

Credit River Township Board Meeting

Monday, March 1, 2021 6:00pm

Meeting Minutes

6:00PM: Chairman Kostik called the March 1, 2021 Board Meeting to Order, Pledge of Allegiance

Clerk Donovan Roll Call:

Chairman Kostik-Aye

Vice Chairman Novak-Aye

Supervisor Schommer-Aye

Supervisor Lawrence-Aye via remote

Supervisor Howe-Aye via remote

Others in attendance:

Attorney Ruppe, Treasurer Hill, Clerk Donovan

- 14 attending online
- 4 in attendance at townhall

1. Approve or Amend Agenda

Motion to approve the Agenda as stated: 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

2. Sheriff Report

Deputy Muelken gave an overview of the calls for Credit River. February saw a large reduction from January calls.

Road weight restriction were discussed. Chairman Kostik will provide Deputy Muelken with the road weight restrictions.

3. **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) **January 19, 2021 Planning Commission and Board Meeting Minutes**
- 2) **February 1, 2021 Board Meeting Minutes**
- 3) **Van Gyzen Lot Line Adjustment Permit**
- 4) **Gray Lot Line Adjustment Permit**
- 5) **Resolution No. _2021-04_: Declaring the Official Intent of Credit River Township to have Minnesota Statutes Section 272.162 Relating to Restrictions on Transfers of Specific Parcels of Property Enforced by Scott County**

**Motion to approve the Consent Agenda: Supervisor Schommer
Second: Vice Chairman Novak**

Roll Call

**Chairman Kostik-Aye
Vice Chairman Novak-Aye
Supervisor Schommer-Aye
Supervisor Lawrence-Aye
Supervisor Howe-Aye**

Motion Passed: 5-0

4. **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.

At Town Hall

- **Scott Cty Commissioner Tom Wolf- Cty 27 construction to start in August. Covid vaccination program going well in Scott County. Due to construction, Scott County meetings will be online starting in April.**
- **John Riesigner: 7586 Credit River Blvd. Looking for information on a possible pole shed extension since the maximum size of accessory buildings were increased. Chairman Kostik recommended looking at the website for the link to apply for building permits. If a variance is needed the planner will contact.**
- **Steve Wolf- 19070 Towering Oaks Trail- Requested information on the election. Advised to refer to the website for additional election information.**

Hearing no further Open Forum items, the Open Forum was closed

5. **2020 Audit Report (DH)**

Treasurer Hill introduced Tyler See from Abdo Eick & Meyers, who presented the 2020 Audit Report for the township.

Opinion was given by Tyler See: Clean, no audit findings- Consistent with prior year. One recommendation was given to diversify cash other than checking and savings accounts.

6. Old Business

1) Netwave Broadband update (PH)

Supervisor Howe advised Netwave website redesign caused lost registrations. Anyone who registered previously is encouraged to reregister. Supervisor Howe requested to have Perry Mulcrone from Scott County check into registration issues.

Supervisor Lawrence has called and received no date or update regarding his registration. He recommended to request to have someone from Netwave present at an upcoming meeting for an update. Supervisor Lawrence will contact Perry Mulcrone to see if he can bring in a representative. Commissioner Wolf will contact Perry Mulcrone for an update at the next meeting.

2) Credit River Logo (CK)

Chairman Kostik contacted a local independent designer for designing a Credit River Logo. The estimate was at \$125/hr. or approximately \$5,000.

Chairman Kostik will get additional contract information to be discussed at an upcoming Board meeting.

3) Citizenserve – add 2 more users (CN)

Planner Nash requested to add two additional users for the permit software, Citizenserve, to allow for improved permit process flow (Scott Cty Septic and Scott SWCD). Annual cost would increase from \$12,000 to \$14,700.

Motion to approve amendment to the Citizenserve contract to add two additional users.

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

7. New Business

1) Enviro Tech Dust Coating Quote (BL)

Supervisor Lawrence received quote from EnviroTech for 2021 Dust Coating. There was a .02 increase per gallon to \$1.22/gallon for 2021. Recommendation to approve quote to get on the early dust coating schedule.

**Motion to approve the Enviro Tech quote of \$1.22 per gallon for dusting coating in 2021:
Supervisor Schommer
Second: Vice Chairman Novak**

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

Motion Passed: 5-0

8. Road Report

Supervisor Schommer advised a quote needed from Klingberg Trucking for gravel hauling.

9. Treasurer Report

1) 2021 Territory CSTS Budget (DH)

Treasurer Hill presented the Territory 2021 CSTS budgeted expenditures and revenue. A rate change is not recommended and will remain at \$78/month.

**Motion to approve the Territory 2021 CSTS Budget Expenditures and Revenue Budget and recommend no rate change for 2021: Supervisor Lawrence
Second: Vice Chairman Novak**

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

Motion Passed: 4-1

2) 2021 MHSP CSTS Budget (DH)

Treasurer Hill presented the Monterey Heights/South Passage CSTS 2021 Budget Expenditures and Revenue. Recommend bonding the expense for the proposed sand filter project which has a five-year budgeted payback.

