

Credit River Township Board Meeting

Wednesday, September 6, 2017 6pm

Meeting Minutes

Chairman Kostik called the September 6, 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, Engineer Nelson, Clerk Donovan

1. Approve or Amend Agenda

Supervisor Lawrence requested to add Whisperer Way CSTS to New Business as Item 3, Supervisor Schommer requested to add Drainage to Road Report as Item 4.

Motion to approve the Agenda as amended: Supervisor Lawrence

Second: Supervisor Howe

Motion Passed: 5-0

2. Consent Agenda

- 1) August 7, 2017 Minutes**
- 2) June 2017 Financial Report**
- 3) July 2017 Financial Report**
- 4) August Developer's Escrow**

Motion to approve Consent Agenda: Supervisor Lawrence

Second: Supervisor Schommer

Motion Passed: 5-0

3. Open Forum

A Sheriff Deputy representative attended the meeting to update the township on activity in the township.

Commissioner Wolf-Updated the status of the Cty 68/Cty 27 Roundabout, which will open by Friday, September 8.

4. Old Business

- 1) Right of Way Obstructions**

Chairman Kostik presented the updated Right of Way Obstructions Ordinance as prepared by Attorney Ruppe at the request of the Board.

Motion to Approve Ordinance 2017-02 regulating the placement of obstructions within the township's right-of-way: Supervisor Howe

Second: Vice Chairman Novak

Motion Passed: 5-0

2) Stonebridge CSTS Denitrification System

Vice Chairman Novak received an email from the Stonebridge HOA regarding the Denitrification System and the assessment for the Denitrification System. Residents from Stonebridge attended the meeting. Engineer Nelson reviewed the requirements from MPCA. The Stonebridge CSTS system has been exceeding the nitrate levels since 2010. A non-compliance notice from the MPCA was received in 2013. A timeline for the project was put together to be in compliance by 2018 which coincides with the permit renewal. Project to be completed by October 31, 2017. Quote for the construction cost has been received and accepted from KA Witt for \$50,500.

J. Berg, Canter Lane:

- Construction cost quoted at \$50,500, assessment at \$1,600 for 32 parcels is \$51,200. What will the difference go towards? The board explained there will be additional operations costs.
- \$95/month fee goes towards Operations, Maintenance and Capital replacements. Can any of the surplus funds go towards the projects? The board explained that the reserve funds cannot be depleted per policy. (Approx. Stonebridge reserve is at approx.. \$49,000). Board also explained the Stonebridge residents previously requested the monthly costs to be kept to a minimum with the plan that if a repair or improvement was needed to be funded, an additional assessment would be made at the time. The township cannot use general township funds to pay for repairs. All CSTS is self-funded.

P. Jacobus, Covered Bridge:

- Is there anything the residents can do to reduce the nitrate levels or could have done to prevent the high nitrate levels? No-
- The Stonebridge HOA is requesting that the siding of the building is Hardie Board siding and match the current well house. Engineer Nelson will communicate to the contractor.
- Can NSU send information on the inspection process? Supervisor Lawrence will work with Shane Symmank from NSU. Pumping is only done on an "as needed" basis based on the inspection.
- Will the assessment be available at the county for pending home sales? No. The county will not have the information until it is certified in November.

A. Lloyd- Canter Lane.

- Questioned what was the MPCA change as the MPCA approved the original system? Also had questions regarding the financials of the Stonebridge CSTS.

Treasurer Hill explained that the Stonebridge CSTS Financial information and all CSTS Financial information are on the township website as part of the Audit information.

- Will the water be turned off during any process that the residents should be aware of during the construction? No.

Treasurer Hill explained to the residents and board that if no one prepays the assessment the township will need to use the Stonebridge CSTS reserve fund as the township is not allowed to use township general funds. Any overages will come out of the Stonebridge CSTS general fund not the township general fund. The Stonebridge CSTS reserve fund will be repaid in the two years.

Supervisor Lawrence asked the residents in attendance what their opinion was on increasing the monthly fees to build the reserve. General opinion is to continue to keep the monthly fees as low as possible.

5. New Business

1) Lake Development

Mr. Lake attended the board meeting regarding the proposed development of his property with approximately 14 lots. The general concept was presented, with a general discussion on the proposed roads and possibility of a temporary cul de sac. Mr. Lake explained he will start the wetland delineation process. Engineer Nelson explained the LGU Wetland Delineation process, fees and DRT process. Board said in concept the development looks good.

2) 21601 Wagon Wheel Tr Pothole

Supervisor Lawrence did a site visit to the area near 21601 Wagon Wheel Tr. regarding a resident call concerning a pothole. A cold patch repair will be done to the area.

3) Whisperer Way

Supervisor Lawrence discussed an issue regarding the CSTS system on a new home on Whisperer Way. The board discussed that any charges to correct the issue should be covered by the homeowner and the homeowner should recover charges from the builder.

6. Road Report

1) Lower 167th Erosion

Supervisor Lawrence discussed the continued erosion issues with Lower 167th. Overall the gravel road is in good condition but the ruts are deep in several areas. The board feels grading will not help. ROW issues effect some of the corrective options. Board does not want to continue to put money into the road without finding a better long-term solution. Supervisor Lawrence and Supervisor Schommer will do a site visit.

2) Sign Replacement

Supervisor Lawrence recommended the replacement of signs in the Murphy Lake Blvd area. A list of signs and posts were provided.

3) Century Lane Repairs

Engineer Nelson reviewed a plan to add drain tile to Century Lane. The plan will remove cattails and get rid of moisture before any road repair. Drain tile will be added to drain to catch basins. Revised plans will be sent to contractor.

