

Credit River Township Board Meeting

Wednesday, September 9, 2020 6pm

Board Meeting Minutes

Chairman Kostik called the September 9, 2020 Board Meeting to Order at 6:00pm, Pledge of Allegiance

Roll Call :

Board Members Present: Chairman Kostik, Vice Chairman Novak, Supervisor Schommer

Board Members Present via GoToMeeting application: Supervisor Lawrence, Supervisor Howe

Others Present: Treasurer Hill, Clerk Donovan

Others Present via GoToMeeting Application: Attorney Ruppe, Engineer Nelson, Planner Nash

Residents in attendance via GoToMeeting video application: 15

Residents in attendance at townhall: 7

1. Approve or Amend Agenda

Supervisor Lawrence added "South Passage CSTS Study" as Item 3 under New Business

Motion to approve the Agenda as Amended: Supervisor Schommer

Second: Vice Chairman Novak

Roll Call

Chairman Kostik-Aye

Vice Chairman Novak-Aye

Supervisor Lawrence-Aye

Supervisor Schommer-Aye

Supervisor Howe- Aye

Motion Passed: 5-0

2. **Consent Agenda** Those items on the Board Agenda which are considered routine or non-controversial are included as part of the Consent Agenda. Unless a Board member specifically requests that an item on the Consent Agenda be removed and considered separately, items on the Consent Agenda are considered under one motion, second and vote. Any item removed from the consent agenda shall be placed on the agenda under Old Business.

1) August 3, 2020 Board Meeting Minutes

2) August 31, 2020 Developers Escrow

Motion to approve the Consent Agenda: Supervisor Lawrence

Second: Supervisor Howe

Roll Call

Chairman Kostik-Aye

Vice Chairman Novak-Aye
Supervisor Lawrence-Aye
Supervisor Schommer-Aye
Supervisor Howe- Aye
Motion Passed: 5-0

3. **Open Forum** The public forum is intended to afford the public an opportunity to address concerns to the Board. The public forum will be no longer than 30 minutes in length and each presenter will have no more than five (5) minutes to speak. Topics of discussion are restricted to local governmental topics rather than private or political agendas. The Board may discuss but will not take formal action on public forum presentations.

- Commissioner Tom Wolf — 169-41 about complete. Ribbon cutting will take place on 9/11
- Steve Wolf: Asked a question regarding the Credit River city status and community input. Chairman Kostik asked to delay responding as this is a board agenda item.

Remote: 0

Chairman Kostik closed the Open Forum.

4. **Old Business**

- 1) **Krenz Lake- Discuss ordering a feasibility study to construct an outlet culvert. (CK)**

Chairman Kostik stated Krenz Lake water level is high. Engineer Nelson recommended a long-term solution for an outlet to avoid yearly costs to lower lake levels. Engineer Nelson advised a cost to do a feasibility study is approximately \$5,000 . The board discussed an assessment to the neighborhood would likely be done for the costs of a long-term solution.

Motion to approve the feasibility study to be done by Engineer Nelson to construct an outlet for Krenz Lake: Vice Chairman Novak

Second: Supervisor Howe

Roll Call

Chairman Kostik-Aye

Vice Chairman Novak-Aye

Supervisor Lawrence-Aye

Supervisor Schommer-Aye

Supervisor Howe- Aye

Motion Passed: 5-0

- 2) **Incorporation Informational Meeting- Consider setting a date and time to hold a resident Q&A session. CK**

Chairman Kostik advised the court and surrounding communities have been notified requesting support for the Incorporation of Credit River. A hearing date has not been set but expected in November.

Board discussed the need for an Information Meeting for the residents of Credit River. This will be held on Monday, September 28, 2020 at 7:00 pm with limited in person attendance and a remote meeting availability. A Facebook post will be made & email blast will be done with the meeting notice and link to remote. An ad will also be placed.

3) Tara Farms Letter of Credit Reduction Request. SN

Engineer Nelson recommended a reduction to the Letter of Credit from On Site-Tara Farms to \$850,000.

