

Credit River Township Board Meeting

Monday, December 7, 2020 6:00pm

Minutes

Chairman Kostik called the December 7, 2020 Board Meeting to Order, Pledge of Allegiance

Credit River Township Attendance:

At Town Hall:

Chairman Kostik

Supervisor Schommer

Supervisor Howe

Board Members Present via GoToMeeting application:

Vice Chairman Novak

Supervisor Lawrence

Others Present via GoToMeeting Application: Attorney Ruppe, Engineer Nelson

Other Present at Town Hall: Treasurer Hill, Deputy Treasurer LeVoir

Residents attending online: NA

Residents attending at town hall: 2

1. Approve or Amend Agenda

Motion to Approve 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

2. Sheriff's Deputy Introduction Introduce the Law Enforcement Officer assigned to Credit River in 2021

Introductions were made between the new Sheriff Deputy Muelken and Credit River Township. Deputy Muelken provided monthly report. No major issues noted. Chairman Kostik asked about the new at CR 91/CR 21 and park issues; Sheriff Deputy provided an update.

3. Consent Agenda

- 1) Dakota County Comprehensive Plan Amendment (CN)**
- 2) City of Lakeville Comprehensive Plan Amendment (CN)**
- 3) Territory 5th Extension (CN)**

**Motion to Approve the Consent Agenda: 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

4. Open Forum

- Tom Wolf – Scott County Commissioner. Update on new stoplight at CR 91/CR 21– there has been positive feedback from residents; update on new building; update on COVID 19 vaccination; Supervisor Howe asked for update on NetWave wireless installation – Tom Wolfe indicated it is installed; Supervisor Howe noted NetWave is not yet accepting subscribers.
- Mark Simers – 7735 Painted Sky Court. Resident asked for more information regarding the Territory 5th Extension as noted on the consent agenda; Chairman Kostik indicated a 60-day extension was granted.

5. Old Business

1) Country Court Playground (BL)

Supervisor Lawrence reported the swing set needs to be replaced in Country Court Playground. It is 12 plus years old; estimated life is 12 to 15 years.

Several quotes were obtained for removal of old swing set equipment and purchase/install new swing set equipment. Supervisor Lawrence recommends township reviews again after the first of the year for possible purchase approval. The township does not have a storage area for the new swing set equipment over the winter months if purchased now and the new swing set equipment cannot be installed until the spring.

6. New Business

1) Permitting Software (CN)

The township will need a permitting software in relation to planning and zoning. Chairman Kostik indicated that the software Citizenserve has been reviewed with township staff in relation

to usability and financial considerations and recommends the township consider entering into an agreement with Citizenseve for permitting software.

**Motion to enter into agreement with Citizenseve for permitting software: 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

2) Planner Rates (CK)

The Collaborative Planning Rates for 2021 will be increasing from \$105 per hour to \$108 per hour.

7. Road Report

1) Supervisor Schommer provided an update that Franciscan Retreat was patched the previous week. There has been positive feedback from the residents.

8. Engineer's Report

1) Resolution Ordering Plans and Specifications for 2021 Overlay Project

**Motion to Approve Resolution 2020-23 Ordering Plans and Specifications for 2021 Overlay Project:
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

2) Resolution Ordering Plans and Specifications for Towering Oaks

**Motion to Approve Resolution 2020-24 Ordering Plans and Specifications for Towering Oaks:
Supervisor Howe
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) Resolution Ordering Plans and Specifications for France Blvd and France Ct

The township board and township engineer discussed the gravel portion of the road project, including potential road right of way issues.

**Motion to Approve Resolution 2020-25 Ordering Plans and Specifications for France Blvd and France Ct to include an alternate bid for the gravel portion: 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

4) Final Payment Application to McNamara for Grey Fox Phase 1 Overlay

**Motion to Approve Final Payment Application to McNamara for Grey Fox Phase 1 Overlay in the amount of \$36,601.85: Supervisor Schommer
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) Final Payment Application to McNamara for MHSP Overlay Project

**Motion to Approve Final Payment Application to McNamara for MHSP Overlay Project in the amount of \$23,600.49 : 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

6) Hakanson Anderson 2021 –2022 Rates

Hakanson Anderson hourly rates will be increasing for 2021 thru 2022. Township Engineer Nelson presented the new rates, as well as the history of rate increases, which are on average about 2%.

Attorney Ruppe provided an update on the Incorporation Hearing. Some additional documents need to be filed and then the judge will review. Order will be issued in approximately 30 to 45 days.

9. Treasurer Report

1) Misc. update

Treasurer Hill provided the following updates:

2020 Levy:

- 2nd half 2020 levy payment received from Scott County

2020 Road Projects Special Assessment Prepayments:

- 65% of Grey Fox residents prepaid the special assessment
- 77% of MHSP residents prepaid the special assessment

Gallagher Invoice:

- Gallagher did not send an invoice for the retainage; Supervisor Schommer indicated he will contact Gallagher

2020 Audit

- 2020 Preliminary Audit will be December 15, 2020.

Credit Card Payments

- Township is ready to receive credit card payments; link will need to be added to the township's website

10. Clerk's Report

1) Board Meeting Schedule 2021

Chairman Kostik requests second meeting of each month be labeled Planning Commission Meeting, followed by a 2nd board meeting if necessary.

