City of Credit River Council Meeting Minutes

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

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

1442 Collaborative Planning	Check #	Vendor/Payee	Date	Amount	Comments
11443	11442	Collaborative Planning	30-Aun-22	\$0.00	Reissuart chank - renisped 11406
11442 Burk, Charlene	11443	Arnot, Robin			
11445 Burke, Paul 08-Sep-22 5158.75 Election Judge 11446 Erbaugh, Loyd 08-Sep-22 5359.38 Election Judge 11447 Fitzgerakl, Tonya 08-Sep-22 5359.38 Election Judge 11448 Celow, William 08-Sep-22 596.25 Election Judge 11449 Cosse, Janhy 08-Sep-22 5167.38 Election Judge 11450 Len, Zarbary 08-Sep-22 5167.38 Election Judge 11451 Novak, Alan J 08-Sep-22 5785.58 August Service Paid in September 11452 Peterson, Denise 08-Sep-22 5785.58 August Service Paid in September 11453 Reportansia, Richard 08-Sep-22 5785.58 Election Judge 11454 Schutte, John 08-Sep-22 5780.58 Election Judge 11455 Smith, Meissa 08-Sep-22 5780.00 Election Judge 11456 Smith, Meissa 08-Sep-22 5780.00 Election Judge 11457 Wasmund, Michael 08-Sep-22 5780.00 Election Judge 11458 VOICED CHECK 50.00 PRINTINS ERRORAVOIDED CHECK 11459 CINTAS 07-Sep-22 5343-00 Election Judge 11461 DAKOTA ELECTRIC ASSOCIATION 07-Sep-22 54600.00 Legia Fees 11462 DANOTA ELECTRIC ASSOCIATION 07-Sep-22 54600.00 Legia Fees 11463 EARL F ANDERSEN 07-Sep-22 5330.00 Elegia Diersection Lighting 11464 HARANSON ANDERSON ASSOC INC 07-Sep-22 5330.00 Legia Fees 11465 LERGY SCHOMMER 07-Sep-22 5330.00 Legia Fees 11466 MARY MENGE 07-Sep-22 5330.00 Legia Fees 11467 Mark McNel 07-Sep-22 5330.00 Legia Fees 11468 LERGY SCHOMMER 07-Sep-22 5330.00 Legia Fees 11470 ROADRILL ANIMAL CONTROL 07-Sep-22 5330.00 Legia Fees 11471 ROVE PEST CONTROL 07-Sep-22 5330.00 Legia Fees 11471 ROVE PEST CONTROL 07-Sep-22 5330.00 Legia Fees 11471 ROVE PEST CONTROL 07-Sep-22 5330.00 Legia Fees 11471 SCOTT COUNTY TREASURER 07-Sep-22 5330.00 NPDES/Access Escraw Refund - New Home - 7762 Longwew Lane 11473 SCOTT COUNTY TREASURER 07-Sep-22 5330.00 NPDES/Access Escraw Refund - New Home - 7762 Longwew Lane 11474 Brookade Pools 07-Sep-22 533	11444	Burek, Charlene	08-Sep-22		11 A CONTRACTOR
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11447	11446	Erbaugh, Lloyd	08-Sep-22		
11448 Gelow, Wilsiam	11447	Fitzgerald, Tonya	08-Sep-22		44.5 GeV 1.7 Ge
11449	11448	Gelow, William	08-Sep-22		20 TABLE 10
11450 Len, Zachary	11449	Gosse, Janlyn	C8-Sep-22		
1452	11450	Lein, Zachary	08-Sep-22	\$157.38	Election Judge
Peterson, Denise	11451	Novak, Alan J	08-Sep-22	\$785.58	August Service Paid in September
11453	11452	Peterson, Denise	08-Sep-22		
11455	11453	Rogozinski, Richard	08-Sep-22		
11456	11454	Schulte, John	08-Sep-22	\$140.00	Election Judge