**Motion to approve the reduction of the Letter of Credit for On Site- Tara Farms to \$850,000. Vice Chairman Novak
Second: Supervisor Howe**

Roll Call
Chairman Kostik-Aye
Vice Chairman Novak-Aye
Supervisor Lawrence-Aye
Supervisor Schommer-Aye
Supervisor Howe- Aye
Motion Passed: 5-0

5. New Business

1) Adoption of Credit River Comprehensive Plan

**Motion to approve Resolution 2020-14 adopting the 2040 Credit River Comprehensive Plan: Vice Chairman Novak
Second: Supervisor Lawrence**

Roll Call
Chairman Kostik-Aye
Vice Chairman Novak-Aye
Supervisor Lawrence-Aye
Supervisor Schommer-Aye
Supervisor Howe- Aye
Motion Passed: 5-0

2) Rezoning and Variance Request for 17963 Natchez Ave (Mesinbrink Property)

Scott County Staff Reports received for a Rezoning and Variance request for 17963 Natchez Ave. Planner Nash reviewed the Reports which requested rezoning 95.32 acres from UER to UER-C and a Variance to reduce the 100-foot lot width to 66 feet for a driveway.

Planner Nash purposed to table the recommendation for the variance and rezoning. Planner Nash will discuss with Greg Wagner at Scott County and will amend the letter. Chairman Kostik to review letter prior to sending to Scott County.

3) South Passage CSTS Study

Supervisor Lawrence advised NSU contacted him and requested a feasibility study to replace failed system in South Passage. Proposal received from Wink Engineering. Engineer Nelson was asked to review the proposal.

Motion to approve the ordering of the feasibility study from Wink Engineering :

Supervisor Lawrence

Second: Supervisor Schommer

Roll Call

Chairman Kostik-Aye

Vice Chairman Novak-Aye

Supervisor Lawrence-Aye

Supervisor Schommer-Aye

Supervisor Howe- Aye

Motion Passed: 5-0

6. Road Report

1) Speed limit signs on 170th Street East (BL)

Supervisor Lawrence received comments from residents about speed limit on 170th St E. Additional signage is requested, currently one sign is at 30mph. Two signs will be installed.

2) Mark's Bobcat 2020-21 Snowplow Quote

Quote received from Mark's Bobcat for the 2020-21 Snowplow Season, which was not changed from the previous year.

Motion to approve the Contract for Mark's Bobcat for 2020-21 Snow Plowing: Vice

Chairman Novak

Second: Supervisor Schommer

Roll Call

Chairman Kostik-Aye

Vice Chairman Novak-Aye

Supervisor Lawrence-Aye

Supervisor Schommer-Aye

Supervisor Howe- Aye

Motion Passed: 5-0

3) Gallagher's Snow Plowing Quote 2020-21

Quote received from Gallagher's for township road plowing for the 2020-21 snow plowing season.

Motion to approve the quote for the Gallagher Snow Plowing for 2020-21. Supervisor Lawrence

Second: Supervisor Howe

Roll Call

Chairman Kostik-Aye

Vice Chairman Novak-Aye

Supervisor Lawrence-Aye

Supervisor Schommer-Aye

Supervisor Howe- Aye

Motion Passed: 5-0

7. Engineer's Report

1) CSAH 27 Turn Lanes. SN

Engineer Nelson advised the Cooperative Agreement with Scott County not signed yet for the CSAH 27 turn lanes. Survey and environmental work should be started to get the project started in 2021. Letter for permission to access land needed from homeowners prior to this being done.

Motion to authorize Engineer Nelson to begin field work regarding the CSAH 27 turn lanes: Vice Chairman Novak

Second: Supervisor Howe

Roll Call

Chairman Kostik-Aye

Vice Chairman Novak-Aye

Supervisor Lawrence-Aye

Supervisor Schommer-Aye

Supervisor Howe- Aye

Motion Passed: 5-0

2) 210th Street and Nevada Avenue Pay Estimate. SN

Engineer Nelson recommends payment of \$166,651.42 to Northland Grading and Excavating for work completed on 210th Street and Nevada Ave.

Motion to approve payment to Northland Grading and Excavating for \$166,651.42:

Vice Chairman Novak

Second: Supervisor Schommer

Roll Call

Chairman Kostik-Aye

Vice Chairman Novak-Aye
Supervisor Lawrence-Aye
Supervisor Schommer-Aye
Supervisor Howe- Aye
Motion Passed: 5-0

3) Grey Fox Phase 1 Improvement Project Pay Estimate. SN

Engineer Nelson recommends payment of \$269,835.17 to McNamara Contracting for work done on the Grey Fox Phase 1 Improvement Project.