Township board and staff discussed the 2021 Board Meeting dates. Following discussion, January 2021 board meeting will be changed to Wednesday January 6th (from Monday January 4th). July 2021 board meeting will be changed to Tuesday July 6th (from Monday July 5th).

**Motion to approve 2021 Board Meeting Schedule with changes noted: Supervisor Howe
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) Resolution Setting Polling Location for 2021

**Motion to Approve Resolution 2020-26 Setting Polling Location for 2021: 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

11. Town Hall

1) No updates reported.

12. Review and Pay Bills

1) Transfer

Treasurer Hill requests a transfer of \$27,000 from savings to checking for the payment of claims.

**Motion to approve the transfer of \$27,000 from savings to checking: Supervisor Schommer
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 #	Name	Date	Amount	Comments
Paid Chk# 010807	Novak, Alan J	12/8/2020	\$764.71	Service in Nov paid in Dec
Paid Chk# 010808	BLUE NET INC	12/7/2020	\$65.00	365 Business Subscription
Paid Chk# 010809	BRYAN ROCK PRODUCTS INC	12/7/2020	\$325.31	Winter Road Maintenance
Paid Chk# 010810	CASTLE ROCK MATERIALS	12/7/2020	\$149.50	Class 5 Limestone
Paid Chk# 010811	CINTAS	12/7/2020	\$232.98	Township Rugs 12/01/2020
Paid Chk# 010812	COLLABORATIVE PLANNING LLC	12/7/2020	\$6,378.75	Comprehensive Planning
Paid Chk# 010813	COURI & RUPPE, P.L.L.P.	12/7/2020	\$11,791.50	Grey Fox Estates Foad CIP 2020
Paid Chk# 010814	ECM PUBLISHERS INC	12/7/2020	\$238.00	11/9 board meeting
Paid Chk# 010815	EHLERS & ASSOCIATES, INC.	12/7/2020	\$16,250.00	2020 Incorporation Study
Paid Chk# 010816	GALLAGHERS	12/7/2020	\$0.00	Voided, zero check printed
Paid Chk# 010817	GOPHER STATE ONE CALL	12/7/2020	\$14.85	September Tickets
Paid Chk# 010818	HAKANSON ANDERSON ASSOC INC	12/7/2020	\$44,981.51	Escrow return
Paid Chk# 010819	MATIT	12/7/2020	\$1,598.00	Workers Compensation
Paid Chk# 010820	MCNAMARA CONTRACTING INC	12/7/2020	\$60,202.34	Final Pay app Grey Fox Improve
Paid Chk# 010821	METRO SALES , INC.	12/7/2020	\$177.00	Contract rate charge for 05/7
Paid Chk# 010822	MIKES SEPTIC SERVICE	12/7/2020	\$0.00	Voided, zero check printed
Paid Chk# 010823	MSC	12/7/2020	\$11,183.30	2020 second mound mowing
Paid Chk# 010824	NATURAL SYSTEMS UTILITIES MN	12/7/2020	\$19,091.27	MHSP Oct 2020 O&M
Paid Chk# 010825	ROVE PEST CONTROL	12/7/2020	\$75.00	Quarterly Pest Control
Paid Chk# 010826	SARAH LEVOIR	12/7/2020	\$1,690.00	Clerk Coverage Tuesday
Paid Chk# 010827	SCOTT SOIL & WATER CONSV DIST	12/7/2020	\$2,525.00	Permit Inspections July 20- Se
Paid Chk# 010828	U.S. BANK EQUIPMENT FINANCE	12/7/2020	\$112.60	Acct#1388554; Lease Payment Co
Paid Chk# 010829	WHITE TRASH INC	12/7/2020	\$180.00	Creekwood Rd and Texas Ave
Paid Chk# 010830	RONGITSCH CONSTRUCTION, INC.	12/7/2020	\$2,348.00	NPDES Escrow Return New Home 9
Paid Chk# 1000025E	EFTPS	12/6/2020	\$3,077.69	FICA 6.2 - Employee Amt
Paid Chk# 1000026E	MINNESOTA REVENUE MW5	12/6/2020	\$491.82	State WH
Paid Chk# 1000027E	PERA	12/6/2020	\$1,187.73	PERA - Employee Amt
Paid Chk# 1000028E	VISA COMMUNITY CARD	12/7/2020	\$881.59	iContact - November 2020, stamps
Paid Chk# 500160E	Monthly Pay ACH	12/8/2020	\$10,005.88	Service in Nov paid in Dec
			\$196,019.33	

13. Adjourn

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

**Motion to adjourn the December 7, 2020 Credit River Township Board Meeting: 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

The December 7, 2020 Credit River Township Board Meeting was adjourned at 7:07 pm.

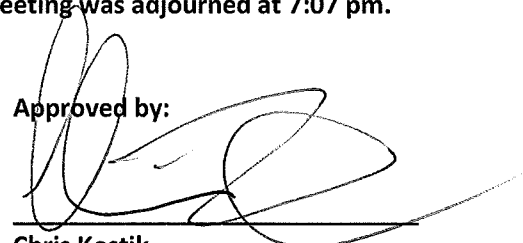
Recorded by:



Sarah LeVoir

Deputy Treasurer-Credit River Township

Approved by:



Chris Kostik

Chairman- Credit River Township