

Credit River Township Board Meeting

Monday, October 5, 2020 6:00pm

Minutes

6:00PM: Call October 5, 2020 Board Meeting to Order, Pledge of Allegiance

Chairman Kostik called the October 5, 2020 Board Meeting to Order at 6:00pm, Pledge of Allegiance

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

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

Roll Call

Chairman Kostik-Aye

Vice Chairman Novak-Aye

Supervisor Lawrence-Aye

Supervisor Schommer-Aye

Supervisor Howe- Aye

Others Present: Treasurer Hill, Clerk Donovan

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

Residents in attendance via GoToMeeting video application: 2

Residents in attendance at townhall: 6

1. Approve or Amend Agenda

Supervisor Howe requested to switch order of 10.1 and 10.2 Chairman Kostik added Incorporation update to 4.1

Motion to approve the Agenda as Amended: 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

Deputy Aszmann- Attended meeting via remote access. Sheriff Report sent to board. No comments heard by the board. Deputy Aszmann addressed thefts occurring from vehicles at Murphy Park Horse Park area which are under investigation.

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) September 9, 2020 Board Meeting Minutes**
- 2) TR reports**
- 3) Developers Escrow**

Motion to approve the Agenda as Amended: 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

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.

- **Bill Market- Cress View Dr.** Asked about the hearing date for the township Incorporation. Chairman Kostik advised the Incorporation topic was on the agenda and will be discussed in further detail this evening. Bill Market also asked about the Cress View Estates Overlay on the agenda and how does the board address lots which are still open. Chairman Kostik advised the lots would be assessed and the builder would be assessed for road damages if occur during home construction.

Hearing no other comments . The Open Forum was closed.

4. Old Business

1) Incorporation Update

Incorporation update by Attorney Ruppe. Judge Jessica Palmer Denig has been assigned to Incorporation Hearing. Tentative hearing date is November 16 & 17(if needed). Dates and times will be confirmed.

Staff & Board asked to keep dates open.

2) Consider approving Law Enforcement Agreement with Scott County Sheriff's Office.

Negotiation with Scott County on an agreement for a deputy for 40 hours per week at \$173,034.45 annual for 2021, includes initial issue of \$16,225. Annual cost going forward is approximately \$150,000. Contract starts January 4, 2021.

**Motion to approve Law Enforcement Agreement with Scott County Sheriff's Office starting January 4, 2021: 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) Mesenbrink Lot Split

In September, recommendation by planner to table recommendation. Staff Report received with changes.

**Motion to recommend variance and lot split for the Mesenbrink Lot Split: 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

5. New Business

1) Legends Golf Liquor License

Renewal of the Legends Golf Liquor License recommendation is requested. A representative from Legends Golf Club was in attendance.

**Motion to approve Resolution 2020-16 giving the recommendation for the Legends Golf Club Liquor License : 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) Country Court Park (BL)

Supervisor Lawrence presented pictures from the Country Court Park swing set. Swing support has been broken and swings removed. It was recommended to repair with two new cross beams and replace swings.

Supervisor Lawrence to receive quotes and will have Chairman Kostik review.

3) Heritage Links Golf Liquor License

Renewal of the Heritage Links Golf Liquor License recommendation was requested. Mark Zweber from Heritage Links Golf Course was in attendance.

**Motion to approve Resolution 2020-17 giving the recommendation for the Heritage Links Golf Course: 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**

6. Road Report

East side of Monterey is overgrown and should be cut.

7. Engineer's Report

1) Grey Fox Phase 1 Overlay Project

Construction on the Grey Fox Phase 1 Overlay Project is mostly complete. Actual cost of the Grey Fox Phase 1 Overlay Project was \$363,000 from the original estimate of \$492,000. The new assessment is recommended at \$2,220 from the original of \$3,000.

**Motion to adopt the reduced assessment roll for Grey Fox Phase 1 Overlay Project at the reduced amount of \$2,220.00: 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**

Resolution 2020-21 confirmed with Attorney Ruppe for the Grey Fox Phase 1 Assessment Roll on 10/6/2020.

2) MHSP Overlay Project

Actual cost of the Monterey Heights – South Passage Overlay Project was \$317,822.64. Original estimate was \$339,150.00. Assessment recommended to be reduced from the original estimate of \$2,975.00 to \$2,840.00.

