

City Council Meeting

Monday, December 5, 2022 6:00 PM

Minutes

Members in Attendance: Mayor Kostik, Council Members Novak, Schommer, Lawrence

Members Absent: Council Member Stevens

Others Present: Interim City Administrator McNeill, Engineer Nelson, Treasurer Hill, Clerk Donovan

Mayor Kostik Open the December 5, 2022 Council Meeting: Pledge of Allegiance

1 Approve or Amend Agenda

Motion to approve the Agenda as presented: Council Member Schommer

Second: Council Member Novak:

Motion Passed: 4-0

2 Sheriff's Report

Deputy Strack: Several complaints with people leaving cars stranded/abandoned on CR 21-Eagle Creek Pkwy.

3 Consent Agenda

Those items on the Council Agenda which are considered routine or noncontroversial 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.

3.1 2023 Council and Planning Commission Meeting Schedule

3.2 Approve Hakanson Anderson 2023 Rates

3.3 Approve Modification of City Administrator Job Description, and Clarify Deputy Clerk Assignments

3.4 2023 City Planner Rates

3.5 Adopt Resolution 2022-41 Accepting Infrastructure Improvements and Starting the Warranty Period for Crescent Curve

3.6 PID-049070011 Letter of Credit Release

Council Member Lawrence requested to Move 3.1- 2023 Council and Planning Commission Meeting Schedule to General Business as item 7.2.

Motion to approve Consent Agenda as amended: 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.

- Dave Burnello: Asking for Transparency having the minutes and Sheriff Reports added to the website
- Geir Friisoe - Vernon Ave. Concerned with the tax increase. This will be addressed in the Truth in Taxation presentation.
- Tim Conroy: Plowing concerned with the plowing now that we are city. The snow is getting packed down and the equipment is not getting the compacted snow.
- Bill Wehrmacher – Lights are needed at the intersections on CR 27 and Creekwood. Lights were once in place and are gone after the work on CR27 was completed. Council advised the county is responsible for this project and has been responsible for the light in Creekwood. (165th,167th and Creekwood)
- Tina Mischka : Asked for an update on the Tree Ordinance request by the Credit River Rural Alliance.

5 **Presentation(s)**

6 **Public Hearing(s)**

6.1 Fiscal Year 2023 Budget and Levy Truth in Taxation Presentation

Treasurer Hill reviewed the 2023 Preliminary Budget Levy and the process to date which started in June. The preliminary Levy is the highest it can go but can be reduced. The next step will be for the Council to adopt the final levy and budget at the December 19th Council meeting. The Truth in Taxation presentation is available on the Credit River website.

Preliminary Revenue Budget: \$3,513,687, of which \$2,683,347 is the Levy portion (76%)

Preliminary Expense Budget: \$4,116,194, which is a 1% increase from the expense budget from 2022.

Public Safety, which includes both Fire and Sheriff , had the largest expenditure increase in the 2023 proposed budget. Fire is contracted through Prior Lake and Sheriff Deputies through Scott County.

- Currently in 2022, the city has one full time deputy at 40 hours per week, The proposal in 2023 is to increase to 80 hours per week by adding an additional deputy.
- Interim City Administrator McNeill explained that Prior Lake, Credit River, and Spring Lake Township applied for the SAFER Grant which is a federal program used to address

staffing issues. Prior Lake Fire Department needs to hire full time fire fighters. Part time fire fighters are difficult to retain. A presentation is available on the Prior Lake website regarding the Prior Lake Fire proposal. SAFER Grant final notices of award are expected prior to the next meeting according to Rep Amy Craig. If successful it will cover three years of salary for the firefighters.

Treasurer Hill noted Credit River has the lowest Tax Capacity rate of cities in Scott County. The average tax increase is \$270.81 per year. The preliminary revenue budget includes states funds such as MSA funds and funds from a percentage of issued tickets such as speeding.

