

## **Credit River Township Board Meeting**

**Monday, August 7, 2017 6pm**

### **Minutes**

**Chairman Kostik called the August 7, 2017 Board Meeting to Order at 6:00pm, Pledge of Allegiance**

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

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

#### **1. Approve or Amend Agenda**

Chairman Kostik removed Item 1, Creekwood Park from Old Business, and added MK Tree Farm to Old Business as Item 1. Supervisor Schommer added Grading as Item 1 under Road Report and Signage in Grey Fox as Item 5 under Engineer's Report. Supervisor Lawrence added Minneapolis Gun Club as Item 3 under New Business. Treasurer Hill added to the Treasurer Report: Budget Update as Item 2, Escrow Report as Item 3 and Transfer as Item 4.

**Motion to approve Agenda as amended: Supervisor Lawrence**

**Second: Vice Chairman Novak**

**Motion Passed: 5-0**

#### **2. Consent Agenda**

- 1) July 6, 2017 Board Meeting Minutes

**Motion to approve Consent Agenda: Supervisor Schommer**

**Second: Supervisor Howe**

**Motion Passed: 5-0**

#### **3. Open Forum**

- Resident J. Joberi of 9375 Amber Dr. approached the board regarding an issue with water drainage on his property. He is possibly looking for drain tile as a solution but there is no place for the water to drain. He asked the board for any suggestions. Board recommends Engineer Nelson and Supervisor Schommer to look at area on Tuesday, August 7.
- Commissioner Wolf advised the roundabout construction at CR 68 and CR 27 will be done in 4 weeks, on schedule for the school bus traffic. He also mentioned Spring Lake Township is looking to add turn lane fees to new homes fees.

**4. Old Business**

**1) MK Tree Farm**

Chairman Kostik was informed by Code Enforcement, D. Ekholm, about gravel in the road from a gravel driveway at the MK Tree Farm, in addition residents have complained of the issue. Board discussed options but there is no ordinance preventing and no further action can be done.

Chairman Kostik will follow up with D. Ekholm.

**2) ORI Update**

Chairman Kostik reviewed the documents received from the MN BCA regarding obtaining an ORI (Originating Agency Identifier), which allows the township to receive 2/3rds of criminal fines levied in the township. No costs will be incurred according to the information received by Karen Roatch at the BCA and Ron Hocevar, Scott County Attorney

**Motion to approve Joint Powers Agreement (JPA) Authorized Agency: Vice Chairman Novak**

**Second: Supervisor Schommer**

**Motion Passed: 5-0**

**Motion to approve Data Services Agreement: Supervisor Howe**

**Second: Vice Chairman Novak**

**Motion Passed: 5-0**

**5. New Business**

**1) Territory Development – OP3**

B. Schmitz from OP3 Development Group has been meeting with Scott County regarding developing the remaining land in the Territory Development. Approx. 25 lots are being proposed within HOA with trails, and additional 16 lots with 2.5 acres (individual septic). The developers are targeting development in the spring of 2018. Wet Land Delineation will be redone. Next steps involve the Territory HOA approval of the lots to be developed and to add to the existing wells. Supervisor Lawrence recommends Mr. Schmitz attend the next DRT.

Engineer Nelson commented on the possibility of paving 210<sup>th</sup> St. at the intersection of CR 27 since this could be used to access the properties.

Treasurer Hill will send Mr. Schmitz updated information regarding the escrow balance.

**2) 19031 Highview Court**

Resident Nick Ruba contacted the township looking to increase the size of the pond located on his property. (Was not present at the board meeting-Documents in the drop box). Chairman Kostik asked Engineer Nelson for what process is needed. Engineer Nelson reviewed the process which included that the resident would require a consultant to determine type of wetland and a Wetland Conservation Act permit. Engineer Nelson will contact resident. Escrow may be required if resident decides to proceed which will be discussed with resident.

