

Credit River Planning Commission and Township Board Meeting

Tuesday, January 19, 2021 6:00pm

Minutes

6:00PM: Call January 19, 2021 Planning Commission Meeting to Order, Roll Call

Chairman Kostik opened the January 19, 2021 Planning Commission Meeting with a roll call:

Credit River Township Attendance:

At Town Hall:

Chairman Kostik

Supervisor Schommer

Supervisor Howe

Board Members Present via GoToMeeting application:

Supervisor Lawrence

Board Members Absent:

Vice Chairman Novak

Others Present via GoToMeeting Application: Attorney Ruppe, Engineer Nelson

Other Present at Town Hall: Treasurer Hill, Clerk Donovan

1. Approve or Amend Agenda

Chairman Kostik asked for any amendments to the Agenda. Hearing none, a motion for approval of the agenda was requested.

Motion to approve Agenda as stated: Supervisor Lawrence

Second: Supervisor Schommer

Roll Call

Chairman Kostik – Aye

Supervisor Lawrence – Aye

Supervisor Schommer – Aye

Supervisor Howe – Aye

Motion Passed: 4-0

- 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) December 21, 2020 Planning Commission Meeting Minutes

**Motion to approve Consent Agenda: Supervisor Lawrence
Second: Supervisor Howe**

Roll Call

**Chairman Kostik – Aye
Supervisor Lawrence – Aye
Supervisor Schommer – Aye
Supervisor Howe – Aye**

Motion Passed: 4-0

3. Public Hearings

- 1) Floodplain Ordinance (CN) – Open public hearing and take comments, close public hearing, make recommendation to Town Board.**

Planner Nash summarized the Floodplain Ordinance.

Chairman Kostik opened the public hearing regarding the Floodplain Ordinance to hear comments.

Hearing none a motion to close the public hearing was requested by Chairman Kostik.

**Motion to close the Public Hearing on the Floodplain Ordinance: Supervisor Lawrence
Second: Supervisor Howe**

Roll Call

**Chairman Kostik – Aye
Supervisor Lawrence – Aye
Supervisor Schommer – Aye
Supervisor Howe – Aye**

Motion Passed: 4-0

**Motion to recommend approval of Floodplain Ordinance at the next Board Meeting on
February 1, 2021: Supervisor Lawrence
Second: Supervisor Schommer**

Roll Call

**Chairman Kostik – Aye
Supervisor Lawrence – Aye
Supervisor Schommer – Aye**

Supervisor Howe – Aye

Motion Passed: 4-0

4. Adjourn Planning Commission meeting

**Motion to Adjourn Planning Commission Meeting: Supervisor Schommer
Second: Supervisor Howe**

Roll Call

**Chairman Kostik – Aye
Supervisor Lawrence – Aye
Supervisor Schommer – Aye
Supervisor Howe – Aye**

Motion Passed: 4-0

Planning Commission Meeting was Adjourned at 6:07pm.

**Following adjournment of Planning Commission meeting – Call January 19, 2021 Town Board Meeting
to Order, Pledge of Allegiance**

1. Approve or Amend Agenda

**Motion to approve Agenda as stated: Supervisor Lawrence
Second: Supervisor Howe**

Roll Call

**Chairman Kostik – Aye
Supervisor Lawrence – Aye
Supervisor Schommer – Aye
Supervisor Howe – Aye**

Motion Passed: 4-0

- 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.

No items on the Consent agenda

- 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.

Dave Burnelow: The following topics were addressed by the resident. Time did not allow for discussion of items.

- Why were removal of brush & trees on Monterey and Lynn Dr. not done. Board advised some were some removed but not all were in ROW.
- Why are ditches not cleaned out-ditches causing desecration of road due to drainage issues.
- Crack filling not being done.
- Sheriff Support – why was Sheriff hired if not needed. – Was a cost benefit analysis not done.
- Availability of the minutes on the website. Board advised Minutes are approved at a Board meeting and posted on the website after signed.
- CIP- only addresses the roads.
- Election Process for the City Council. Board advised the election will be held May 11, 2021. Information regarding filing for candidates will be published & posted.

4. Old Business

No Old Business items.

5. New Business

- 1) National Flood Insurance Protection Program (CN) – Consider participation in the NFIP.**

Planner Nash advised the Ordinance for the Flood Plain will be voted on at the first board meeting in February due to update by DNR.

**Motion to approve Resolution 2021-01 to apply to participate in the National Flood Insurance Program: Supervisor Lawrence
Second: Supervisor Howe**

Roll Call

**Chairman Kostik – Aye
Supervisor Lawrence – Aye
Supervisor Schommer – Aye
Supervisor Howe – Aye**

Motion Passed: 4-0

- 2) Developer Escrow Procedures (CN) – Consider changes to procedures related to developer escrows.**

Planner Nash discussed a new Escrow Agreement procedural changes for handling escrows with developers. New procedure will include Invoices to be sent directly to developers for payment. New procedures have been reviewed by Treasurer Hill.

Motion to approve the new developer escrow procedures to start effective going forward.

