

Credit River Township Board Meeting

Monday, November 9, 2020 6:00pm

Minutes

6:00PM: Call November 9, 2020 Board Meeting to Order, Pledge of Allegiance

Chairman Kostik called the November 9, 2020 Board Meeting to Order, Pledge of Allegiance

Credit River Township Board Roll Call:

At Town Hall:

Chairman Kostik-Aye

Vice Chairman Novak-Aye

Supervisor Schommer-Aye

Board Members Present via GoToMeeting application:

Supervisor Lawrence-Aye

Supervisor Howe- Aye

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

Others Present at Town Hall: Treasurer Hill

Residents attending online: 18

Residents attending at town hall: 2

1. Approve or Amend Agenda

Chairman Kostik added Utility Agreement to Old Business Item 2.

Motion to approve agenda as amended: Vice Chairman Novak

Second: Supervisor: Schommer

Roll Call:

Chairman Kostik-Aye

Vice Chairman Novak-Aye

Supervisor Schommer-Aye

Supervisor Lawrence-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) **Developer's Escrow Summary (dsh)**
- 2) **October 5, 2020 Board Meeting Minutes (KD)**

Motion to approve Consent Agenda: Supervisor Lawrence
Second: Supervisor Schommer

Roll Call:

Chairman Kostik-Aye
Vice Chairman Novak-Aye
Supervisor Schommer-Aye
Supervisor Lawrence-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.

- **Deputy Aszum from Sheriff's Dept. updated on township activities.**
- **Bill Markert – Cress View. When will exhibits be added to website for the Incorporation? Supervisor Howe will add on Tuesday.**

4. **Old Business**

- 1) **Country Court playground (BL)**

Supervisor Lawrence updated Board on the Country Court playground repairs. Vendors to submit quotes. Should be available in December.

- 2) **Utility Agreement with Savage**

Motion to approve Cooperative Agreement between Credit River Township and the City of Savage regarding utilities sharing. Vice Chairman Novak
Second: Supervisor Schommer

Roll Call:

Chairman Kostik-Aye
Vice Chairman Novak-Aye
Supervisor Schommer-Aye

**Supervisor Lawrence-Aye
Supervisor Howe- Aye**

Motion Passed: 5-0

5. New Business

1) Tara Farms LOC (SN)

Tara Farms Developer requested reduction in Letter of Credit. Engineer Nelson recommends reduction to \$325,000.

Motion to approve reduction in Letter of Credit for Tara Farms to \$325,000: Supervisor Schommer

Second: Supervisor Howe

Roll Call:

Chairman Kostik-Aye

Vice Chairman Novak-Aye

Supervisor Schommer-Aye

Supervisor Lawrence-Aye

Supervisor Howe- Aye

Motion Passed: 5-0

2) Tara Farms Snow Plowing (SN)

Tara Farms Developer's agreement states developer may request snow plowing. Agreement prepared by Attorney Ruppe.

Supervisor Schommer requesting developer mark roads.

Motion to approve snowplowing agreement pending developer agrees. Supervisor Howe

Second: Supervisor Schommer

Roll Call:

Chairman Kostik-Aye

Vice Chairman Novak-Aye

Supervisor Schommer-Aye

Supervisor Lawrence-Aye

Supervisor Howe- Aye

Motion Passed: 5-0

3) CSTS MHSP Capital expense – Engineer report next steps (SN)

Engineer Nelson advised Wenck Engineering proposal just received and presented to board. Option 1 & 2 discussed. Recommended next steps to study report and investigate funding options. Neighborhood meeting to be held.

Supervisor Howe questioned urgency. Engineer Nelson advised should be replaced in 2021 as filter is failing

4) Fire Contract- consider approving fire services agreement with City of Prior Lake. (CK)

Chairman Kostik advised Fire agreement with Prior Lake ends in December 2020. A new contract negotiated with Prior Lake, Spring Lake Township and Credit River. Fire Contract was approved at the Prior Lake City Council Meeting.

Supervisor Lawrence thanked Chairman Kostik for the hard work and effort and stated this a good partnership for the two townships and the City of Prior Lake. Prior Lake City Manager Jason Wedel spoke. Mayor Briggs spoke and thank Chairman Kostik and board for the collaboration and strengthening of the fire department

ISO rating dropped to 5 from a 6 which is reflected in a strong Fire Dept.