**3) MPLS Gun Club**

Marty Schmitz contacted Supervisor Lawrence about the MPLS Gun Clubs request to the county to change the date of a shoot because of the 2018 MN State Tournament. The requested change would be from an extended weekend date to an extended week date. The board was in agreement that the change would be acceptable but the MPLS Gun Club would need to communicate the date change to the residents. Supervisor Lawrence will discuss with Marty Schmitz.

**6. Road Report**

**1) Grading**

Supervisor Schommer and Supervisor Lawrence have had calls and emails regarding the need for grading of Murphy Lake Blvd going into Murphy Hanrehan Park. Most calls are from people using the road for hauling horse trailers to the park. Grading is done periodically but the township is not reimbursed by the park services for the grading.

**7. Engineer's Report**

**1) Lucerne Trail Quote**

Engineer Nelson reviewed the Lucerne Tr. project. RFQ's were sent to Mark's Bobcat and Bohnsack. A quote was received (in Drop box) from Mark's Bobcat with Bohnsack subcontracting.

Fill can be taken from the proposed Gallagher Park. The quote included hauling and placement of the fill from the Gallagher Park to the Lucerne Project.

Chairman Kostik questioned the funding for the project. Treasurer Hill explained that the budget has FEMA funds available, but will not cover the entire cost. Remaining part of the project will be budgeted for 2018.

Supervisor Schommer will talk to Mark's Bobcat to have quote good through 2018.

**2) Gallagher Park Quote**

Temporary Construction and Access easement documents are in the drop box. Attorney Ruppe reviewed and the valid date will need to be changed to December 2018. If the land is donated to the township, the ownership will need to be transferred and

temporary construction easement will not be needed. Will on the park will not be done until 2018.

**3) Scottview Irrigation Invoice / General Irrigation Discussion**

Supervisor Schommer reviewed the issue with a resident in Scottview Estates regarding the damage to sprinkler heads (6 sprinkler heads in ROW) during the Scottview road improvement project in 2016. Resident claims 17 heads were damaged.

Board has directed Attorney Ruppe to update the ordinance on ROW obstruction for the September 2017 Board meeting.

**4) Northwest Asphalt Invoice – Scottview Estates**

Engineer Nelson reviewed the invoice from Northwest Asphalt for the additional work done on the drain tile in Scottview Estates. Engineer Nelson recommends payment of \$13,826.74 to Northwest Asphalt.

Additional paperwork is required for the balance due on the invoice for the final payment to Northwest Asphalt.

Additional seeding will also be done in September.

**Motion to approve the payment of the Northwest Asphalt invoice in the amount of \$13,826.74. Supervisor Schommer**

**Second: Vice Chairman Novak**

**Motion Passed: 5-0**

**5) Signage in Grey Fox**

Supervisor Schommer recommended new signage in the Grey Fox area as signs are leaning and faded. Signage replacement will possibly be done in 2018 along with other areas.

**Attorney Ruppe discussed an email received from Rob St. Sauver from Traditions Development regarding the Dakota Ave. Road Use Agreement. Traditions received a quote to overlay the road for \$50,625 from McNamara, however, he felt the road did not need the repair at this time. Engineer Nelson did a site visit and agreed. Chairman Kostik will contact Mr. St. Sauver to discuss options to delay the overlay at this time.**

**8. Treasurer Report**

**1) Stonebridge Finance**

Treasurer Hill reviewed the financial status of the Stonebridge denitrification project. The vendor was approved for the denitrification system during the July 2017 Board Meeting but funding is required as this item is not in the 2017 budget. The Denitrification project is required because of MPCA standard changes. The board discussed options for funding. An assessment can be done on the 32 benefitting

properties. Attorney Ruppe explained that this is not a 429 assessment process. Capital reserve for the Stonebridge subordinate service district is at approximately \$47,000.

Attorney Ruppe will draft a letter to the Stonebridge residents, which will assessed the 32 benefitting properties at \$1,600 per property for 2 years at 6% interests. Notice will be sent with payments due in October or November.

Board authorizes Engineer Nelson to proceed with the denitrification project.