Supervisor Schommer

Second: Supervisor Howe

Roll Call

Chairman Kostik – Aye

Supervisor Lawrence – Aye

Supervisor Schommer – Aye

Supervisor Howe – Aye

Motion Passed: 4-0

- 3) Building Inspection Agreement with Scott County – revision (CN)** Consider changes to agreement with Scott County regarding transition.

Changes were made to the Building Inspection Agreement after approval of agreement at the January board meeting. The state will not allow Scott County to continue working on permits in process after January 15, 2021.

Reimbursement for plan review to Scott County from Credit River.

Motion to approve the revision to the Building Inspection Agreement: Supervisor Howe

Second: Supervisor Lawrence

Roll Call

Chairman Kostik – Aye

Supervisor Lawrence – Aye

Supervisor Schommer – Aye

Supervisor Howe – Aye

Motion Passed: 4-0

- 4) Resolution 2020-02 Infrastructure Development Fees (CK)** -- Consider adopting a resolution of support related to authorizing infrastructure development fees.

Motion to approve Resolution 2021-02 supporting legislation authorizing infrastructure development fees: Supervisor Lawrence

Second: Supervisor Schommer

Roll Call

Chairman Kostik – Aye

**Supervisor Lawrence – Aye
Supervisor Schommer – Aye
Supervisor Howe – Aye**

Motion Passed: 4-0

6. Road Report

7. Engineer's Report

8. Treasurer Report

1) Audit Engagement approve \$1,000 increase for CARES (dsh)

There was an increase of \$1,000 to the auditor's invoice for review of CARES funds to verify the township was in compliance.

**Motion to approve the \$1,000 increase for the Abdo invoice: Supervisor Lawrence
Second: Supervisor Howe
Motion Passed: 4-0**

9. Clerk's Report

10. Town Hall

1)

11. Review and Pay Bills

- 1) Fire Contract 1st half, Salt**
- 2) Transfer**

**Motion to approve the transfer of \$225,000 from savings to checking for the payment of claims: Supervisor Schommer
Second: Supervisor Lawrence**

Roll Call

**Chairman Kostik – Aye
Supervisor Lawrence – Aye
Supervisor Schommer – Aye
Supervisor Howe – Aye**

Motion Passed: 4-0

**Motion to approve January payments as found on the Check Summary January 19, 2021:
Supervisor Lawrence
Second: Supervisor Schommer**

Roll Call

Chairman Kostik – Aye
Supervisor Lawrence – Aye
Supervisor Schommer – Aye
Supervisor Howe – Aye

Motion Passed: 4-0

Check number	Vendor	Date	Amount	Comments
aid Chk# 1000037E	NUVERA COMMUNICATIONS INC	11/30/2020	\$951.37	Acct #170421-Stonebridge Phone
aid Chk# 1000038E	XCEL ENERGY	11/16/2020	\$12.50	Acct#51-6509820-6 St. Francis
aid Chk# 1000039E	MVEC	11/23/2020	\$826.69	Acct#777628301-MHSP Elec
aid Chk# 1000040E	CENTERPOINT ENERGY	11/27/2020	\$98.23	Town Hall Gas
aid Chk# 1000041E	ANCHOR BANK	11/30/2020	\$119.00	MHSP Nov2020 Bank Fee
aid Chk# 1000042E	ANCHOR BANK	12/30/2020	\$55.00	MHSP Dec 2020 Bank Fee
aid Chk# 1000043E	ANCHOR BANK	12/2/2020	\$5.00	Merchant account test
aid Chk# 1000044E	ANCHOR BANK	11/30/2020	\$4.60	Merchant account fee Nov 2020
aid Chk# 1000045E	NUVERA COMMUNICATIONS INC	12/21/2020	\$643.85	Acct #170421-Stonebridge Phone
aid Chk# 1000046E	MVEC	12/31/2020	\$929.41	Acct#777628301-MHSP Elec
			<u>\$3,645.65</u>	
10866	City of Prior Lake	1/19/2021	\$130,958.00	Fire contract 1st half
10867	Scott County Treasurer	1/19/2021	\$92,727.22	Police Contract first half 2021 and Salt 2nd half 2020
			<u>\$223,685.22</u>	

12. Adjourn

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

**Motion to adjourn the January 19, 2021, Credit River Township Meeting: Supervisor Howe
Second: Supervisor Lawrence**

Roll Call
Chairman Kostik-Aye
Supervisor Lawrence-Aye
Supervisor Schommer-Aye
Supervisor Howe- Aye
Motion Passed: 4-0

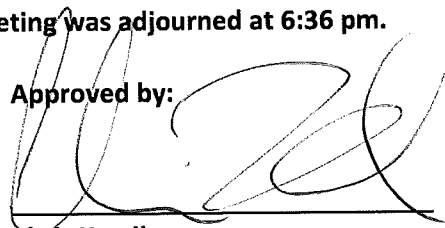
The January 19, 2021 Credit River Township Board Meeting was adjourned at 6:36 pm.

Recorded by:



Karen Donovan
Clerk-Credit River Township

Approved by:



Chris Kostik
Chairman- Credit River Township