**Motion to approve the Monterey Heights/South Passage CSTS 2021 Budget Expenditures and Revenue: Supervisor Schommer
Second: Vice Chairman Novak**

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

Motion Passed: 5-0

3) 2021 Stonebridge CSTS Budget (DH)

Treasurer Hill presented the Stonebridge 2021 CSTS Budget Expenditures and Revenue. The current rate of \$95/month will not support cash balance. Recommend a rate increase to \$130 in April. Treasurer Hill advised a Rate Hearing will need to be held.

**Motion to approve the Stonebridge 2021 CSTS Budget Expenditures and Revenue and call for a March 15, 2021 Rate Hearing for proposed rate increase to \$130/month starting in April 2021: Supervisor Schommer
Second: Vice Chairman Novak**

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

Motion Passed: 5-0

10. Clerk's Report

11. Town Hall

12. Review and Pay Bills

1) Transfer

**Treasurer Hill requested a transfer of \$20,000 from Savings to Checking for the payment of claims : Supervisor Schommer
Second: Vice Chairman Novak**

**Roll Call
Chairman Kostik-Aye
Vice Chairman Novak-Aye
Supervisor Schommer-Aye**

Supervisor Lawrence-Aye
Supervisor Howe-Aye

Motion Passed: 5-0

Motion to approve the claims as listed on the March 1, 2021 Claims Summary. 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

Check Summary March 1, 2021

Check number	Vendor	Date	Amount	Comments
Paid Chk# 010890	Novak, Alan J	3/2/2021	\$764.71	February Service paid in March
Paid Chk# 010891	BLUE NET INC	3/1/2021	\$70.00	365 Business Subscription
Paid Chk# 010892	BRYAN ROCK PRODUCTS INC	3/1/2021	\$719.79	Winter Road Maintenance Judicial
Paid Chk# 010893	CHORES AND MORE BY HEIDI INC	3/1/2021	\$85.00	Town Hall Cleaning 1/26/2021
Paid Chk# 010894	CITY OF LAKEVILLE	3/1/2021	\$1,201.75	Snow plowing
Paid Chk# 010895	COLLABORATIVE PLANNING LLC	3/1/2021	\$11,469.75	Planner
Paid Chk# 010896	COURI & RUPPE, P.L.L.P.	3/1/2021	\$10,455.00	Legal Fees
Paid Chk# 010897	ECM PUBLISHERS INC	3/1/2021	\$221.00	Publishing
Paid Chk# 010898	GOPHER STATE ONE CALL	3/1/2021	\$6.75	Locate Tickets
Paid Chk# 010899	HAKANSON ANDERSON ASSOC INC	3/1/2021	\$21,072.38	Engineering
Paid Chk# 010900	MARKS BOBCAT SERVICE, INC.	3/1/2021	\$4,348.00	Cressview Outlet Clean and Snow removal
Paid Chk# 010901	NATURAL SYSTEMS UTILITIES MN	3/1/2021	\$15,564.43	CSTS Operator
Paid Chk# 010902	NORTHWEST ASPHALT, INC	3/1/2021	\$27,439.66	Final Pay APP Creekwood Improvement
Paid Chk# 010903	SARAH LEVOIR	3/1/2021	\$1,478.75	Audit, CSTS, Permit
Paid Chk# 010904	SCOTT COUNTY ACCOUNTING DEPART	3/1/2021	\$315.00	Tax Assessments Processing
Paid Chk# 010905	STATE OF MINNESOTA OFFICE	3/1/2021	\$6,364.00	Administrative Judge Fees
Paid Chk# 010906	SW NEWSMEDIA	3/1/2021	\$533.15	Publishing
Paid Chk# 010907	U.S. BANK EQUIPMENT FINANCE	3/1/2021	\$92.12	Acct#1388554; Lease Payment Co
Paid Chk# 010908	WH SECURITY	3/1/2021	\$544.54	Security System Set up and monthly Service
Paid Chk# 010909	Voided	3/1/2021	\$0.00	Check Damaged
Paid Chk# 1000052E	EFTPS	2/28/2021	\$2,533.73	FICA 6.2 - Employee Amt
Paid Chk# 1000053E	MINNESOTA REVENUE MW5	2/28/2021	\$397.94	State WH
Paid Chk# 1000054E	PERA	2/28/2021	\$1,077.23	PERA - Employee Amt

Paid Chk# 1000055E	VISA COMMUNITY CARD	3/1/2021	\$83.22	iContact - Feb
Paid Chk# 500181E	Monthly Pay ACH	3/2/2021	\$8,295.56	February Service paid in March
			<u>\$115,133.46</u>	

13. Adjourn

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

Motion to adjourn the March 1, 2021, Credit River Township Meeting: Supervisor Howe Second: Vice Chairman Novak

Roll Call

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

Motion passed: 5-0

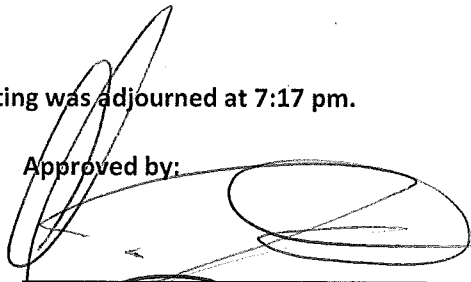
The March 1, 2021 Credit River Township Board Meeting was adjourned at 7:17 pm.

Recorded by:

Karen Donovan

 Karen Donovan
 Clerk-Credit River Township

Approved by:



 Chris Kostik
 Chairman- Credit River Township