

**City of Credit River
Council Meeting Minutes
Credit River City Hall**

Monday, November 15, 2021, 6:00pm

Council Members Present:

Mayor Kostik

Council Members: Novak, Stevens, Schommer

Member Absent: Lawrence

Others Present: Attorney Ruppe, Engineer Nelson, Planner Nash, Treasurer Hill, Clerk Donovan

Broadcast via Credit River YouTube Channel

Mayor Kostik called the November 15, 2021, Credit River City Council Meeting to Order at 6:00pm, Pledge of Allegiance

1. Approve or Amend Agenda

Mayor Kostik asked for Amendments to the Agenda.

Council Member Schommer – Add “Discuss Road Grader” as Item 10 under General Business.

Hearing no other Amendments, Mayor Kostik asked for a motion to approve the Agenda as amended.

Motion to approve the November 15, 2021, Agenda as amended: Council Member Novak

Second: Council Member Schommer

Motion Passed: 4-0

- 2. Consent Agenda** Those items on the Council Agenda which are considered routine or non-controversial are included as part of the Consent Agenda. Unless a Councilmember 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 at the end of General Business.

1) Revised SJP Agreement

2) Clerk Election hours

Hearing no item to be removed from Consent Agenda, Mayor Kostik asked for a motion to Approve the Consent Agenda.

Motion to approve the Consent Agenda as stated: Council Member Schommer

Second: Council Member Novak

- 3. Open Forum** The public forum is intended to afford the public an opportunity to address concerns to the Council. 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 Council may discuss but will not take formal action on public forum presentations.

Mayor Kostik opened the Open Forum.
Hearing none, the Open Forum was closed.

4. Public Hearings

5. General Business

- 1) Resident at 21872 Carrbridge CT requesting removal of late fees from CSTS fees. Resident will be in attendance to speak with the Council. (dh)**

Treasurer Hill introduced Wendy Omland, to discuss a CSTS late fee issue. Wendy Omland explained her situation and believed the information being sent on the post card monthly billing was a notification for HOA utility and not a bill. A notice of delinquency and certification to property taxes was received. At this time the outstanding bill was paid off in full. Wendy Omland is requesting a removal of the late fees.

Treasurer Hill explained the CSTS utility billing process and the late fee accumulation process. Late fees are \$10 for first month, \$20 for second month and cumulative. Phone #'s and emails are not recorded. Outstanding utilities and late fees are not certified to the property taxes until the end of the year.

Council Members discussed the CSTS issue. Mayor Kostik recommended a more in-depth discussion with CSTS Finance. Treasurer Hill will be in contact with Wendy Omland.

Wendy Omland expressed her appreciation to the City Council for listening to her case.

- 2) Resolution(s) 2021-49,2021-50,2021-51 CSTS late fees to be certified to Property Taxes (dh)**

Treasurer Hill requested the approval of Resolutions 2021-49, 2021-50, 2021-51 to Certify Delinquent Service Fees and Interest to property taxes for MHSP, Territory and Stonebridge CSTS.

2021-49 – Monterey Heights/ South Passage
2021-50- Territory
2021-51- Stonebridge

**Motion to approve Resolutions to Certify Delinquent Service Fees and Interest to Property Taxes (2021-49 MHSP, 2021-50 Territory, 2021-51 Stonebridge): Council Member Schommer
Second: Council Member Novak
Motion Passed: 4-0**

- 3) County Road 27 Contribution (CK)**

Item Listed twice on Agenda – See Item 4

- 4) Scott County CSAH 27 Funding Request (SN, DH, CK)**

Mayor Kostik discussed a letter received from Scott County requesting \$4 million for CSAH 27 funding for the portion of road in Credit River as part of the county cost sharing policy. The CSAH 27 project was supposed to have been done in 2018 when Credit River was still a township.

Mayor Kostik drafted a letter which proposed a \$400,000 contribution. Scott County calculated \$ 672,655.46 over 10 years starting in 2024.

**Motion to contribute \$672,655.46 over 10 years starting in 2024 for the CSAH 27 project:
Council Member Schommer
Second: Council Member Novak
Motion Passed: 4-0**

Mayor Kostik will contact Lezlie Vermillion at Scott County.

