

Credit River Township Board Meeting

Monday, June 1, 2015, 6pm

Meeting Minutes Draft

The June 1, 2015 Credit River Township Meeting was called to order with the Pledge of Allegiance at 6PM, by Chairman Kostik.

Members Present:

Chairman Kostik, Vice Chairman Novak, Supervisor Schommer, Supervisor Lawrence, Supervisor Kraft.

Others Present:

Treasurer LeVoir, Engineer Nelson, Township Attorney Ruppe, Clerk Donovan

1) Approve or Amend Agenda

Supervisor Lawrence asked that "Attorney's Report" be added under New Business as Item 8.

Treasure LeVoir asked that "May _____ 2015 Statement" be added as Item #8 under Consent Agenda

Engineer Nelson asked that "Testing Contracts for 2015 Road Projects" be added as Item #7.4 under Engineer's Report

Motion to approve amended agenda: Supervisor Lawrence

Second: Supervisor Kraft.

Motion passed 5-0.

2) Consent Agenda

1) LBAE Meeting Minutes

2) May 4 Meeting Minutes

3) May 18 Meeting Minutes

4) 196th Street E & Southfork Drive Road Improvement Hearing Draft

5) Casey Parkway & Killarney Ave. Road Improvement Hearing Draft

6) Kane Avenue & Century Court Road Improvement Hearing Draft

7) April 2015 Treasurer's Report

8) May Report (S. LeVoir)

Motion to approve Consent Agenda: Supervisor Schommer

Second: Supervisor Novak

Motion passed 5-0

3) Open Forum

Hearing no item for Open Forum

4) Old Business

1) 19555 Oak Grove

Engineer Nelson updated the board on a new plan dated May 29, 2015 (exhibit A) New plan is in drop box. Need to obtain a clean copy of exhibit A for recording with the county.

Township Attorney Ruppe updated the board on the encroachment agreement.

Board requested the resident is advised by Township Attorney Ruppe about not using the road as a staging area due to road damage during construction phase.

Township Attorney Ruppe suggested that the Sheriff involvement is recommended for better results. Supervisor Lawrence recommended that the Sheriff attend a meeting (July) to explain Scott County's procedure in dealing with violations in the future. Supervisor Lawrence to offer the invitation.

2) CSTS

Supervisor Lawrence updated the board on the new Project Manager Tyler Enright. Email to be distributed by Clerk.
Supervisor Lawrence updated the board on the split rail fencing repairs are complete. Stonebridge fencing has been moved. Invoice from Fenco pending.
Supervisor Kraft recommended that a budget for new split rail fencing posts may be needed.

3) Cable Franchise

Township Attorney Ruppe reviewed the Integra Agreement and found no issues. MediaCom agreement has had more changes recommends a compare and contrast between the old and new

agreements. Township Attorney Ruppe to send email requesting information.

4) Flag Trail Lawsuit

Township Attorney Ruppe updated the board on the status of the lawsuit filed. Lawsuit will be removed.

5) New Business

1) Assessment Notice Content

Vice Chairman Novak discussed the confusion of the Assessment letter. Verbiage may need to be changed. Vice Chairman Novak and Treasure LeVoir will prepare a cover letter and will have the Township Attorney Ruppe review to make sure it does not violate statute.

2) Ducks Unlimited Gambling Application

Permit in drop box. Acknowledgement needed.

3) Park Report

Supervisor Lawrence reported a Creekwood Park resident's letter using the park for neighborhood organized sports. No objections were seen as long as it does not interfere with previously posted schedules.

Supervisor Lawrence reported that Scottsview HOA contacted him regarding a picnic table request from a previous board meeting. Supervisor Lawrence will get a quote (table and install) and will look at a sight for the table.

Chairman Kostik discussed the condition of the ball fields at Scottsview. Need someone to do the maintenance of the fields. Supervisor Lawrence to discuss with the Scottsview HOA along with new bases needed.

Supervisor Lawrence updated the board on Country Court Park encroachments. Survey was done to re-establish the property lines. Quote was received for a new fence as an option. Residents L. Esse and J. Esse spoke before the board and expressed concerns with fence that was discussed. Supervisor Kraft expressed concern about putting up a fence for one resident.

Letter to be sent regarding the boundary lines to residents of the area this week.

4) Weed report

Supervisor Schommer and Supervisor Lawrence attended the Noxious Weed Training Seminar. Discussed primarily the Wild Parsnip infestation in Murphy-Hanneran. Information will be added to the website by Vice Chairman Novak.

Supervisor Lawrence discussed the weed issue/mowing violation procedure for applying to a residents home.

