attorney Ruppe advised the approval can be Continued until the next board meeting.

Supervisor Howe had a question regarding the awarding of bids. Engineer Nelson advised that this is a private bid to get on the construction schedule for their contractors. The contractors are held to the approved plans and specifications from the township.

**Motion to approve the Crescent Curve Developers Agreement contingent on Attorney Ruppe, Engineer Nelson and Planner Nash review as well as any technical memos and comments as prepared by township staff, Engineer Nelson and Planner Nash after finalized review: Vice Chairman Novak  
Second: Supervisor Schommer**

**Roll Call for approval:  
Chairman Kostik: Aye  
Vice Chairman Novak: Aye  
Supervisor Lawrence: Nay  
Supervisor Schommer: Aye  
Supervisor Howe: Aye**

**Motion Passed: 4-1**

**5. New Business**

**1) Jaguar Resolution**

Attorney Ruppe advised Jaguar Communications contacted the township regarding the pending sale of the company to MetroNet and is requesting a consent for the change in control with the approval of the Resolution.

**Motion to approve Resolution 2020-08 approving the change in control for Jaguar Communications, Inc to MetroNet Holdings: Supervisor Lawrence  
Second: Vice Chairman Novak**

**Roll Call for approval:  
Chairman Kostik: Aye  
Vice Chairman Novak: Aye  
Supervisor Lawrence: Aye  
Supervisor Schommer: Aye  
Supervisor Howe: Aye**

**Motion passes 5-0**

**2) Incorporation Report Authorization**

Attorney Ruppe advised if the township is proceeding towards incorporation, staff time will be needed to create required reports. Attorney Ruppe is looking for authorization to allow staff to begin working on Incorporation reports as needed.

**Motion to approve the creation of required reports as needed by staff for incorporation of Credit River. Supervisor Schommer  
Second: Supervisor Howe**

**Roll Call for approval:  
Chairman Kostik: Aye  
Vice Chairman Novak: Aye  
Supervisor Lawrence: Aye  
Supervisor Schommer: Aye  
Supervisor Howe: Aye**

**Motion passes 5-0**

## **6. Road Report**

### **1) Dustcoat Procedure**

Supervisor Lawrence and Supervisor Howe discussed plan to do dust coating with the Covid-19 issue so staff does not ride in the truck with driver. Supervisors will drive separately. Supervisor Schommer asking if Murphy Blvd can also be done.

### **2) Pothole Repair (Flemming Trail)**

Supervisor Howe – Received complaints about the potholes in area of Flemming Trail.

Supervisor Schommer discussed the asphalt contractor plants will open on April 22. Supervisor Schommer and Engineer Nelson will discuss.

### **3) Seal Coat**

Engineer Nelson advised widespread reports of issues with delamination of the seal coating. It was stated the need for better information as to why this is happening before seal coating is continued. Currently thought to extend the life of asphalt. Engineer Nelson requested to readdress seal coating at the May board meeting.

### **4) Berm - Krenz Lake**

Supervisor Schommer asked if the berm will be removed with the pipe on Lower 167<sup>th</sup> on Krenz Lake. Supervisor Lawrence advised the lake is raising but not at a risk for flooding at this time. Engineer Nelson was not sure with the "stay at home order" in place if this can be done. Supervisor Schommer thinks berm and pipe should be left in place if needed for the time being. Engineer Nelson will do a water level reading when permitted and will investigate a remote tool for measuring lake levels. The board expressed a need to look at a permanent solution.

### **5) Culverts**

Supervisor Schommer advised the culvert at 175<sup>th</sup> & Murphy failed and has been repaired. Also, a cement structure at S. Murphy failed and has been corrected.

Culverts were plugged up in Scottview and has been cleaned.

Additional discussion noted:

- Savage will not have a Recycle Day due to Covid-19. It may be rescheduled in the fall. Junk is being thrown, especially along Murphy, Sunset and Flag Tr.
- Crack filling will be done in May.
- There is a frost boil on 204<sup>th</sup>, which may firm up or may need to be repaired.

## **7. Engineer's Report**

Engineer Nelson advised there is information on a French Drain in SharePoint concerning the drainage issue in Monterey Heights/South Passage. This will be discussed at the April 20, MHSP Assessment Hearing.

**8. Treasurer Report**

Treasurer Hill advised a check for \$10,000 from the developer of Crescent Curve was received on March 10. She noted a concern that additional funds will be needed due to the work that was being done and has not been billed to date for March. Attorney Ruppe & Engineer Nelson need to provide billing. Treasurer Hill will advise Greg Wagner at Scott County that additional Escrow is required prior to approval by the Scott County Board.

**9. Clerk's Report**

**10. Town Hall**

**11. Reorganization**

Chairman Kostik asked the board if any changes to board responsibilities should be made. Board felt all board responsibilities will remain the same.

**Motion to keep the same reimbursement and responsibilities the same for 2020. Vice Chairman Novak  
Second: Supervisor Schommer**

**Roll Call for approval:  
Chairman Kostik: Aye  
Vice Chairman Novak: Aye  
Supervisor Lawrence: Aye  
Supervisor Schommer: Aye  
Supervisor Howe: Aye**

**Motion passes 5-0**

Fee Schedule Rate for escrow for Staff needs to be reviewed.

**12. Review and Pay Bills**

**1) Transfer funds**

Treasurer Hill requested a transfer of funds from Checking to Savings in the amount of \$45,000.