11457 Washund, Michael 08-Sep-22 5343-90 Election Judge 11458 VOIDED CHECK 50.00 PRINTING ERROR/VOIDED CHECK 11459 CINTAS 07-Sep-22 589.75 City Government Center Rugs - 8/23/2022 11461 DAKOTA ELECTRIC ASSOCIATION 07-Sep-22 54.600.00 Legal Fees 589.90 Intersection Lighting 11462 DON HANSEN ACCOUNTING AND CONS 07-Sep-22 5300.00 Banyon Fund Accounting Custom Reports 11463 EARL F ANDERSEN 07-Sep-22 550.30 Stop Sign and Parts 11464 HAKANSON ANDERSON ASSOC INC 07-Sep-22 55.318.88 Engineering 11465 LERGUE OF MINNESOTA CITIES 07-Sep-22 55.318.00 League of MN Caes/Mayor Annual Membership Dios 11466 LERGY SCHOMMER 07-Sep-22 55.318.00 League of MN Caes/Mayor Annual Membership Dios 11467 Mark McNeil 07-Sep-22 55.319.25 Expense Reimbursement - Shed for Credit River Government Center 11467 Mark McNeil 07-Sep-22 53.3747.75 Interm administrator 11468 NATURAL SYSTEMS UTILITIES MN 07-Sep-22 519.00 Website and IT Support Services 11470 ROADKILL ANIMAL CONTROL 07-Sep-22 578.00 Quarterly Pest Control Service - Credit River Government Center 11472 SANDRA ZAIS 07-Sep-22 579.711.07 Law Enforcement Services 2022 2nd Half 11474 Brookside Pools 07-Sep-22 579.711.07 Law Enforcement Services 2022 2nd Half 11475 Laren Riley 07-Sep-22 51.934.00 OP-Sep-22 51.934.00 OP	11455	Smith, Melissa	08-Sep-22	\$161,00	Election Judge
1458	11456	Urseth, Kathy	08-Sep-22	\$657.25	Election Judge
11458	11457	Wasmund, Michael	08-Sep-22	\$343.90	Election Judge
1460 COURL® RUPPE, PLLP. 07-Sep-22 54,600.00 Legal Fees 1461 DAKOTA ELECTRIC ASSOCIATION 07-Sep-22 580.90 Intersection Lighting 1462 DON HANSEN ACCOUNTING AND CONS 07-Sep-22 595.00 Stop Sign and Parts 1464 HAKANSON ANDERSON ASSOCINC 07-Sep-22 56,336.00 League of MN Cibes/Mayor Annual Membership Dues 1465 LEAGUE OF MINNESOTA CITIES 07-Sep-22 55,819.25 Expense Reimbursement - Shed for Credit River Government Center 1466 LEROY SCHOMMER 07-Sep-22 53,819.25 Expense Reimbursement - Shed for Credit River Government Center 1467 Mark Monel 07-Sep-22 53,819.25 Expense Reimbursement - Shed for Credit River Government Center 1468 NATURAL SYSTEMS UTILITIES MN 07-Sep-22 515.00 Website and IT Support Services 1470 ROADKILL ANIMAL CONTROL 07-Sep-22 578.00 Quarterly Pest Control Service - Credit River Government Center 1471 ROVE PEST CONTROL 07-Sep-22 578.00 Quarterly Pest Control Service - Credit River Government Center 1473 SCOTT COUNTY TREASURER 07-Sep-22 579.711.07 Law Enforcement Services 2022 2nd Half 1476 Laren Riley 07-Sep-22 50.00 Ressued check - replaced 11424 1475 Laren Riley 07-Sep-22 51.834.00 Oev Escrow Return per Aug council meeting 1000223E EFTPS 07-Sep-22 51.834.00 Oev Escrow Return per Aug council meeting 1000225E PERA 07-Sep-22 51.432.39 PERA 1000225E PERA 07-Sep-22 51.432.39 PERA 1000226E Minnthly Pay ACH 07-Sep-22 51.131.21 August Service Pad in September	11458	VOIDED CHECK			TO THE STATE OF TH
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1463		DAKOTA ELECTRIC ASSOCIATION	07-Sep-22	\$80.90	Intersection Lighting
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11467	11465	LEAGUE OF MINNESOTA CITIES	07-Sep-22	\$6,336,00	League of MN Cities/Mayor Annual Membership Dues
11468		LERGY SCHOMMER	07-Sep-22	\$5,819.25	Expense Reimbursement - Shed for Credit River Government Center
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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 175^{th} and 190^{th} 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