

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

Wednesday September 7, 2022, at 6:00pm

Members Present: Mayor Kostik, Council Members: Lawrence, Schommer, Novak
Members Absent: Council Member Stevens
Others Present: Engineer Nelson, Treasurer Hill, Clerk Donovan

Broadcast via Credit River YouTube Channel

Mayor Kostik called the September 7, 2022, Credit River City Council Meeting to Order at 6:00pm, Pledge of Allegiance

1. Approve or Amend Agenda

Council Member Novak: Add "Clerk Position" to General Business, Item 1

Approved with amended items: Council Member Lawrence
Second: Council Member Novak
Motion Passed: 4-0

2. Sheriff Report

Deputy Strack – nothing to report.

3. 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) Approve Funding Sources 2022 Overlay Project**
- 2) Approve Proposal from SD Consulting for Stonebridge**
- 3) Council Meeting Minutes: May 2, May 16, June 6, June 20, July 6, July 21, August 1, 2022**
- 4) Working Session Minutes: August 1, 2022, and August 22, 2022**

Motion to approve the Consent Agenda: Council Member Lawrence
Second: Council Member Novak
Motion passed: 4-0

4. 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.

- Peter Theberath, 7400 165th St E.: Representing a group of concerned residents. A letter was recently received from Credit River regarding a new development concept plan by Summergate. Several area residents are concerned with potential increase in traffic, threat to wildlife and their habitat and the possibility of annexation with the new development. Mayor Kostik explained because Credit River is now a city, this area cannot be annexed. City Administrator McNeill advised that a Planning Commission meeting will be held on September 15 at 6:00pm. This is an update for a concept plan and is at a very preliminary phase.

5. Public Hearings

None scheduled

6. General Business

- 1) **Clerk Position** - Council Member Novak asked about the clerk position and what the plan was for the future. Mayor Kostik and City Administrator stated options are being considered and the policy can be revised.

7. Councilmember Liaison Updates/Councilmember Reports

Council Member Lawrence and Mayor Kostik had a meeting with Savage, discussion included the Concept Plan regarding Summergate.

8. Approval of Claims Listing

Motion to approve the claims of \$162,860.83 as listed in the Check Summary for September 2022.

Council Member Schommer

Second: Council Member Novak

Motion Passed : 4-0

Check #	Vendor/Payee	Date	Amount	Comments
11442	Collaborative Planning	30-Aug-22	\$0.00	Reissued check - replaced 11406
11443	Arndt, Robin	08-Sep-22	\$109.13	Election Judge
11444	Burek, Charlene	08-Sep-22	\$158.75	Election Judge
11445	Burke, Paul	08-Sep-22	\$158.75	Election Judge
11446	Erbaugh, Lloyd	08-Sep-22	\$359.38	Election Judge
11447	Fitzgerald, Tonya	08-Sep-22	\$526.33	Election Judge
11448	Gelow, William	08-Sep-22	\$96.25	Election Judge
11449	Gosse, Janlyn	08-Sep-22	\$166.75	Election Judge
11450	Lein, Zachary	08-Sep-22	\$157.38	Election Judge
11451	Novak, Alan J	08-Sep-22	\$785.58	August Service Paid in September
11452	Peterson, Denise	08-Sep-22	\$184.75	Election Judge
11453	Rogozinski, Richard	08-Sep-22	\$178.25	Election Judge
11454	Schulte, John	08-Sep-22	\$140.00	Election Judge
11455	Smith, Melissa	08-Sep-22	\$161.00	Election Judge
11456	Urseth, Kathy	08-Sep-22	\$657.25	Election Judge
11457	Wasmund, Michael	08-Sep-22	\$343.90	Election Judge
11458	VOIDED CHECK		\$0.00	PRINTING ERROR/VOIDED CHECK
11459	CINTAS	07-Sep-22	\$89.75	City Government Center Rugs - 8/23/2022
11460	COURI & RUPPE, P.L.L.P.	07-Sep-22	\$4,600.00	Legal Fees
11461	DAKOTA ELECTRIC ASSOCIATION	07-Sep-22	\$80.90	Intersection Lighting
11462	DON HANSEN ACCOUNTING AND CONS	07-Sep-22	\$300.00	Banyon Fund Accounting Custom Reports
11463	EARL F ANDERSEN	07-Sep-22	\$95.30	Stop Sign and Parts
11464	HAKANSON ANDERSON ASSOC INC	07-Sep-22	\$20,318.88	Engineering
11465	LEAGUE OF MINNESOTA CITIES	07-Sep-22	\$6,336.00	League of MN Cities/Mayor Annual Membership Dues
11466	LEROUY SCHOMMER	07-Sep-22	\$5,819.25	Expense Reimbursement - Shed for Credit River Government Center
11467	Mark McNeil	07-Sep-22	\$3,747.75	Interim administrator
11468	NATURAL SYSTEMS UTILITIES MN	07-Sep-22	\$11,988.40	CSTS Operator
11469	PAUL HOWE	07-Sep-22	\$150.00	Website and IT Support Services
11470	ROADKILL ANIMAL CONTROL	07-Sep-22	\$95.00	July 2022 Deer Pick Up/Disposal
11471	ROVE PEST CONTROL	07-Sep-22	\$78.00	Quarterly Pest Control Service - Credit River Government Center
11472	SANDRA ZAIS	07-Sep-22	\$2,380.00	NPDES/Access Escrow Refund - New Home - 7762 Longview Lane
11473	SCOTT COUNTY TREASURER	07-Sep-22	\$79,711.07	Law Enforcement Services 2022 2nd Half
11474	Brookside Pools	07-Sep-22	\$0.00	Reissued check - replaced 11424
11475	Laren Riley	07-Sep-22	\$0.00	Reissued check - replaced 11388
11476	Mark Phleiger	07-Sep-22	\$1,934.00	Dev Escrow Return per Aug council meeting
1000223E	EFTPS	07-Sep-22	\$3,888.39	Federal Taxes
1000224E	MINNESOTA REVENUE MW5	07-Sep-22	\$619.61	MN State WH
1000225E	PERA	07-Sep-22	\$1,432.39	PERA
1000226E	VISA COMMUNITY CARD	07-Sep-22	\$881.48	iContact/Office Supplies/Election Supplies
	Monthly Pay ACH	07-Sep-22	\$14,131.21	August Service Paid in September
			<u>\$162,860.83</u>	