**Motion to approve the transfer of funds of \$45,000 from Checking to Savings: Supervisor  
Schommer  
Second: Vice Chairman Novak**

**Roll Call for approval:  
Chairman Kostik: Aye  
Vice Chairman Novak: Aye  
Supervisor Lawrence: Aye  
Supervisor Schommer: Aye  
Supervisor Howe: Aye**

**Motion Passed: 5-0**

**2) Payment of Claims-April 2020**

Chairman Kostik explained the payment of the April 2020 claims will be done with a motion and posted with the claims.

Check Number	Vendor	Date	Amount	Comments
Paid Chk# 010211E	EFTPS	4/5/2020	\$2,720.59	FICA 6.2 - Employee Amt
Paid Chk# 010212E	MINNESOTA REVENUE MW5	4/5/2020	\$426.21	State WH
Paid Chk# 010213E	VISA COMMUNITY CARD	4/5/2020	\$280.48	iContact - March, election supplies
Paid Chk# 010536	Novak, Alan J	4/7/2020	\$703.11	March Service Paid in April 2020
Paid Chk# 010537	ABDO EICK & MEYERS LLP	4/6/2020	\$2,250.00	2019 Audit - Progress Payment
Paid Chk# 010538	ALLEN J PLATT/MACKENZIE K PLAT	4/6/2020	\$1,414.00	NPDES Escrow RETURN - Pool 21
Paid Chk# 010539	BARBARA J STARKEY	4/6/2020	\$119.65	Election Judge
Paid Chk# 010540	BLUE NET INC	4/6/2020	\$65.00	365 Business Subscription
Paid Chk# 010541	CENTERPOINT ENERGY	4/6/2020	\$116.42	Acct#5179787-6; Town Hall Gas
Paid Chk# 010542	CINTAS	4/6/2020	\$46.49	Townhall rug
Paid Chk# 010543	COLLABORATIVE PLANNING LLC	4/6/2020	\$105.00	Planner
Paid Chk# 010544	COURI & RUPPE, P.L.L.P.	4/6/2020	\$7,415.00	Legal Bills
Paid Chk# 010545	DIANE CROMER	4/6/2020	\$181.65	Election Judge
Paid Chk# 010546	ECM PUBLISHERS INC	4/6/2020	\$55.25	Agendas
Paid Chk# 010547	GALLAGHERS	4/6/2020	\$3,675.00	Blading gravel Road & March Snow removal retainer
Paid Chk# 010548	GOPHER STATE ONE CALL	4/6/2020	\$20.60	Billable Tickets
Paid Chk# 010549	HAKANSON ANDERSON ASSOC INC	4/6/2020	\$29,390.63	Engineer
Paid Chk# 010550	NUVERA COMMUNICATIONS INC	4/6/2020	\$658.16	Telephone
Paid Chk# 010551	JOHN SCHULTE	4/6/2020	\$84.00	Election Judge
Paid Chk# 010552	LAURA WEBSTER	4/6/2020	\$91.00	Election Judge
Paid Chk# 010553	LISA LIVINGSTON	4/6/2020	\$6,312.00	RETURN Special Assessment Payment
Paid Chk# 010554	LLOYD ERBAUGH	4/6/2020	\$177.48	Election Judge
Paid Chk# 010555	LUBINSKI BROKERAGE LLC	4/6/2020	\$3,000.00	NPDES Permit Escrow return - Cancelled
Paid Chk# 010556	MPCA	4/6/2020	\$1,515.00	Water Permit Annual Fees - Sto
Paid Chk# 010557	MVEC	4/6/2020	\$910.84	Acct#777628301-Town Hall Elec
Paid Chk# 010558	NATURAL SYSTEMS UTILITIES MN	4/6/2020	\$9,605.36	CSTS March Operator fees
Paid Chk# 010559	PARI SCHILZ	4/6/2020	\$311.00	Election Judge
Paid Chk# 010560	PERA	4/6/2020	\$1,110.82	PERA - Employer Amt
Paid Chk# 010561	ROBIN ARNDT	4/6/2020	\$91.58	Election Judge
Paid Chk# 010562	ROVE PEST CONTROL	4/6/2020	\$75.00	Quarterly Pest Control
Paid Chk# 010563	SCOTT COUNTY TREASURER	4/6/2020	\$1,478.23	Special Assessment 2020 Tax Payment - Philips
Paid Chk# 010564	SW NEWSMEDIA	4/6/2020	\$666.44	Agendas and Bid Notification
Paid Chk# 010565	TRANS-ALARM INC.	4/6/2020	\$102.92	Town Hall Alarm Monitor Svc
Paid Chk# 010566	XCEL ENERGY	4/6/2020	\$12.46	Acct#51-6509820-6; St. Francis
Paid Chk# 500104E	Monthly Pay ACH	4/7/2020	<u>\$9,215.45</u>	
			\$84,402.82	

**Motion to approve payment of April 2020 claims as written: Vice Chairman Novak  
Second: Supervisor Lawrence**

**Roll Call for approval:**

**Chairman Kostik: Aye**

**Vice Chairman Novak: Aye**

**Supervisor Lawrence: Aye**

**Supervisor Schommer: Aye**

**Supervisor Howe: Aye**

**Motion Passed: 5-0**

**13. Adjourn**

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

**Motion to adjourn the April 6 , 2020, Credit River Township Meeting: Supervisor Howe  
Second: Vice Chairman Novak**

**Roll Call for approval:  
Chairman Kostik: Aye  
Vice Chairman Novak: Aye  
Supervisor Lawrence: Aye  
Supervisor Schommer: Aye  
Supervisor Howe: Aye**

**Motion Passed: 5-0**

**The April 6 , 2020 Credit River Township Board Meeting was adjourned at 7:35 pm.**

**Recorded by:**

**Approved by:**

\_\_\_\_\_

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**Karen Donovan  
Clerk - Credit River Township**

**Chris Kostik  
Chairman- Credit River Township**