**Motion to approve the Fire Services Agreement with City of Prior Lake. Supervisor Novak
Second: Supervisor Lawrence**

Roll Call:

Chairman Kostik-Aye

Vice Chairman Novak-Aye

Supervisor Schommer-Aye

Supervisor Lawrence-Aye

Supervisor Howe- Aye

Motion Passed: 5-0

5) Building Inspector- Consider authorizing the execution of a contract with the recommended building inspection firm(CK)

Chairman Kostik reviewed four contractors submitted proposals for building inspections. Chairman Kostik and Supervisor Schommer met with 2 two of the potential contractors with Planner Nash and Engineer Nelson.

Chairman Kostik recommendation is to authorize Metro West. Cost comparisons are in board packet.

**Motion to authorize execution of contract with Metro West contingent on review by Attorney Ruppe: Vice Chairman Novak,
Second: Supervisor Lawrence**

Roll Call:
Chairman Kostik-Aye
Vice Chairman Novak-Aye
Supervisor Schommer-Aye
Supervisor Lawrence-Aye
Supervisor Howe- Aye

Motion Passed: 5-0

6. Road Report

- Lynn Court, cars continue to drive around barriers to dump trash. Look at extending barriers.

7. Engineer's Report

1) Crescent Curve LOC Reduction (SN)

Engineer Nelson advised developer requested reduction in Letter of Credit for work completed to date. Engineer Nelson recommended a reduction to \$1,250,000.

Motion to approve the reduction of the letter of credit to \$1,250,000 to Crescent Curve.
Supervisor Howe
Second: Supervisor Lawrence

Roll Call:
Chairman Kostik-Aye
Vice Chairman Novak-Aye
Supervisor Schommer-Aye
Supervisor Lawrence-Aye
Supervisor Howe- Aye

Motion Passed: 5-0

2) Krenz Lake Outlet Feasibility Report (SN)

Feasibility report introduced but not requesting action at this time. Included options and cost estimates. Permitting and homeowner approval for easements is not known. Agreement with Three Rivers Park District would be needed. Next step would be to share with Lakeville, Savage, Three Rivers Park District. Neighborhood meeting would be held after review.

Assessments discussed for Lakeville, which would propose to share the cost, but Credit River cannot assess. 13 benefitting properties from Credit River could be assessed.

Engineer Nelson will share with other municipalities.

3) Territory Storm Sewer Repairs (SN)

Culverts in Territory separated and erosion occurring. Storm sewer pipes need to be reset. Engineer Nelson recommendation work done by the end of November to correct issues. Cost should be under \$24,000.

**Motion to repair culverts with Marks Bobcat: Supervisor Schommer
Second: Supervisor Howe**

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

Motion Passed: 5-0

8. Treasurer Report

1) Budget – Fire change

Treasurer Hill advised with the new fire contract finalized there was an increase of \$29,468 for administrative and equipment not captured previously.

2) Cares Act reporting

Treasurer Hill gave an update on Cares grant of \$2,069.10 to be returned due to a match. Will be taken out of the larger funds available. Required to return unused funds to Scott County by November 24.

9. Clerk's Report

1)

10. Town Hall

1) Security System proposal (PH)

Supervisor Howe investigated Wright Hennepin Security and recommended approval.

**Motion to authorize execution of contract with Wright Hennepin for security pending
Attorney Ruppe review: Supervisor Lawrence
Second: Supervisor Schommer**

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

Motion Passed: 5-0

11. Review and Pay Bills

1) Transfers

Treasurer Hill requested to transfer of \$75,000 from savings to checking for the payment of November claims.

Motion to authorize the transfer of \$75,000 from savings to checking for November claims.