**Motion to adopt the Monterey South Passage Overlay assessment roll at the reduced amount of \$2,840.00: 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**

Resolution 2020-22 confirmed with Attorney Ruppe for the Monterey Heights -South Passage Assessment Roll on 10/6/2020.

3) 2021 Overlay Project

Engineer Nelson reviewed the 2021 Overlay Project:

- Removed Broadview and Bernard from the 2021 Overlay Project and will be added to the 2022 CIP due to the construction of Lake Estates
- France Blvd and France Court were also removed and will do as a separate project
- Six neighborhoods are included.
- Spring Lake would be assessed a proposed \$21,000 for shared road of Prairie Hills Lane.

**Motion to accept the 2021 Overlay Project Feasibility Report with correction as noted for Lot 61 and call for public improvement hearing on November 17, 2020 at 7:00pm: Vice Chairman Novak
Second: Supervisor: Supervisor Lawrence**

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

4) France Boulevard and France Court Project

Engineer Nelson reviewed the France Boulevard and France Court Project.
Two options were discussed:

- All 19 benefitting properties: \$2,980
- 17 Benefitting Properties: 3-19, \$6,280 based on 50% township contribution. Property 1& 2 would not benefit.

Motion to accept the feasibility study and set public improvement for November 17 at 8:00pm. 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) 20418 Texas Erosion – Information Only

Engineer Nelson advised board of an erosion issue at 20418 Texas Ave. Does not impact Road.

6) Crescent Curve LOC Reduction Request

Engineer Nelson advised the Crescent Curve Developer has requested a reduction to the Crescent Curve Letter of Credit based on work completed to date. Recommend reduction of LOC to \$1,384,000, which is 125% of the remaining estimated costs of the remaining improvements.

Motion to approve the reduction of the Letter of Credit for Crescent Curve to \$1,384,000:
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**

8. Treasurer Report

1) Levy Resolution

The 2021 Levy of \$1,700,000 was approved by the residents at the Continuation of Annual Meeting Levy on September 14, 2020.

**Motion to approve Resolution 2020-18 setting the final levy for collection in 2021 to \$1,700,000: 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**

2) CSTS resolution

Treasurer Hill reviewed the Delinquent 2020 CSTS fees to be certified to Taxes.

**Motion to approve Resolution 2020-19 Certifying 2020 Delinquent CSTS fees to taxes for collection in 2021: 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**

3) Banyon Software

Proposed Banyon Software Modules to allow virtual processing to collect credit card billing for permits, CSTS and receipts. Will request CARES Act Funds.

**Motion to approve expenditures for the Banyon Software to allow virtual processing of fees for permits and CSTS fees. 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**

9. Clerk's Report

1) Resolution Appointing Election Judges

**Motion approving Resolution 2020-20 appointing election judges for the 2020 General Election: 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**

10. Town Hall

1) VoIP Phone Solution from Nuvera (PH)

Supervisor Howe reviewed the proposal from Nuvera for a new VoIP phone system for the town hall staff and internet services

**Motion to change to proposed 50Mx50M internet and VoIP phone service from Nuvera:
Supervisor Schommer
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) Replace Existing Security System (PH)

Supervisor Howe is recommending change from the current Security System due to service issues from the vendor. Supervisor Howe researched alternate providers and will present at the November Meeting as additional information is pending.

3) Parking lot lights electric eye replacement (BL)

Supervisor Lawrence advised the electric eye for the parking lot light is not working and is on continuously. Helm Electric will be contacted to replace.

11. Review and Pay Bills

1) Transfer

Treasurer Hill requested a transfer of \$40,000 from savings to checking for payment of October claims.

Motion to the transfer of \$40,000 from Savings to Checking for October claim payments:

Supervisor Lawrence

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) Claims

Treasurer Hill presented a list of October claims to be approved by the board.