Motion to approve the payment to McNamara Contracting for \$269,835.17.
Supervisor Schommer
Second: Vice Chairman Novak

Roll Call
Chairman Kostik-Aye
Vice Chairman Novak-Aye
Supervisor Lawrence-Aye
Supervisor Schommer-Aye
Supervisor Howe- Aye
Motion Passed: 5-0

4) Monterey Heights & South Passage Improvement Project Pay Estimate. SN

Engineer Nelson recommends payment of \$195,709.26 to McNamara Contracting for work done on the Monterey Heights & South Passage Improvement Project.

Motion to approve the payment of \$195,709.26 to McNamara Contracting: Supervisor Howe
Second: Supervisor Lawrence

Roll Call
Chairman Kostik-Aye
Vice Chairman Novak-Aye
Supervisor Lawrence-Aye
Supervisor Schommer-Aye
Supervisor Howe- Aye
Motion Passed: 5-0

5) Hampshire Avenue Overlay. SN

Quote received for 1.5" overlay and patching on Hampshire Avenue. Northwest Asphalt at \$24,900 and Prior Lake Black Top at \$39,000.

Northwest Asphalt is currently doing work in the area for Savage.

**Motion to accept the quote of \$24,900 from Northwest Asphalt for the Hampshire Ave Overlay: Supervisor Lawrence
Second: Supervisor Schommer**

**Roll Call
Chairman Kostik-Aye
Vice Chairman Novak-Aye
Supervisor Lawrence-Aye
Supervisor Schommer-Aye
Supervisor Howe- Aye
Motion Passed: 5-0**

6) Towering Oaks Curve & Towering Oaks Trail. SN

Engineer Nelson discussed the Feasibility Study completed for Judicial Estates Feasibility study estimate for the Towering Oaks Curve and Towering Oaks Trail improvement project is \$340,670 with 60% assessed to 14 benefitting properties at \$14,600 per unit and 40% to the township .

**Motion to approve Resolution 2020-15 to accept the Towering Oaks Curve & Towering Oaks Trail Feasibility Study and set a public Hearing for October 19, 2020 at 7pm with remote meeting access. Vice Chairman Novak
Second: Supervisor Lawrence**

**Roll Call
Chairman Kostik-Aye
Vice Chairman Novak-Aye
Supervisor Lawrence-Aye
Supervisor Schommer-Aye
Supervisor Howe- Aye
Motion Passed: 5-0
5-0**

The 2015 Feasibility Study was \$10,400 per unit.

7) 2021 Overlay Project. SN

Engineer Nelson presented the draft of the feasibility report for the 2021 Overlay Project

- Cress view Estates: Credit River Town Hall is not a benefitting property
- Prairie Hills Lanes – Portion shared with Spring Lake Township total cost of overlay is \$80k (second half of road) total 26% is portion or approximately \$21,000.
- Grey Fox Phase 2 – Lake Estates Development construction using Broadview. Recommending Grey Fox Phase 2 be delayed due to pending construction traffic. Engineer Nelson recommends also delaying the turn lane construction.

- France Blvd and France Ct. Gravel portion is not included. Additional Feasibility Study needed for that portion. Engineer Nelson will discuss with Attorney Ruppe.
- Brookwood Road - Engineer Nelson advised Legend Golf course has frontage and would they receive assessment? Engineer Nelson will discuss with Attorney Ruppe.

Report will be revised to exclude Broadview Dr. and Bernard Ave. Repairs to Broadview will be done before winter.

8. Treasurer Report

1) 2021 Expense budget and Levy – DSH

Treasurer Hill reviewed the 2021 Budget & Levy Power Point Presentation for the Continuation of Annual Meeting to be held on September 14, 2020

Levy proposed: \$1.7 million or a 5% increase.

2) Clerk Credit card limit 2,500.00 – DSH

Current credit card limit is \$1000 for the Clerk, with election expenses recommendation to increase to \$2500.

**Motion to approve the recommendation to increase the Clerk’s credit card to \$2500:
Supervisor Schommer
Second: Vice Chairman Novak**

Roll Call
Chairman Kostik-Aye
Vice Chairman Novak-Aye
Supervisor Lawrence-Aye
Supervisor Schommer-Aye
Motion Passed: 4-0

Supervisor Howe left meeting at 7:30 due to illness.