Roll Call:

Chairman Kostik-Aye

Vice Chairman Novak-Aye

Supervisor Schommer-Aye

Supervisor Lawrence-Aye

Supervisor Howe- Aye

Motion Passed: 5-0

**Motion to authorize payment of claims: Vice Chairman Novak
Second: Supervisor Howe**

Roll Call:

Chairman Kostik-Aye

Vice Chairman Novak-Aye

Supervisor Schommer-Aye

Supervisor Lawrence-Aye

Supervisor Howe- Aye

Motion Passed: 5-0

Check #	Vendor	Date	Amt	Comments
Paid Chk# 010752	VOID	11/10/2020	\$0.00	Check printed damaged
Paid Chk# 010753	Novak, Alan J	11/10/2020	\$703.11	Service in October paid in November
Paid Chk# 010754	BANYON DATA SYSTEMS	11/9/2020	\$6,365.00	New software modules
Paid Chk# 010755	BARBARA J STARKEY	11/9/2020	\$125.80	2020 November Election
Paid Chk# 010756	BETH AMBARUCH	11/9/2020	\$141.67	2020 November Election
Paid Chk# 010757	BILL GELOW	11/9/2020	\$125.56	2020 November Election
Paid Chk# 010758	BLUE NET INC	11/9/2020	\$65.00	365 Business Subscription
Paid Chk# 010759	BRANDON MCKINNEY	11/9/2020	\$220.45	2020 November Training and Ele
Paid Chk# 010760	BRYAN ROCK PRODUCTS INC	11/9/2020	\$342.58	Winter Road Maintenance
Paid Chk# 010761	CAROL HOAGLAND	11/9/2020	\$131.65	2020 November Election
Paid Chk# 010762	CHORES AND MORE BY HEIDI INC	11/9/2020	\$205.00	Town Hall Cleaning 10/27/2020
Paid Chk# 010763	CHRIS BROCKWAY	11/9/2020	\$206.12	2020 November Election Set up
Paid Chk# 010764	CINTAS	11/9/2020	\$46.49	Township Rugs 09/08/2020
Paid Chk# 010765	CITY OF PRIOR LAKE	11/9/2020	\$10,542.32	Markley Lake Drawdown - 1/3 co
Paid Chk# 010766	COLLABORATIVE PLANNING LLC	11/9/2020	\$6,903.75	Misc. Escrow - Kane Variance an
Paid Chk# 010767	DALE KUCHINKA	11/9/2020	\$3,256.00	Mow Ditches 6/2020