**2) Budget Updates**

Treasurer Hill reviewed the 2018 Budget with the board specifically with some of the changes discussed previously.

**3) Escrow**

Treasurer Hill advised invoices will be sent to outstanding Escrow accounts which are negative.

Tara Farms is at \$371.25. An additional amount of \$1,500 will be requested.

**4) Transfer**

Treasurer Hill requested a transfer of \$120,000 from Savings to Checking for the payment of claims.

**Motion to approve the transfer of \$120,000 from township Savings to Checking:**  
**Supervisor Lawrence**  
**Second: Supervisor Howe**  
**Motion Passed: 5-0**

**9. Clerk's Report**

**10. Town Hall**

**11. Review and Pay Bills**

Reference	Vendor	Date	Amount	Comments
000454E	EFTPS	8/7/2017	\$1,732.18	FICA 6.2, Medicare, Fed WH
000456E	Pera	8/7/2017	\$783.41	Pera withholding
000452E	Anchor Bank	6/5/2017	\$57.00	Bank Fee
000455E	Minnesota Revenue	8//7/2017	\$135.46	State Withholding
000457E	Visa Community Card	8/7/2017	\$33.36	Icontact monthly service fee & hardware
000453E	Wells Fargo Corporate Truse	7/18/2017	\$2,905.00	2009 Go Bond Interest Payment
Paid Chk# 009384	AL NOVAK	8/7/2017	\$923.50	FICA 6.2

