

Credit River Township Board Meeting

**Monday, February 6, 2017 6pm
Meeting Minutes**

Members Present: Chairman Kostik, Vice Chairman Novak, Supervisor Schommer, Supervisor Lawrence, Supervisor Howe

Others Present: Engineer Nelson, Attorney Ruppe, Treasurer Hill, Clerk Donovan

6PM: Call Month Board Meeting to Order, Pledge of Allegiance

1. Approve or Amend Agenda

Supervisor Lawrence requested Minneapolis Gun Club to be added to Old Business as Item 2, Clerk Donovan requested to add Credit River Antique Tractor Club to New Business as Item 2.

Motion to approve the amended agenda with requested changes: Supervisor Howe

Second: Vice Chairman Novak

Passed: 5-0

2. Consent Agenda

- 1) January 9, 2017 Board Meeting Minutes**
- 2) December 2016 Treasurer's Report**
- 3) January 2017 Developer's Escrow Statement**

Motion to approve the Consent Agenda: Vice Chairman Novak

Second: Supervisor Schommer

Passed: 5-0

3. Open Forum

Commissioner Wolf spoke regarding the Scott County Board Meeting on Tuesday, February 7 at 8am, where CR 27 will be discussed. Chairman Kostik and Supervisor Lawrence and representatives from Savage will attend the workshop meeting.

4. Old Business

1) 16550 Linch Path

Supervisor Lawrence received communication from Charter Communication. Currently there are less than five customers with Charter in Credit River Township, 50 customers needed for a franchise agreement. Charter does not plan on adding customers. The communication received from Charter will be sent to Attorney Ruppe.

2) Minneapolis Gun Club

Supervisor Lawrence spoke with the Minneapolis Gun Club and recommended proof of compliance with the Shooting Range Protection Act (audible portion) before additional discussion with the board.

R. Sackett, Scottview Homeowner's President, spoke requesting a listening session with the board and residents. Attorney Ruppe reminded everyone about the Credit River Township Board's responsibility as that of an advisory position to Scott County regarding any change to the CUP for the Minneapolis Gun Club and the process involved which will include public notification.

5. New Business

1) 2040 Township Planning Area Meeting

2040 Township Meeting planned for March 15, 2017 at 6pm at the Credit River Town Hall with Credit River Township, New Market, Cedar Lake and Spring Lake. Chairman Kostik concern is the Urban Expansion Reserve and is recommending a new Comprehensive Plan for Credit River Township since the current one is 10 years old. Attorney Ruppe recommended using Cindy Nash, a professional planner. Engineer Nelson advised Sewer and Water Comprehensive Plans are already complete. Attorney Ruppe will add the current Comprehensive Plan to the drop box and will send information to Cindy Nash and New Market.

2) Credit River Antique Tractor Club

J. Schwinghammer from the Credit River Antique Tractor Club requested to use the Credit River Township parking lot on Saturday, October 7, 2017, for the Credit River Antique Tractor Club drawing. The board did not have any issues and commented that this has been done for the past several years.

6. Road Report

1) Territory Resurfacing

Supervisor Lawrence heard from a resident in Territory about the loose gravel after the sealcoating done in 2016. Engineer Nelson advised the roads were swept three times and will be swept again in the spring. Engineer Nelson sees good coverage.

7. Engineer's Report

1) Valley Oaks 1st Addition Pay Estimate

Engineer Nelson is recommending approval of Valley Oaks 1st Addition Pay Estimate #4 and would like to clarify the amount is actually a combination of Pay Estimate #4 and #5. This is due to a change in management at Hardrives which resulted in Hardrives not returning a signed Pay Estimate #4 sent to them previously.

Motion to approve the Pay Estimate # 4 to Hardrives, Inc. in the amount of \$85,392.26: Vice Chairman Novak

Second: Supervisor Schommer

Passed: 5-0

2) Century Hills Overlay Project

Engineer Nelson advised the board of an issue with three mailboxes cemented in and currently not in compliance with postal regulations in the Century Hills area. Future mailbox adjustments will be needed to be done by the residents. Engineer Nelson will notify the Century Hills HOA president and will add to the project meeting and FAQ.

Engineer Nelson advised that there are no shoulders currently in place and has been added to the plans.

