

Credit River Township Meeting Minutes January 3, 2011

Call to Order:

Chairman Leroy Schommer called the meeting to order at 6:00 pm.

Members Present:

Chairman Leroy Schommer, Vice Chairman Brent Lawrence, Supervisor Al Aspengren, Supervisor Bruce Nilsen, Supervisor Tom Kraft

Others Present:

Township Clerk Cathy Haugh, Township Treasurer Holly Batton, Township Engineer Shane Nelson, Township Attorney Bob Ruppe

Supervisor Nilsen made a motion to continue the regular meeting. Vice Chairman Lawrence offered a second, motion passed 5 – 0

Supervisor Nilsen made a motion to open the Territory CSTS Rate Public Hearing. Vice Chairman Lawrence offered a second, motion passed 5 – 0

Territory CSTS Rate Hearing

Supervisor Aspengren provided an overview of the recent budget review meetings held with Treasurer Batton and Territory residents. Supervisor Aspengren made a motion to reduce the Territory CSTS rate from \$74 monthly to \$60 monthly effective February 1, 2011. Vice Chairman Lawrence offered a second, motion passed 5 – 0

Supervisor Nilsen made a motion to close the Territory CSTS Rate Public Hearing. Vice Chairman Lawrence offered a second, motion passed 5 – 0

Supervisor Nilsen made a motion to reconvene the regular meeting. Vice Chairman Lawrence offered a second, motion passed 5 – 0

1 Approve or Amend Agenda

Chairman Schommer asked if any Board member would like to add anything to the Agenda. There were none.

2 Consent Agenda

- 1) Approve December 6, 2010 board meeting notes
- 2) Approve November 2010 Treasurer Report
- 3) Approve December 2010 Developer's Escrow Report

Chairman Schommer asked if any Board member or resident wanted any items removed from the Consent Agenda. There were none.

Supervisor Kraft made a motion to approve the 3 Consent Agenda items. Vice Chairman Lawrence offered a second, motion passed 5 - 0

3 Resident Open Forum

Resident Jerry Michaels addressed road improvement concerns and also expressed his concern over Board members being unnecessarily questioned when doing their jobs.

4 Old Business

1) CSTS Ordinance for tank testing

A discussion took place regarding the procedures involved and the new Township Ordinances for CSTS tank testing. Township Attorney Ruppe will add the Ordinance numbers to the 3 Ordinance Drafts and the Publication Summary and email them to Clerk Haugh.

Supervisor Aspengren made a motion to adopt Ordinances 2011-1 Ordinance Governing Territory Environmental Subordinate Service District Waste Water Collection Systems, 2011-2 Ordinance Governing Monterey Heights and South Passage Environmental Subordinate Service District Waste Water Collection Systems, 2011-3 Ordinance Governing Stonebridge Environmental Subordinate Service District Waste Water Collection Systems and to summarize publication. Supervisor Kraft offered a second, motion passed 5 – 0

Supervisor Aspengren made a motion to charge all costs associated with preparing these Ordinances to the respective CSTS budgets. Supervisor Kraft offered a second, motion passed 4 – 1 Supervisor Nilsen was a nay.

The Town Engineer will work with Board members to determine the new fees for tank testing and how the Ordinance surcharge will be returned to the CSTS accounts.

2) Prior Lake Fire Contract Update

A discussion took place regarding the Township fire services contract with the City of Prior Lake. Vice Chairman Lawrence will contact the new Lakeville Fire Chief in the future. Vice Chairman Lawrence will ask what Prior Lake is budgeting or estimating for fuel costs and will provide an update at the February 2011 board meeting.

3) Krieger – Oak Grove update

Chairman Schommer made a motion for Attorney Ruppe to draft a letter to Mr. Krieger informing him to pay the amount due immediately or the Township will be certifying the charges to the County as unpaid service charges, Supervisor Kraft offered a second, motion passed 5 – 0

4) 180th Street Right of Way

Chairman Schommer explained that a resident has made a request for the Town Board to look into a street sign for 180th Street. After Board discussion, it was determined that Chairman Schommer will get back to the requesting resident and explain that the Board will look into the option of a minimum maintenance street sign and a yield sign.

5) Policy – consultant charges

The Board reviewed the Data Practices Act Request policy and directed Clerk Haugh and Attorney Ruppe to update the policy with the following changes: “normal business hours” to “will be coordinated with the Town Clerk” on page 4 and replace the second paragraph on page 3 with new, more clear language to be drafted by Attorney Ruppe based on State Statute and present to the Board for approval. The Board will also begin to review all of the Policies and Ordinances for future updates.