Paid Chk# 009385	BRENT LAWRENCE	8/7/2017	\$819.60	FICA 6.2
Paid Chk# 009386	CHRIS KOSTIK	8/7/2017	\$977.05	Comp Plan Meeting - Incorporat
Paid Chk# 009387	DOMINIQUE SCHILKE HILL	8/7/2017	xxxxx	July 2017 Srv Paid in August 2017
Paid Chk# 009388	KAREN DONOVAN	8/7/2017	xxxxx	July 2017 Srv Paid in August 2017
Paid Chk# 009389	LEROY SCHOMMER	8/7/2017	\$757.27	July 2017 Srv Paid in August 2017
Paid Chk# 009390	PAUL HOWE	8/7/2017	\$765.14	July 2017 Srv Paid in August 2017
Paid Chk# 009391	ANGIE HARBAUGH	8/7/2017	\$78.00	Resident paid twice for CSTS
Paid Chk# 009392	BELLE PLAINE BLOCK & TILE INC	8/7/2017	\$220.00	Valley Oaks Project
Paid Chk# 009393	CENTERPOINT ENERGY	8/7/2017	\$15.00	Acct # 5179787-3Town Hall Gas
Paid Chk# 009394	CERTIFIED RECYCLING	8/7/2017	\$285.00	Removal of Hot Tub - 7737 165t
Paid Chk# 009395	CHORES AND MORE BY HEIDI INC	8/7/2017	\$85.00	Town Hall Full Cleaning
Paid Chk# 009396	CITY OF PRIOR LAKE	8/7/2017	\$92,473.50	2017 Fire contract 2nd Payment
Paid Chk# 009397	COLLABORATIVE PLANNING LLC	8/7/2017	\$2,954.25	Comprehensive Planning
Paid Chk# 009398	COLLINS TREE CARE, INC	8/7/2017	\$5,650.00	175th St. & Maxine Circle Tree
Paid Chk# 009399	COURI & RUPPE, P.L.L.P.	8/7/2017	\$3,308.75	Legal fees
Paid Chk# 009400	DOMINIQUE SCHILKE HILL	8/7/2017	\$50.00	July Cell Phone Reimbursement
Paid Chk# 009401	ECM PUBLISHERS INC	8/7/2017	\$24.54	July 6 Board meeting Legal Notice
Paid Chk# 009402	ENVIROTECH SERVICES INC	8/7/2017	\$4,213.00	2017 Gravel Road Maintenance
Paid Chk# 009403	G&K SERVICES	8/7/2017	\$166.40	Town Hall Rug Service - July
Paid Chk# 009404	GALLAGHERS	8/7/2017	\$0.00	Voided - 0 dollars
Paid Chk# 009405	GOPHER STATE ONE CALL	8/7/2017	\$82.35	Utility Locates - Territory
Paid Chk# 009406	HAKANSON ANDERSON ASSOC INC	8/7/2017	\$17,766.35	Engineering Fees
Paid Chk# 009407	INTEGRA TELECOM	8/7/2017	\$656.64	Acct#141989 - H Internet/Email
Paid Chk# 009408	KAREN DONOVAN	8/7/2017	\$70.87	July mileage reimbursement
Paid Chk# 009409		8/7/2017		Voided - duplicate printed
Paid Chk# 009410	MARKS BOBCAT SERVICE, INC.	8/7/2017	\$12,827.62	Town Hall Mowing
Paid Chk# 009411	MATIT	8/7/2017	\$2,000.00	Planning and Zoning Deductible
Paid Chk# 009412	MIKES SEPTIC SERVICE	8/7/2017	\$1,150.00	Septic Tank Pumping - Township
Paid Chk# 009413	MSC	8/7/2017	\$12,214.72	CSTS mowing
Paid Chk# 009414	MVEC	8/7/2017	\$862.74	Acct#777628301-MHSP Elec
Paid Chk# 009415	NATURAL SYSTEMS UTILITIES MN	8/7/2017	\$4,597.29	Territory June 2017 O&M
Paid Chk# 009416	NORTHWEST ASPHALT, INC	8/7/2017	\$13,826.74	Scottview Estates - Interim Pa
Paid Chk# 009417	PAUL HOWE	8/7/2017	\$5.03	July Mileage Reimbursement
Paid Chk# 009418	ROVE PEST CONTROL	8/7/2017	\$75.00	Quarterly Pest Control
Paid Chk# 009419	RYAN JOHNSON CONSTRUCTION, INC	8/7/2017	\$2,000.00	NPDES Escrow Refund - 20376 Bo
Paid Chk# 009420	SARAH LEVOIR	8/7/2017	\$260.00	Consulting
Paid Chk# 009421	SCOTT SOIL & WATER CONSV DIST	8/7/2017	\$4,246.00	April-June 2017 - Building Per
Paid Chk# 009422	STACY A WARD	8/7/2017	\$2,322.00	Access Escrow refund - 19240 O
Paid Chk# 009423	SW NEWSMEDIA	8/7/2017	\$224.04	Agenda -6/5/17Board Meeting No
Paid Chk# 009424	TRANS-ALARM INC.	8/7/2017	\$89.85	Townhall Monitoring Service
Paid Chk# 009425	TRATTLES IRRIGATION	8/7/2017	\$1,126.42	Scottsview Project

Paid Chk# 009426	U.S. BANK EQUIPMENT FINANCE	8/7/2017	\$143.25	Acct#1388554;Lease Payment
Paid Chk# 009427	XCEL ENERGY	8/7/2017	\$8.09	Acct#51-6509820-6 St. Francis
			\$199,719.36	

12. Adjourn

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

Motion to adjourn August 7, 2017 Credit River Township Meeting: Supervisor Lawrence  
 Second: Supervisor Howe  
 Motion Passed: 5-0

The August 7, 2017 Credit River Township Board Meeting was adjourned at 9:00 pm.

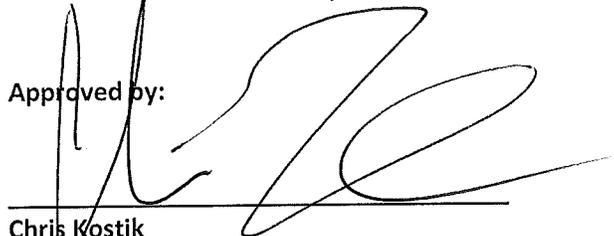
Recorded by:



Karen Donovan  
 Clerk - Credit River Township



Approved by:



Chris Kostik  
 Chairman  
 Credit River Township