Mayor Kostik opened the meeting for public comments:

- Bill Markert: 7690 Cress View: If 35% of emergency calls are responded to by the Credit River Deputy and the remaining 65% are handled by the Scott County Sheriff on duty. Why is a second deputy needed?

Response time is not known at this time but can be requested.

- Greir Fresso – Vernon Ave – Agree with fire, concern with the increase in the sheriff staff and if it is needed. Also does the city need a full-time administrator?
- Tina Mishca: Asked if the Full-Time City Administrator was budgeted in? Was the Recruiting firm budgeted in?

Both were budgeted into the 2023 budget.

- Ron Sackett – Wants to better understand state aid and grants. Mayor Kostik- Municipal State aid (MSA) for roads received. Interim City Administrator McNeill – Generally state aid is no longer received by cities. Treasurer Hill explained MSA funds and funds from tickets/fines are included in the budget.
- Council comments on fire contract: The Credit River portion of the fire expense is at actual cost which is approximately 18% of the Prior Lake total based on the current contract. There are often times that four firefighters are not available with a part time staff.
- Council comments on Sheriff - Elko New Market has a full Police Department Chief and six police officers costing approximately \$1 million, and they have 1,000 less in population than Credit River. Since Credit River contracts with Scott County, they are responsible for hiring, staffing and equipment.
- Denise Peterson –8030 165th St E. Can the Sheriff's contract be done similar to the Fire department or sharing Deputy with other communities, etc.?
- Art – Stonebridge. They received a tax increase of 49%. The council needs to ask what expenses are needed, discretionary vs non-discretionary expenses.

- If we had not become a city what would the taxes be today? Council stated the Fire and Sheriff deputies are the main increase and would have been added anyway. The City Administrator position will be new. Interim City Administrator McNeill explained Credit River does not have a Public Works Department, the council is very hands on more so than elected officials normally are in a city.
- Tina Taylor – Rolling Oaks Court. Are property values increased so that taxes can be increased? Council advised a notice will be sent out with taxes regarding valuation. Local Board of Adjustment and Equalization (LBAE) occurs in April, and it is recommended to have your property reviewed and re-evaluated if residents disagree with the valuation.

Hearing no further comments, a request to close the Truth in Taxation Hearing was requested.

Motion to close the Truth in Taxation Presentation & Hearing: Council Member Lawrence
Second: Council Member Schommer
Motion Passed: 4-0

On Monday, December 19, 2022, the final budget will be approved at the City Council meeting.

7 General Business

7.1 "Credit River" Signs

Council Member Schommer- New "City of Credit River" signs presented. Proposed to be round sign similar to the city logo with the population on a removable sign. The signs were included in the budget. Scott County will to approve location since the signs are in the ROW. Request for cost of signs will be requested.

7.2 Council and Planning Commission 2023 Calendar

Council Member Lawrence requested the following changes to the proposed 2023 Council and Planning Commission Calendar:
 Monday, January 2 change to Tuesday, January 3
 Tuesday, September 5 change to Wednesday, September 6

Motion to approve the 2023 Council and Planning Commission 2023 with the amended changes: Council Member Lawrence
 Second: Council Member Novak
 Motion Passed: 4-0

8 Approval of Claims Listing

8.1 December 5, 2022, claims summary

Motion to approve the payment of Claims as listed in the Check Summary for December 5, 2022.
Council Member Schommer
Second: Council Member Novak
Motion Passed: 4-0

Check Summary:

Check #	Vendor	Date	Amt.	Comments
11589	Wasmund, Michael	06-Dec-22	\$491.75	Election Judge
11590	Urseth, Kathy	06-Dec-22	\$679.28	Election Judge
11591	Smith, Melissa	06-Dec-22	\$224.00	Election Judge
11592	Schulte, John	06-Dec-22	\$112.00	Election Judge
11593	Rogozinski, Richard	06-Dec-22	\$412.75	Election Judge
11594	Peterson, Denise	06-Dec-22	\$651.00	Election Judge
11595	Novak, Alan J	06-Dec-22	\$708.58	November Service paid in December
11596	McKinnen, Brandon	06-Dec-22	\$171.75	Election Judge
11597	Loftus, Julie	06-Dec-22	\$136.50	Election Judge
11598	Lein, Zachary	06-Dec-22	\$114.25	Election Judge
11599	Grazzini-Olson, Nancy	06-Dec-22	\$126.00	Election Judge
11600	Gelow, William	06-Dec-22	\$377.00	Election Judge
11601	Fitzgerald, Tonya	06-Dec-22	\$551.50	Election Judge
11602	Erbaugh, Lloyd	06-Dec-22	\$200.25	Election Judge
11603	Dodge, Lily	06-Dec-22	\$133.38	Election Judge
11604	Burck, Paul	06-Dec-22	\$164.50	Election Judge
11605	Burck, Charlene	06-Dec-22	\$161.00	Election Judge
11606	Arndt, Robin	06-Dec-22	\$98.63	Election Judge
11607	Ambaruch, Beth	06-Dec-22	\$252.00	Election Judge
11608	Webster, Laura	06-Dec-22	\$154.00	Election Judge
11609	COLLABORATIVE PLANNING LLC	05-Dec-22	\$8,235.00	City Planner
11610	COLLINS TREE CARE, INC	05-Dec-22	\$350.00	Remove Tree from Huntington Way
11611	GOPHER STATE ONE CALL	05-Dec-22	\$18.90	Billable Tickets
11612	Mark McNeill	05-Dec-22	\$1,892.34	Interim administrator
11613	MIKES SEPTIC SERVICE	05-Dec-22	\$425.00	7668 Priarie Grass Pass
11614	NATURAL SYSTEMS UTILITIES MN	05-Dec-22	\$525.00	CSTS Tank Inspection 7757 Prairie Pass
11615	PAUL HOWE	05-Dec-22	\$125.00	Website and IT Support Services
11616	ROVE PEST CONTROL	05-Dec-22	\$78.00	Quarterly Pest Control Service - Credit River Government
500425e	Monthly Pay ACH	06-Dec-22	\$15,262.79	November Service paid in December
1000248e	MINNESOTA REVENUE MW5	06-Dec-22	\$725.55	State WH
1000249e	PERA	06-Dec-22	\$1,403.95	PERA - Employee Amt
1000250e	EFTPS	06-Dec-22	\$4,189.93	FICA 6.2 - Employee Amt
1000251e	VISA COMMUNITY CARD	06-Dec-22	\$621.48	iContact, Postage, Office Supplies
11567-11588	Void Checks			Damaged in the printer
			<u>\$39,773.06</u>	

9 Council Member Liaison Updates and Council Member Reports

- Council Member Schommer: Can the City change the ROW permits to restrict work during certain period of times? There have been issues with equipment interfering with snowplowing at utility ROW work sites. Mayor Kostik stated there would need to be a change to the Ordinance. Engineer Nelson will discuss with Attorney Ruppe.
- Council Member Lawrence: Residents are not allowed to plow snow from driveways across the road and into the ditch.

10 **Adjourn**

Motion to adjourn the December 5, 2022, City Council meeting: Council Member Schommer

Second: Council Member Novak

Motion Passed 4-0

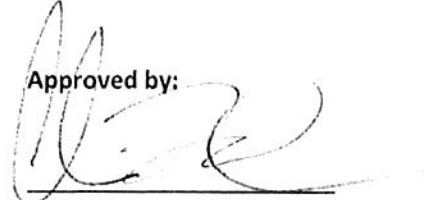
The December 5, 2022, City Council meeting was adjourned at 7:36 PM.

Recorded by:



**Karen Donovan
Clerk – Credit River**

Approved by:



**Chris Kostik
Mayor-Credit River**