5) 21690 Harvest Hills Accessory Dwelling Unit (ADU)

Resident R. Uzlik appeared before the board to present the proposed building of an Accessory Dwelling Unit (ADU) addition to their property. The purpose of an ADU is to allow additional living for family on property. Easements were requested. Engineer Nelson explained the easement requirements. Township Attorney Ruppe has question regarding drainage if easement vacated and claims regarding future drainage issues. Review needs to be done on whether this is feasible. Scott County and Credit River Township engineering reviews will be required. Escrow will need to be determined. Treasurer LeVoir to send an email for the Escrow Request Form. Clerk to add to July meeting agenda.

6) Drop Box agenda management

Supervisor Novak reviewed the procedure for adding to the agenda in the drop box.

Rates to be requested for Ian Novak for technical assistance

7) Road Report

Supervisor Schommer and Supervisor Kraft updated the board on the gravel and dust coating.

8) Attorney Report

Supervisor Lawrence updated the board on the pending trial for the Rydeen Lawsuit. Township Attorney Ruppe asked if other board members should be witnesses in addition to Supervisor Lawrence and Engineer Nelson.

Supervision Lawrence asked Township Attorney Ruppe about the Supreme Court Waiver Case and any affect it would have on Township. Treasurer LeVoir asked if the township would have any

financial exposure. Township Attorney Rubbe felt there were no financial liabilities at this time.

7) Engineer's Report

1) Approve Crack Filling Invoice

Engineer Nelson explained the increase in invoice.

Motion to approve: Supervisor Schommer

Second: Supervisor Lawrence

Motion passed 5-0

2) Seal Coat Project Bids

Engineer Nelson reported 3 bids received on the Seal Coat Project. Allied recommended.

Motion to approve recommendation: Vice Chairman Novak.

Second: Supervisor Kraft

Motion Passed 5-0

3) Phase 2 Sign Replacement

Engineer Nelson requested to approve Phase 2 Sign Replacement Plan. Bids to be requested.

Motion to approve Phase 2 Sign Plan: Supervisor Kraft

Second: Supervisor Schommer

Motion Passed 5-0

4) 2015 Road Testing Contracts

Engineer Nelson requested to approve the NTI Road Testing Contracts for 2015. Treasurer LeVoir requested that the invoices are separated by project. Engineer Nelson will communicate this to NTI.

Motion to approve NTI Road Testing contract: Supervisor Novak

Second: Supervisor Lawrence

Motion passed 5-0

8) Treasurer Report

1) Transfer Funds

Treasure LeVoir requested transfer of funds of \$140,000 from Township Savings Account to the Township Checking Account to pay claims.

**Motion to approve fund transfer of \$140,000 from Township Savings Account to the Township Checking Account: Supervisor Lawrence
Second: Vice Chairman Novak
Motion passed 5-0**

2) Budget 2016

- a) Treasurer LeVoir reported on the 2016 Budget Schedule.
- b) Treasurer LeVoir requested that board members sign up for reviewing information with her. Hard copy sign up distributed.
- c) Treasurer LeVoir explained that the 2016 Budget Worksheet is available in the drop box for review prior to the meeting.

3) Escrow Refund

Treasurer LeVoir requested the OnSite Marketing Escrow Refund.

**Motion to approve refund to OnSite Marketing: Supervisor Novak
Second: Supervisor Lawrence
Motion passed 5-0**

4) 2015 GO Bond Update

Treasurer LeVoir updated the board on the 2015 GO Bond and everything is in compliance.

Treasurer LeVoir reviewed the 2015 Bond Schedule. Final review will be sent to board.

Award of the bond sale will occurred at the June 15, 2015 meeting.

5) Bank Signers

Treasurer LeVoir updated the board on the status of Renee Schommer and Clerk Donovan becoming signers on Township saving and checking accounts.

**Motion to approve additional signers to the Township Checking and Saving Account: Vice Chairman Novak
Second: Supervisor Kraft
Motion passed 5-0**

Treasurer LeVoir requested June 9th off.

9) Clerk's Report

10) Town Hall

Supervisor Novak recommended that the septic system is pumped. Clerk will call Mike's Septic to schedule.

11) Review and Pay Bills

12) Adjourn

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

**Motion to adjourn June 1, 2015 Credit River Township Meeting: Vice
Chairman Novak
Second: Supervisor Lawrence
Motion passed 5-0**

The June 1, 2015 Credit River Township Board Meeting was adjourned at 8:35PM.

Recorded by:

**Karen Donovan
Clerk of Credit River Township**

Approved by:

**Chris Kostik
Chairman
Credit River Township**