Workshop to follow Council Meeting - Continuation of FY23 Budget

**Motion to Recess the council meeting at 6:20pm to sign claims. Council Member Novak
Second: Council Member Schommer
Motion Passed: 4-0**

Recorded by:

Karen Donovan- Clerk, City of Credit River

MINUTES
City of Credit River Council
Work Session Meeting
Wednesday, September 7, 2022,

Members Present: Mayor Kostik, Council Members: Lawrence, Schommer, and Novak.

Council Members Absent: Stevens

Others Present: Interim City Administrator McNeill, Treasurer Dominique Hill

The recessed September 7th City Council meeting was reconvened as a work session by Mayor Chris Kostik at 6:37 PM.

Treasurer Hill reviewed information which had been reviewed by the City Council at the August 22, 2022 budget work session. She said that Councilor Stevens had asked then for a process to anticipate future budget impacts. Hill said that she had been working with Ehlers Associates and showed a preliminary model projecting numbers through 2030.

She said that she had asked for Council input at the August 22nd work session and had incorporated those suggestions into the preliminary 2023 budget. She reviewed the preliminary budget, with revenues and expenditures.

Administrator McNeill summarized the major changes in the proposed budget. He said that, at the time of the work session, there was still an uncertainty as to whether the Cities of Credit River and Prior Lake, and Spring Lake Township would be the recipients of a Federal grant which would cover the costs of three years of twelve new fire fighters to be added in 2023. He said that this budget assumed that the grant would not be forthcoming; the preliminary budget assumed firefighters to start July 1, 2023.

He said that the new budget included a doubling of patrol from the Scott County Sheriff's office; \$100,000 for a space needs analysis and preliminary architectural work for a new City Hall building; professional services for a search firm for a new City Administrator; funding for partial year of an interim city administrator; funding for employee health insurance and market salary adjustments; an increase of \$10,000 for snow removal; and an additional clerical employee to work 15 hours per week. It also contained money for new chairs for City Hall, and money to do remodeling to allow the existing building to continue to operate until a new building is available.

The City Engineer had provided an estimate during the meeting of \$250,000 for culvert improvements on 175th and 190th Streets. The Council determined that that funding for those should come from the CIP.

Treasurer Hill said that there will be a form that will be required for inclusion with the Truth in Taxation information which will be mailed by the County in November.

Councilors Lawrence and Novak stated that they liked the draft budget, and complimented Treasurer Hill on her work.

There being no further business, Mayor Kostik adjourned the meeting at 7:17 PM.

Recorded by:

**Mark McNeill,
Interim City Administrator**

Approved by:

**Chris Kostik,
Mayor**