5) CSAH 21 & Natchez Traffic Signal JPA (BR)

Scott County asked Credit River to contribute to the ongoing maintenance for the Traffic light located at CSAH 21 & Natchez of the Emergency Vehicle Preemption (EVP) light, which would be \$75/month for electricity and annual maintenance of approximately \$750.

Attorney Ruppe discussed the contract proposed by Scott County. The contract could be terminated by Scott County and Credit River could not terminate. Compromise sent to County to have a term of Dec 31, 2026, and additional language. Proposal response has not been received back from Scott County.

Engineer Nelson will send back requesting that the language be removed on any termination.

6) Resolution 2021-52 Approving Feasibility Report and Calling for Public Improvement Hearing for 2022 Overlay Project (SN)

Engineer Nelson reviewed the 2022 Overlay Project Feasibility Report which includes Grey Fox : Broadview, Bernard and 16 indirect (1/4) and the Natchez area (Natchez Avenue, 175th Street, Princeton Lane, Maureen Circle, & Jesse Lane).

The cost for the 2022 Overlay Project is proposed to be partially assessed to the benefitting properties. For this project, the recommended assessment method is to assess the benefitting properties on a per unit basis. 61 units that receive direct access and will receive benefit from the proposed improvements. There are 16 properties that receive indirect access and are proposed to be assessed ¼ unit. It is proposed that the City will pay 100% of the patching costs. It is proposed that \$175,000 of the project costs will be paid from Municipal State Aid funds for Natchez Avenue and 175th Street. The remaining cost, estimated to be \$364,000, is proposed to be divided equally with 50% paid by the City and 50% assessed to the benefitting properties. The total estimated cost to be assessed to the benefitting properties is \$182,000. Fifty percent assessment of the estimated project cost to the benefitting properties of this project on a per unit basis would yield an assessment of approximately \$2,800 per unit and \$700 per ¼ unit.

Motion to approve Resolution 2021-52 Approving the 2022 Overlay Feasibility Report and setting a Public Improvement Hearing for January 10, 2022, at 6:00pm: Council Member Novak

Second: Council Member Stevens

Motion Passed: 4-0

7) Resolution 2021-53 Approving Feasibility Report and Calling for Public Improvement Hearing for Longview Lane (SN)

Engineer Nelson discussed the Longview Feasibility report. The project consists of reclaiming the existing bituminous material, compacting, and repaving of Longview Lane. The current road does not meet the current City standards for width; however, it is sufficient for the anticipated traffic.

The cost for the Longview Lane project is proposed to be partially assessed to the benefitting properties. For this project, the recommended assessment method is to assess the benefitting properties on a per unit basis. There are 6 property units that will receive benefit from the proposed improvements. It is proposed that the City will pay 40% of the project costs, and 60% of the project costs will be assessed to the benefitting properties. The total estimated cost to be assessed to the benefitting properties is \$144,000. Sixty percent assessment of the estimated project cost to the benefitting properties of this project on a per unit basis would yield an assessment of approximately \$24,000 per unit.

It was discussed that properties 1 & 6, were both assessed on the 210th project. Council Member Schommer believes property # 6 does not touch Longview, which will increase the assessment to approximately \$29,000.

Council recommended holding a neighborhood information meeting on the project to discuss option of paving or returning to gravel.

Motion to accept the feasibility study Resolution 2021-53 for Longview Lane. Council Member Schommer

Second: Council Member Stevens

Motion Passed: 4-0

An Informational Meeting will be held at 7:00pm on January 10, 2022.

8) Comments for Buffalo Ridge 3rd Addition in Spring Lake Township (SN)

Engineer Nelson discussed the Buffalo Ridge 3rd Addition in Spring Lake Township. Commented that letter to be sent from Credit River which supports the development. With Buffalo Ridge 3rd Addition, Spring Lake Township will have more properties (51) than Credit River (37) accessing Flag Tr. Engineer Nelson drafted a letter to Spring Lake Township to enter into a Joint Powers Agreement with the City of Credit River in which each entity is responsible for paying a proportionate share of the maintenance and future reconstruction costs at such time that the southern access onto CSAH 8 is closed.

Council approved the letter- Engineer Nelson will send to Spring Lake Township

9) Liquor License Ordinance and Fee Discussion (CN, BR, KD)

Attorney Ruppe explained a Liquor License Ordinance is required. Draft of the Ordinance is available for review. Notice requirement for December 6, 2021 Council meeting.