3) Care’s Act Spending and Reporting – DSH

**Motion to approve the reclassification of expenses noted for Cares Act Spending and the September expenses: Vice Chairman Novak
Second: Supervisor Schommer**

Roll Call
Chairman Kostik-Aye
Vice Chairman Novak-Aye
Supervisor Lawrence-Aye
Supervisor Schommer-Aye
Motion Passed: 4-0

4) Recommendation for Autopayment for Utility/Services – DSH

Treasurer Hill recommended to set MVEC, Nuvera and CenterPoint monthly claim payments to auto pay to allow for payments to be made prior to board meetings to allow for timely claim payments.

**Motion to authorize Treasurer Hill to set MVEC, Nuvera and CenterPoint to autopay for monthly claim payments: Supervisor Schommer
Second: Vice Chairman Novak**

Roll Call

Chairman Kostik-Aye

Vice Chairman Novak-Aye

Supervisor Lawrence-Aye

Supervisor Schommer-Aye

Motion Passed: 4-0

5) Casey Parkway Special Assessment - DSH

Treasurer Hill advised a Green Acre Property on Casey Parkway will be sold and assessments will be due according to Green Acres status.

The original special assessment was from 2002 and reassessed in 2011. The last time this occurred within the Township simple interest was used.

If following the same procedure is followed for consistency, the total due would be \$6213.34. Board agreed this is the direction the Treasurer should follow.

9. Clerk's Report

1) Canvassing Board Requirement

Due to election laws the Canvassing Board will be held on Thursday, November 12 at 6:00pm.

10. Town Hall

1) Nuvera Proposal PH

Chairman Kostik asked that item be tabled due to Supervisor Howe not being present at this time.

11. Review and Pay Bills

1) Transfer

Treasurer Hill requested the transfer \$810,000 from savings to checking for the payment of August claims.

Motion to approve the transfer of \$810,000 from Savings to checking: Vice Chairman Novak
Second: Supervisor Lawrence

Roll Call
Chairman Kostik-Aye
Vice Chairman Novak-Aye
Supervisor Lawrence-Aye
Supervisor Schommer-Aye
Motion Passed: 4-0

2) Claim Summary

Motion to approve claim summary for August 2020: Supervisor Lawrence
Second: Supervisor Schommer

Check Number	Vendor	Date	Amt	Comments
Paid Chk# 010231E	Old National	5/30/2020	\$66.00	Bank Fee
Paid Chk# 010231E	Old National	6/30/2020	\$55.00	Bank Fee
Paid Chk# 010230E	Visa Community card	6/30/2020	\$991.41	Telephone bill iContact
Paid Chk# 010652	ADVANCED COMM AND WIRING	7/13/2020	\$3,425.00	Installation of cable and TV -deposit 50%
Paid Chk# 010653	Void	7/28/2020	\$0.00	Printing issue
Paid Chk# 010654	McWilliams & Associates	7/28/2020	\$2,451.00	Original check lost reissued
Paid Chk# 010233E	EFTPS	8/2/2020	\$2,833.21	FICA 6.2 - Employee Amt
Paid Chk# 010655	Novak, Alan J	8/4/2020	\$641.51	July Service paid in August
Paid Chk# 010656	ADVANCED COMM AND WIRING	8/3/2020	\$3,425.00	Installation of cable and TV - final
Paid Chk# 010657	ALLIED BLACKTOP COMPANY	8/3/2020	\$24,560.00	2020 Street Sealcoat
Paid Chk# 010658	BLUE NET INC	8/3/2020	\$65.00	365 Business Subscription
Paid Chk# 010659	CASEY ACRES INC	8/3/2020	\$6,854.16	Tile Work Spring 2020 proj 2
Paid Chk# 010660	CASTLE ROCK MATERIALS	8/3/2020	\$148.67	Class 5 Limestone
Paid Chk# 010661	CENTERPOINT ENERGY	8/3/2020	\$17.06	Acct#5179787-6; Town Hall Gas
Paid Chk# 010662	CINTAS	8/3/2020	\$92.98	Townhall rug
Paid Chk# 010663	CITY OF PRIOR LAKE	8/3/2020	\$110,942.50	Second Half 2020 Fire Contract
Paid Chk# 010664	COLLABORATIVE PLANNING LLC	8/3/2020	\$3,045.00	Planner
Paid Chk# 010665	CORI MCDONALD	8/3/2020	\$825.00	Jetting at 7774 Prairie Grass / reim
Paid Chk# 010666	EARL F ANDERSON	8/3/2020	\$34.65	Flat Sign and pole
Paid Chk# 010667	ECM PUBLISHERS INC	8/3/2020	\$272.00	Public notice
Paid Chk# 010668	GOPHER STATE ONE CALL	8/3/2020	\$82.00	Billable Tickets - MHSP
Paid Chk# 010669	HAKANSON ANDERSON ASSOC INC	8/3/2020	\$42,656.44	Engineering fees
Paid Chk# 010670	NUVERA COMMUNICATIONS INC	8/3/2020	\$952.75	Acct#141989 - MHSP Phone balan
Paid Chk# 010671	JOE AND NICOLE BOEGEMAN	8/3/2020	\$1,809.00	NDES escrow return New Home 21
Paid Chk# 010672	MARKS BOBCAT SERVICE, INC.	8/3/2020	\$8,548.25	Townhall Grass Cutting
Paid Chk# 010673	MICHAEL WASMUND	8/3/2020	\$1,435.00	NPDES escrow return Pole shed
Paid Chk# 010674	MIKES SEPTIC SERVICE	8/3/2020	\$575.00	Pumping and Dumping 213399 Whi
Paid Chk# 010675	MVEC	8/3/2020	\$866.23	Acct#777628301-StonebridgeElec
Paid Chk# 010676	NATURAL SYSTEMS UTILITIES MN	8/3/2020	\$8,193.58	MHSP June 2020 O&M