Motion to approve the list of October claims to be paid: 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

Check #	Vendor	Date	Amount	Comments
Paid Chk# 1000012E	Old National	7/31/2020	55	Bank fees
Paid Chk# 1000012E	Old National	8/30/2020	236	Bank fees
Paid Chk# 010728	Al Novak	10/6/2020	\$641.51	September Service paid in October
Paid Chk# 010729	95 PRINTING	10/6/2020	\$111.00	Township receipt booklets
Paid Chk# 010730	BLUE NET INC	10/6/2020	\$65.00	365 Business Subscription
Paid Chk# 010731	CENTERPOINT ENERGY	10/6/2020	\$37.77	Acct#5179787-6; Town Hall Gas
Paid Chk# 010732	CHORES AND MORE BY HEIDI INC	10/6/2020	\$110.00	Town Hall Cleaning
Paid Chk# 010733	CINTAS	10/6/2020	\$46.49	Township Rugs
Paid Chk# 010734	COLLABORATIVE PLANNING LLC	10/6/2020	\$2,362.50	Planner
Paid Chk# 010735	COURI & RUPPE, P.L.L.P.	10/6/2020	\$4,522.50	Lawyer
Paid Chk# 010736	ECM PUBLISHERS INC	10/6/2020	\$55.25	Public notice
Paid Chk# 010737	GALLAGHERS	10/6/2020	\$1,260.00	Blade Gravel Roads
Paid Chk# 010738	GOPHER STATE ONE CALL	10/6/2020	\$41.85	Territory tickets
Paid Chk# 010739	HAKANSON ANDERSON ASSOC INC	10/6/2020	\$29,542.46	Engineer
Paid Chk# 010740	MARKS BOBCAT SERVICE, INC.	10/6/2020	\$8,475.00	Outlet/Plimino drive
Paid Chk# 010741	MARY G. MITHUN	10/6/2020	\$250.00	Escrow Return parking
Paid Chk# 010742	MIKES SEPTIC SERVICE	10/6/2020	\$1,050.00	Pumping Septic Systems
Paid Chk# 010743	NATURAL SYSTEMS UTILITIES MN	10/6/2020	\$17,727.91	NSU operator
Paid Chk# 010744	PRIOR LAKE BLACKTOP, INC.	10/6/2020	\$23,079.00	Street Patching on Natchez Ave
Paid Chk# 010745	RON SACKETT	10/6/2020	\$41.77	Scott view Weed Barrier
Paid Chk# 010746	SARAH LEVOIR	10/6/2020	\$715.00	Deputer Treasurer
Paid Chk# 010747	SECURITAS ELECTONIC SECURITY,	10/6/2020	\$102.92	Town Hall Alarm Montitor Svc
Paid Chk# 010748	SOUTHWEST NEWSPAPERS	10/6/2020	\$105.23	Public notice
Paid Chk# 010749	U.S. BANK EQUIPMENT FINANCE	10/6/2020	\$266.16	Copier lease
Paid Chk# 010750	WHITE TRASH INC	10/6/2020	\$325.00	Debris removal
Paid Chk# 010751	XCEL ENERGY	10/6/2020	\$12.40	Acct#51-6509820-6; St. Francis
Paid Chk# 1000012E	EFTPS	10/5/2020	\$2,686.55	Federal WH, Fica, Medicare
Paid Chk# 1000013E	PERA	10/5/2020	\$1,117.55	PERA
Paid Chk# 1000014E	MINNESOTA REVENUE MW5	10/5/2020	\$421.96	State WH
Paid Chk# 1000015E	VISA COMMUNITY CARD	10/5/2020	\$327.22	iContact, postage
	Payroll Ach	10/6/2020	\$9,007.43	September Service paid in October
			\$104,798.43	

12. Adjourn

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

**Motion to adjourn the October 5, 2020, Credit River Township Meeting: Supervisor Howe
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**

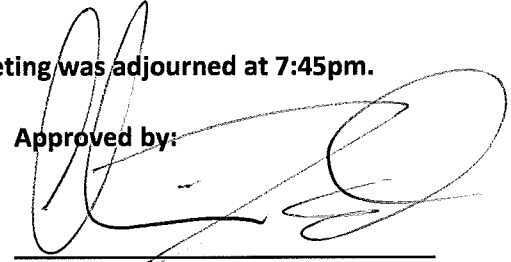
The October 5, 2020 Credit River Township Board Meeting was adjourned at 7:45pm.

Recorded by:



**Karen Donovan
Clerk-Credit River Township**

Approved by:



**Chris Kostik
Chairman- Credit River Township**