6) Tree Removal Ordinance

A discussion took place regarding the recent Tree Removal Ordinance adopted by Spring Lake Township. The Board will review this Ordinance further and direct Attorney Ruppe, if necessary, so he can update the Ordinance based on State Statute, for approval at the February 2011 Board meeting.

5 Engineer's Report

1) County 44 service road plans

Engineer Nelson provided an update on the County plans. Clerk Haugh was directed to contact Mitch Rasmussen with Scott County regarding public meeting options in February or March. Clerk Haugh will contact Prior Lake Fire Chief Doug Hartmann, Scott County Sheriff Kevin Studnicka and Allina Ambulance Service to invite them to attend once a date has been identified.

6 Road Report

1) Repair updates

Supervisor Kraft provided a brief update.

2) Assessment discussion

A discussion took place regarding the Board adopting a road assessment guideline. Supervisor Aspengren asked that a vote on this matter be delayed so the Board could research the 7 ton option and see what effect a 90% waiver rate would have on the Township

Following is a chart of each Supervisor's preferences.

	<u>Tom</u>	<u>Bruce</u>	<u>Leroy</u>	<u>Brent</u>	<u>Al</u>
Petition %	60%	75%	80%	75%	75%
Waiver %	70%	90%	80%	90%	95%
% Town will pay	40%	40%	40%	40%	sliding scale
7 or 9 ton	9	9	9	9	7

Motions:

Supervisor Nilsen made a motion regarding reconstruction of roads guidelines that the petition is set by majority, waiver at 90%, town will pay 40% based on engineer's estimates, 9 ton roads, township would take care of any cost coverages, 10,000 for 10 years and over 10,000 residents, as a group, would have an option to be assessed over fifteen years. Chairman Schommer offered a second, motion passed 3 – 2. Supervisors Aspengren and Kraft were nays.

3) Hills of Credit River update

Supervisor Kraft provided an update and a brief discussion took place regarding the status of this project.

7 Treasurer's Report

1) Transfer funds

Treasurer Batton requested Board approval for \$140,000 to be transferred from the savings account to checking account. Supervisor Kraft made a motion to transfer \$140,000 from savings to checking. Vice Chairman Lawrence offered a second, motion passed 5 – 0

2) LOC Update

Treasurer Batton provided an update on the developer Letters of Credit.

3) Audit Update

Treasurer Batton explained that the Auditors will be at the Town Hall to start the audit on Saturday, January 22nd at 9:30 a.m. and also on January 29th to finish the Township Audit. Clerk Haugh will post these dates on the Public Notice Board so Board members may attend if they choose.

4) Expense Tracking

Treasurer Batton asked the Board to help with coding expenses on claims. The Supervisors will begin to be more clear with expense tracking on their claims.

5) Koestering Access Escrow

Treasurer Batton provided an update on the status of this Escrow Account. This issue will be put on the March 2011 Board Meeting Agenda per Mr. Koestering's request.

8 Clerk's Report

1) March 2011 election

Clerk Haugh explained that the filing period is from December 28, 2010 to January 11, 2011 and provided a sample ballot for Board review.

9 New Business

1) Territory letter from Faegre & Benson

Supervisor Aspengren reviewed the recent letter the Board received from Faegre & Benson. Supervisors Aspengren and Kraft will continue to work with Rob Waccholz with Traditions to finalize this and provide an update at the February Board meeting.

2) Township snow plowing / snow emergency declaration

A discussion took place regarding snow plowing and snow emergencies in the Township. Supervisor Aspengren will obtain the replacement cost information from Dave Cuthill for the light the snow plow took out on Towering Oaks.

3) Township street parking

Chairman Schommer explained that Board members have received multiple complaints and a letter has been sent out to residents on White Drive who have been violating the overnight parking policy.

4) Discuss appointment of Clerk and Treasurer

A discussion took place regarding putting Option B on the ballot for the March election. Supervisor Nilsen made a motion to put the Option B Appointment of Clerk and Treasurer question on the March 8, 2011 ballot. Vice Chairman Lawrence offered a second, motion passed 5 – 0

5) SCALE meeting

Supervisor Aspengren provided an overview of the recent SCALE meeting he attended.

6) NPDES education billing

Supervisor Aspengren provided information to the Board regarding NPDES education training.