Garbage Collection Ordinance is also required. Ordinance to be noticed and will be on Dec 6 Meeting.

10) Discuss Road Grader (LS)

Council Member Schommer advised Gallagher's road grader is no longer available for grading gravel roads.

Council Member Schommer proposed to purchase a used grader and contract with Gallagher's to use their contractor who currently grades the gravel roads.

Council Member Stevens- Recommended a fleet type worksheet for cost analysis for transparency.

Council Member Schommer recommended rental of the equipment as road grading is needed before winter.

**Motion to authorize Council Member Schommer to arrange rental of road grader with Ziegler Cat: Council Member Stevens
Second: Council Member Novak
Motion Passed: 4-0**

6. Councilmember Liaison Updates/Councilmember Reports

- Council Member Schommer- Roll Test completed in The Ranch of Credit River.

7. Approval of Claims Listing

Treasurer Hill advised there are claims of \$35,729.59 for approval.

**Motion to approve claims as listed in the Check Summary Report: Council Member Schommer
Second: Council Member Novak
Motion Passed: 4-0**

Check Summary November 15, 2021

Check	Vendor	Date	Amount	Comments
11135	CITIZEN SERVE	15-Nov-21	\$14,700.00	Annual billing for 7 Citizenserve user subscriptions service period
11136	COLLABORATIVE PLANNING LLC	15-Nov-21	\$7,371.00	Planning & Zoning
11137	COLLINS TREE CARE, INC	15-Nov-21	\$800.00	Sunset Lake Rd & 167th. Remove Broken Oak Tree
11138	CROP FACTOR	15-Nov-21	\$2,937.00	City of Credit River Logo Development and rendering
11139	GOPHER STATE ONE CALL	15-Nov-21	\$106.65	Billable Tickets
11140	METRO SALES , INC.	15-Nov-21	\$216.33	Contract base charge 11/7/21 to 5/6/22 billing period

11141	METRO WEST	15-Nov-21	\$2,897.71	Finalized Permits October 2021
11142	MIKES SEPTIC SERVICE	15-Nov-21	\$375.00	Pumping Septic System
11143	OAKWOOD CUSTOMER BUILDERS	15-Nov-21	\$956.00	NPDES ESCROW Return 16655 Pebble Brook Court screen porc
11144	SCOTT SOIL & WATER CONSV DIST	15-Nov-21	\$3,998.00	Inspections June 1 thru Sept 30, 2021
11145	THOMAS SCHULTZ CONSTRUCTION	15-Nov-21	\$995.75	Permit B21100340 Value Adjustment refund 8431 Normandale Cir
11146	U.S. BANK EQUIPMENT FINANCE	15-Nov-21	\$112.60	Acct#1388554; Lease Payment Copier
11147	WH SECURITY	15-Nov-21	\$38.55	Security Monitoring
11148	WHITE TRASH INC	15-Nov-21	\$225.00	Remove debris Murphy Blvd - Leroy Schommer
500240e	Monthly Pay ACH	02-Nov-21		
			\$35,729.59	

8. Adjourn

There being no further business before the City Council, a motion to adjourn was heard.

**Motion to Adjourn the November 15, 2021, City Council Meeting: Council Member Novak
Second: Council Member Schommer
Motion Passed: 4-0**

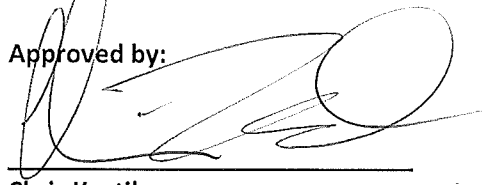
The November 15, 2021, City Council Meeting was adjourned at 7:34 pm.

Recorded by:



Karen Donovan
City Clerk-Credit River

Approved by:



Chris Kostik
Mayor- Credit River

FOLLOWING THE MEETING THE Council WILL MEET IN A WORKSHOP SETTING TO RECEIVE AN UPDATE ON THE FOLLOWING TOPICS:

- 1) **2022 Budget**
 - a. Review draft Levy and expense budget
 - b. Additional expenses
 - c. Capital spending with latest feasibility added
 - d. MSA Funds proposal for 2022 Road Project
 - e. ARPA funds general spend discussion