Motion to approve Resolution 2017-01 Approving Plans and Specifications for Century Hills Overlay Project: Supervisor Schommer
Second: Vice Chairman Novak
Passed: 5-0

3) Valley Oaks Overlay Project

Engineer Nelson has a draft of a letter in drop box informing residence of tree removal which will be sent this week. Clearing limits will be staked by Tuesday February 7, 2017. Supervisors are asked to drive through area.

Culvert replacement and ditch cleaning is planned. Engineer Nelson advised the board that additional culverts were found which increased the cost from the Feasibility Study approximately \$50,000 due to the additional the storm sewer costs and driveway patching costs. Input from board is requested. Board feels ditches should be cleared. A board member will go through ditch areas with Engineer Nelson.

Motion to approve Resolution 2017-02 Approving Plans and Specifications for Valley Oaks Overlay Project: Supervisor Howe
Second: Supervisor Lawrence
Passed: 5-0

8. Treasurer Report

1) Transfer Funds

Treasurer Hill requests the transfer of \$235,000 from Savings to Checking for claims payments.

Motion approving the transfer of \$235,000 from the township Savings to Checking: Supervisor Lawrence
Second: Vice Chairman Novak
Passed: 5-0

2) Audit Update

Treasurer Hill advised the board the audit went well with no issues.

3) Escrow Update

Treasurer Hill updated the board on the escrow for T. Albain, which is at -\$72.71, due to billing just received from Engineer Nelson. Treasurer Hill will ask Engineer Nelson if all bills are in and will contact Mr. Albain for the balance.

Treasurer Hill advised the board the request for \$1,000 was sent to Mr. VanZee to replenish the escrow.

4) Scottview – Late prepayment

Resident S. Wolf contacted Treasurer Hill and claims he did not receive the assessment payment due notice for the Scottview Road Improvement Project. He has asked to pay the assessment in full and waive the interest. The Scott County records had not been updated by the time the assessment notice had been sent, resident had purchased the home in May 2016. Treasurer Hill will ask Attorney Ruppe what the legal opinion is on handling the interest.

9. Clerk's Report

1) 2017 Election Judges

Clerk Donovan asked the board to review the election judges for 2017.

Motion to approve Resolution 2017-03 Appointing Election Judges for 2017: Supervisor Schommer

Second: Vice Chairman Novak

Passed: 4-1 (Supervisor Lawrence opposed)

10. Town Hall

Chairman Kostik advised some lighting in the town hall needs to be changed. The board discussed that an energy audit should be done which Chairman Kostik will arrange with MVEC.