Paid Chk# 010768	ECM PUBLISHERS INC	11/9/2020	\$34.00	10/5 board meeting
Paid Chk# 010769	GALLAGHERS	11/9/2020	\$5,944.50	Plowing
Paid Chk# 010770	GOPHER STATE ONE CALL	11/9/2020	\$33.75	Township September Tickets
Paid Chk# 010771	HAKANSON ANDERSON ASSOC INC	11/9/2020	\$32,123.57	General Road Projects 2020
Paid Chk# 010772	HELM ELECTRIC INC	11/9/2020	\$895.00	Install electrical outlets indo
Paid Chk# 010773	JAN PENNEY	11/9/2020	\$238.00	2020 November Election
Paid Chk# 010774	JULIE LOFTUS	11/9/2020	\$162.15	2020 November Election
Paid Chk# 010775	KAREN DONOVAN	11/9/2020	\$106.93	Cell Phone Reimbursement Octob
Paid Chk# 010776	KATHY URSETH	11/9/2020	\$180.13	2020 November Election
Paid Chk# 010777	KEVIN DONOVAN	11/9/2020	\$160.00	Election work
Paid Chk# 010778	LAURA WEBSTER	11/9/2020	\$150.22	2020 November Election
Paid Chk# 010779	LILY DODGE	11/9/2020	\$174.33	2020 November Election
Paid Chk# 010780	MADDIE RECKMEYER	11/9/2020	\$112.48	2020 November Election
Paid Chk# 010781	MADISON SWAIN	11/9/2020	\$164.85	2020 November Election
Paid Chk# 010782	MARKS BOBCAT SERVICE, INC.	11/9/2020	\$1,400.00	Townhall Grass
Paid Chk# 010783	MEGAN THOMAS	11/9/2020	\$148.61	2020 November Election
Paid Chk# 010784	MELISSA SMITH	11/9/2020	\$115.45	2020 November Election
Paid Chk# 010785	MICHAEL WASMUND	11/9/2020	\$217.11	2020 November Election
Paid Chk# 010786	MIKES SEPTIC SERVICE	11/9/2020	\$6,250.00	MHSP Septic Tank Pumping - 211
Paid Chk# 010787	MISTY PIERCE	11/9/2020	\$176.53	2020 November Training and Ele
Paid Chk# 010788	NATURAL SYSTEMS UTILITIES MN	11/9/2020	\$10,129.74	MHSP Oct 2020 O&M
Paid Chk# 010789	PARI SCHILZ	11/9/2020	\$334.90	2020 November Election
Paid Chk# 010790	PRIOR LAKE BLACKTOP, INC.	11/9/2020	\$2,067.00	Pothole Patching Tower Oaks
Paid Chk# 010791	PRIOR LAKE/SAVAGE RENTAL CENTE	11/9/2020	\$1,203.36	Election Tent Rental
Paid Chk# 010792	RICHARD ROGOZINSKI	11/9/2020	\$277.95	2020 November Election
Paid Chk# 010793	ROBIN ARNDT	11/9/2020	\$119.00	2020 November Election
Paid Chk# 010794	SAFETY SIGNS	11/9/2020	\$1,350.00	Install F&I Speed Limit Signs
Paid Chk# 010795	SARAH LEVOIR	11/9/2020	\$845.00	Special Assessment and Cares reporting
Paid Chk# 010796	SHARON CASWELL	11/9/2020	\$171.45	2020 November Election
Paid Chk# 010797	SITWORK SERVICES	11/9/2020	\$12,450.00	210th Street and Nevada Projec
Paid Chk# 010798	SOPHIA LEE	11/9/2020	\$105.48	2020 November Election
Paid Chk# 010799	SW NEWSMEDIA	11/9/2020	\$161.35	Q & A session notice
Paid Chk# 010800	U.S. BANK EQUIPMENT FINANCE	11/9/2020	\$112.60	Acct#1388554; Lease Payment Co
Paid Chk# 010801	SCOTT COUNTY ACCOUNTING DEPART	11/9/2020	\$2,069.10	Election Grant Return to Scott
Paid Chk# 010802	SCOTT COUNTY ACCOUNTING DEPART	11/9/2020	\$84,681.71	Cares Funding Return to Scott
Paid Chk# 010803	JASON AND SAMANTHA BRAUER	11/9/2020	\$935.00	NPDES ESCROW Return - NEW ADD
Paid Chk# 010804	JIM & JAYNE CRAMOND	11/9/2020	\$956.00	NPDES Escrow Fee return 16940
Paid Chk# 010805	THREE RIVERS PARK DISTRICT	11/9/2020	\$1,870.00	Permit/escrow Return - Outhous
Paid Chk# 1000016E	EFTPS	11/8/2020	\$3,192.47	FICA, Medicare, and Federal WH
Paid Chk# 1000017E	MINNESOTA REVENUE MW5	11/8/2020	\$519.57	State WH
Paid Chk# 1000018E	PERA	11/8/2020	\$1,227.95	PERA - Employee Amt
Paid Chk# 1000019E	VISA COMMUNITY CARD	11/9/2020	\$162.79	Election Floor Decal Stickers
Paid Chk# 1000020E	VISA COMMUNITY CARD	11/9/2020	\$265.14	iContact - October, stamps
Paid Chk# 500153E	Monthly Pay ACH	11/10/2020	\$10,966.91	October Service paid in November
			\$214,342.58	

12. Adjourn

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

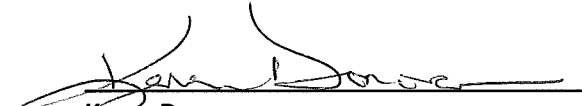
Motion to adjourn the November 9, 2020, Credit River Township Meeting: Supervisor Schommer

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**

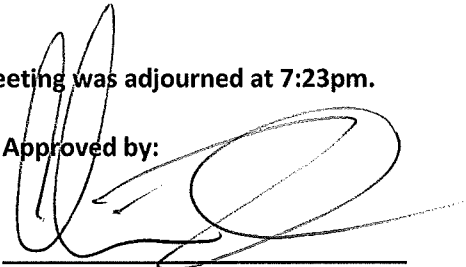
The November 9, 2020 Credit River Township Board Meeting was adjourned at 7:23pm.

Recorded by:



**Karen Donovan
Clerk-Credit River Township**

Approved by:



**Chris Kostik
Chairman- Credit River Township**