10 Review and Pay Bills

Check Number	Issued to	Amount	Comments
Paid Chk# 005970	AL ASPENGREN	715.66	Dec Svc Payroll
Paid Chk# 005971	BRENT LAWRENCE	693.47	Dec Scv Payroll
Paid Chk# 005972	BRUCE NILSEN	693.47	Dec Svc Payroll
Paid Chk# 005973	CATHY HAUGH	1,703.41	Dec Svc Payroll
Paid Chk# 005974	HOLLY BATTON	2,131.73	Dec Svc Payroll
Paid Chk# 005975	LEROY SCHOMMER	825.56	Dec Svc Payroll
Paid Chk# 005976	TOM KRAFT	595.26	Dec Svc Payroll
Paid Chk# 005977	AL ASPENGREN	20.00	Dec Exp Reimbursement
Paid Chk# 005978	ART JOHNSON TRUCKING INC	15,353.85	December Winter Rd Mtc
Paid Chk# 005979	BRENT LAWRENCE	49.00	Dec Exp Reimbursement

Paid Chk# 005980	CATHY HAUGH	105.23	Dec Exp Reimbursement
Paid Chk# 005981	CENTERPOINT ENERGY	117.84	Town Hall Gas
Paid Chk# 005982	CERTIFIED RECYCLING	125.00	Refuse Disposal
Paid Chk# 005983	CHASE JURGENSEN	50.00	Mailbox Reimbursement
Paid Chk# 005984	CITY OF LAKEVILLE	372.63	Nov 2010 Judicial Rd Mtc
Paid Chk# 005985	COLLINS TREE	1,870.31	Oakhill Circle Tree Removal
Paid Chk# 005986	DB SERVICES	1,412.50	Dec Winter Rd Mtc
Paid Chk# 005987	DICK TRACY	50.00	Mailbox Reimbursement
Paid Chk# 005988	ECM PUBLISHERS INC	140.00	Legal Notices
Paid Chk# 005989	GALLAGHERS	26,389.75	December Winter Rd Mtc
Paid Chk# 005990	GE CAPITAL	149.64	Copier Lease Payment
Paid Chk# 005991	GREG SPANDL	50.00	Mailbox Reimbursement
	HAKANSON ANDERSON ASSOC		
Paid Chk# 005992	INC	5,231.50	November Engineering
Paid Chk# 005993	HOLLY BATTON	56.00	Dec Exp Reimbursement
Paid Chk# 005994	INTEGRA TELECOM	509.76	Phone Service
Paid Chk# 005995	JILL STANG	50.00	Mailbox Reimbursement
	KRAEMER MINING& MATERIALS		
Paid Chk# 005996	INC	1,588.30	Rock for Winter Roads
Paid Chk# 005997	LEROY SCHOMMER	44.00	Dec Exp Reimbursement
Paid Chk# 005998	MARK OCONNOR	50.00	Mailbox Reimbursement
Paid Chk# 005999	MINNESOTA DEPT OF HEALTH	150.00	Monitoring Well Permits
Paid Chk# 006000	MINNESOTA REVENUE MW5	206.28	State Withholding November
Paid Chk# 006001	MVEC	647.39	Electricity
Paid Chk# 006002	NORTHERN TECHNOLOGIES	2,800.00	Lynn, Monterey & 207th Pavement Testing
Paid Chk# 006003	PRIOR LAKE BLACKTOP, INC.	10,146.00	Bituminous Patching
Paid Chk# 006004	QUIRING EXCAVATING	5,000.00	Final Payment for Whitewood/Birch
Paid Chk# 006005	ROBERT/GAIL WESOLOWSKI	31.50	Escrow Refund
Paid Chk# 006006	ROGER/CHERYL DONALDSON	50.00	Mailbox Reimbursement
Paid Chk# 006007	ROVE PEST CONTROL	80.16	Qtly Pest Control
Paid Chk# 006008	SCOTT COUNTY TREASURER	430.39	Truth in Taxation Mailing Charges
	SCOTT SOIL & WATER CONSV		
Paid Chk# 006009	DIST	1,385.00	November NPDES Inspections
Paid Chk# 006010	TOM KRAFT	36.36	Dec Exp Reimbursement
Paid Chk# 006011	WELLS FARGO BANK	83,987.50	Debt Svc 2009 GO Bonds
Paid Chk# 006012	XCEL ENERGY	12.79	Street Light Electricity
Paid Chk# 006013	MINNESOTA REVENUE MW5	166.58	State Withholding Dec
No Check	PERA	420.60	PERA
No Check	EFTPS	1,336.17	941 Taxes
No Check	Anchor Bank	12.44	SSD ACH fees
	Total	168,043.03	

11 Adjourn

There being no further business before the Town Board, Supervisor Aspengren made a motion to adjourn the meeting. Vice Chairman Lawrence offered a second. Motion passed 5 – 0. The meeting was adjourned at 10:13pm.

Submitted By: (s/) Cathy Haugh
Township Clerk
Credit River Township

Approved By: (s/) Leroy Schommer
Chairman Board of Supervisors
Credit River Township