11. Review and Pay Bills

	Name	Check Date	Check Amt	Comments
10100	Anchor Bank			
Paid Chk# 000427E	Anchor Bank	1/9/2017	\$40.00	Bank Fees
Paid Chk# 000423E	Visa Community Card	2/6/2017	\$155.97	Stamps, Office Supplies
Paid Chk# 000424E	Minnesota Revenue	2/6/2017	\$158.43	State Withholding
Paid Chk# 000425E	EFTS	2/6/2017	\$1,716.14	FICA, Medicare, Federal Withholding
Paid Chk# 000426E	PERA	2/6/2017	\$752.41	PERA
Paid Chk# 009153	AL NOVAK	2/6/2017	\$692.62	FICA 6.2
Paid Chk# 009154	BRENT LAWRENCE	2/6/2017	\$858.85	January 2017 Svc Paid in February
Paid Chk# 009155	CHRIS KOSTIK	2/6/2017	\$718.72	January 2017 Svc Paid in February
Paid Chk# 009156	DOMINIQUE HILL	2/6/2017	XXXXX	January 2017 Svc Paid in February
Paid Chk# 009157	KAREN DONOVAN	2/6/2017	XXXXX	January 2017 Svc Paid in February
Paid Chk# 009158	LEROY SCHOMMER	2/6/2017	\$692.62	January 2017 Svc Paid in February
Paid Chk# 009159	PAUL HOWE	2/6/2017	\$688.14	January 2017 Svc Paid in February
Paid Chk# 009160	CITY OF LAKEVILLE	2/6/2017	\$641.30	Plowing & De-icing Judicial Ro
Paid Chk# 009161	COURI & RUPPE, P.L.L.P.	2/6/2017	\$1,635.00	Township Legal Fees
Paid Chk# 009162	GOPHER STATE ONE CALL	2/6/2017	\$21.60	December 2016 Utility Locates
Paid Chk# 009163	HAKANSON ANDERSON ASSOC INC	2/6/2017	\$11,891.25	Township Engineering Fees
Paid Chk# 009164	HARDDRIVES, INC.	2/6/2017	\$85,392.26	Valley Oaks First Addition
Paid Chk# 009165	NATURAL SYSTEMS UTILITIES MN	2/6/2017	\$8,517.93	Territory Vericom Fees
Paid Chk# 009166	ROADKILL ANIMAL CONTROL	2/6/2017	\$158.00	Road Kill/Deer Disposal 2016
Paid Chk# 009167	SCOTT COUNTY TREASURER	2/6/2017	\$4,550.00	2nd Half 2016 Salt 50 Tons
Paid Chk# 009168	SCOTT SOIL & WATER CONSV DIST	2/6/2017	\$828.00	NPDES Inspections
Paid Chk# 009169	SW NEWSMEDIA	2/6/2017	\$95.00	Agenda- 12/5/2016 Board Meeting
Paid Chk# 009170	ABDO EICK & MEYERS LLP	2/6/2017	\$9,000.00	Audit Fees
Paid Chk# 009171	BRENT LAWRENCE	2/6/2017	\$16.59	Expense Reimbursement
Paid Chk# 009172	BRYAN ROCK PRODUCTS INC	2/6/2017	\$1,078.69	January 2017 Winter Road Mtc
Paid Chk# 009173	CENTERPOINT ENERGY	2/6/2017	\$155.29	Town Hall Gas
Paid Chk# 009174	CITY OF PRIOR LAKE	2/6/2017	\$92,473.50	First Half 2017 Fire Contract
Paid Chk# 009175	DOMINIQUE HILL	2/6/2017	\$72.89	Expense Reimbursement
Paid Chk# 009176	ECM PUBLISHERS INC	2/6/2017	\$28.63	Agenda 01/09/2017 Board Meeting
Paid Chk# 009177	G&K SERVICES	2/6/2017	\$81.20	Town Hall Rug Service - January
Paid Chk# 009178	GALLAGHERS	2/6/2017	\$23,114.00	January 2017 Winter Road Mtc
Paid Chk# 009179	GOPHER STATE ONE CALL	2/6/2017	\$100.00	Utility Locates 2017 Annual Fe
Paid Chk# 009180	INTEGRA TELECOM	2/6/2017	\$650.68	Telephone & Internet

Paid Chk# 009181	KAREN DONOVAN	2/6/2017	\$56.96	Expense Reimbursement
Paid Chk# 009182	MINNESOTA DEPT OF HEALTH	2/6/2017	\$150.00	Monterey Heights Monitoring We
Paid Chk# 009183	MVEC	2/6/2017	\$904.46	Electricity
Paid Chk# 009184	PETER N DOUKAS	2/6/2017	\$2,774.00	NPDES & Access Escrow Refund
Paid Chk# 009185	ROVE PEST CONTROL	2/6/2017	\$75.00	Quarterly Pest Control January
Paid Chk# 009186	SARAH LEVOIR	2/6/2017	\$910.00	Consulting January 2017
Paid Chk# 009187	SCOTT COUNTY TREASURER	2/6/2017	\$190.00	Scott County Special Audit Rep
Paid Chk# 009188	SW NEWSMEDIA	2/6/2017	\$39.19	Agenda - 1/9/2017 Board Meeting
Paid Chk# 009189	TRANS-ALARM INC.	2/6/2017	\$89.85	Town Hall Alarm Monitoring Service
Paid Chk# 009190	US BANK	2/6/2017	\$143.25	Printer Lease Payment
Paid Chk# 009191	XCEL ENERGY	2/6/2017	\$8.79	St. Francis - Light
			<u>\$255,883.07</u>	

12. Adjourn

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

Motion to adjourn February 6, 2017 Credit River Township Meeting: Supervisor Howe

Second: Supervisor Schommer

Motion passed: 5-0

The February 6, 2017 Credit River Township Board Meeting was adjourned at 7:35 pm.

Recorded by:

Karen Donovan
Clerk - Credit River Township

Approved by:

Chris Kostik
Chairman
Credit River Township