Paid Chk# 010677	SAFETY SIGNS	8/3/2020	\$900.00	3 Piece concrete barrier
Paid Chk# 010678	SW NEWSMEDIA	8/3/2020	\$273.59	Legal Ordinance 2020-03
Paid Chk# 010679	U.S. BANK EQUIPMENT FINANCE	8/3/2020	\$102.36	Acct#1388554; Lease Payment Co
Paid Chk# 010680	XCEL ENERGY	8/3/2020	\$11.04	Acct#51-6509820-6; St. Francis
Paid Chk# 1000001E	PERA	8/2/2020	\$1,169.59	PERA - Employee Amt
Paid Chk# 1000002E	MINNESOTA REVENUE MW5	8/2/2020	\$447.55	State WH
Paid Chk# 500132E	Monthly Pay ACH	8/4/2020	\$9,633.09	July Service paid in August
			\$238,400.62	

Roll Call
Chairman Kostik-Aye
Vice Chairman Novak-Aye
Supervisor Lawrence-Aye
Supervisor Schommer-Aye
Motion Passed: 4-0

12. Adjourn

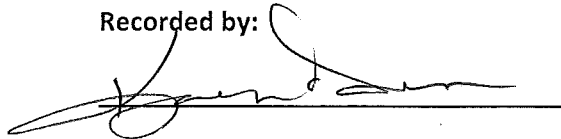
There being no further business before the Town Board, a motion to adjourn was heard.

Motion to adjourn the September 9, 2020, Credit River Township Meeting: Vice Chairman Novak
Second: Supervisor Schommer

Roll Call
Chairman Kostik: Aye
Vice Chairman Novak: Aye
Supervisor Lawrence: Aye
Supervisor Schommer: Aye
Motion Passed: 4-0

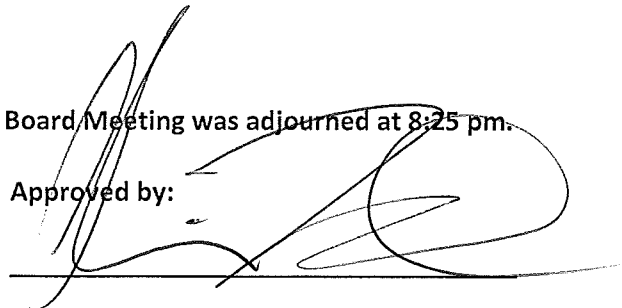
The September 9, 2020 Credit River Township Board Meeting was adjourned at 8:25 pm.

Recorded by:



Karen Donovan
Clerk - Credit River Township

Approved by:



Chris Kostik
Chairman- Credit River Township