4) Drainage

Supervisor Schommer updated the board on a continued drainage issue he has been working on caused by a beaver dam. The beavers will not be removed until fall.

7. Engineer's Report

1) Wagon Wheel Crossing Improvement Project

-Resolution Accepting Feasibility Report and Calling for Public Improvement Hearing

Engineer Nelson reviewed the Feasibility Report of the Wagon Wheel Crossing Improvement Project. Total estimated cost of the reconstruction project is \$776,084, of which the township will pay 40% and assess the remaining 60% to the benefitting properties. The estimated assessed amount will be 31 properties at the full assessment of \$13,900 per unit and 10 properties on Boulder Creek assessed at one quarter assessment of \$3,475 per quarter unit (indirect access).

Estimate does not include individual driveway culverts.

The Gallagher property was not included in the analysis as the driveway was recently moved to Wagon Wheel Tr as part of the Scott County CR 8 project.

New Market is also considering work in Wagon Wheel, but Engineer Nelson felt combining with New Market's road improvement project would not reduce the cost of this project.

Motion to accept Resolution 2017-14, Accepting the Feasibility Study and Calling a Hearing for Wagon Wheel Improvement Project on Monday October 16, 2017 at 7:30 pm: Vice Chairman Novak.

Second: Supervisor Howe

Motion Passed: 5-0

2) Creekwood Improvement Project

-Resolution Accepting Feasibility Report and Calling for Public Improvement Hearing

Engineer Nelson reviewed the Feasibility Report for the Creekwood Improvement Project. Total estimated cost of the reclaiming project is \$767,667, of which the

Township pays 40% and the remaining 60% will be assessed to the benefitting properties or 90 properties at \$5,118 per unit.

Six properties are partially located in Savage. The board discussed the need for either a JPA with Savage to assess properties which would increase costs or can propose a waiver to the residents. Improvement meeting notices will be sent to residents and will be discussed after the hearing.

**Motion to accept Resolution 2017-15, Accepting the Feasibility Study and Calling a Hearing for Creekwood Improvement Project on Monday October 16, 2017 at 6:30 pm:
Supervisor Schommer
Second: Vice Chairman Novak.
Motion Passed: 5-0**

**3) Harvest Hills Overlay Project
-Resolution Accepting Feasibility Report and Calling for Public Improvement Hearing**

Engineer Nelson reviewed the Feasibility Report for the Harvest Hills Improvement Project. The estimate for the overlay is \$130,000, of which the township pays 50% and the remaining 50% is assessed to the benefitting properties or 20 units at \$3,250 per unit.

**Motion to accept Resolution 2017-16, Accepting the Feasibility Study and Calling a Hearing for Harvest Hill Improvement Project on Monday October 16, 2017 at 6:00 pm: Supervisor Howe
Second: Supervisor Lawrence
Motion Passed: 5-0**

4) Road Network Exhibit

Engineer Nelson presented an exhibit with the new proposed roads for the new proposed Territory development and Bridle Path development.

5) Consider Payment for 2017 Overlay Project

Engineer Nelson made a recommendation for the payment to McNamara Contracting in the amount of \$175,842 for payment on the 2017 Overlay Project.

**Motion to approve payment of \$175,842 to McNamara Contracting: Supervisor Lawrence
Second: Supervisor Schommer
Motion Passed: 5-0**

8. Treasurer Report

1) Transfer

Treasurer Hill requested a transfer of \$175,000 from Saving to Checking for the payment of claims.

**Motion to approve the transfer of \$175,000 from the township Savings to Checking:
Supervisor Lawrence
Second: Supervisor Schommer
Motion Passed: 5-0**

2) Banyon Training

Treasurer Hill requested to attend additional Banyon training at a cost of \$200. The board was in agreement that Treasurer Hill should attend the training.

3) Budget/Levy Presentation

Treasurer Hill reviewed the Budget and Levy presentation with the board which will be presented at the Continuation of the Annual Meeting on September 11, 2017.

9. Clerk's Report

10. Town Hall

1) 2018 Elections

Supervisor Howe announced he will most likely not run for another term in March 2018.

11. Review and Pay Bills

Check Number	Vendor	Date	Amount	Comments
459E	Minnesota Revenue	9/6/2017	\$133.09	State WH
460E	EFTPS	9/6/2017	\$1,717.44	Fica, Medicare, Fed WH
461E	PERA	9/6/2017	\$761.91	Pera Payment
458E	Anchor Bank	7/5/2017	\$68.00	Bank Fees
462 E	Visa Community Card	9/6/2017	\$197.98	iContace, Paper, Postage
Paid Chk# 009428	AL NOVAK	9/6/2017	\$780.36	Aug 2017 Srv Paid in Sept 2017
Paid Chk# 009429	BRENT LAWRENCE	9/6/2017	\$858.85	Aug 2017 Srv Paid in Sept 2017
Paid Chk# 009430	CHRIS KOSTIK	9/6/2017	\$820.59	Aug 2017 Srv Paid in Sept 2017
Paid Chk# 009431	DOMINIQUE SCHILKE HILL	9/6/2017	xxxxx	Aug 2017 Srv Paid in Sept 2017
Paid Chk# 009432	KAREN DONOVAN	9/6/2017	xxxxx	Aug 2017 Srv Paid in Sept 2017
Paid Chk# 009433	LEROY SCHOMMER	9/6/2017	\$849.62	Aug 2017 Srv Paid in Sept 2017
Paid Chk# 009434	PAUL HOWE	9/6/2017	\$888.34	Aug 2017 Srv Paid in Sept 2017
Paid Chk# 009435	AL NOVAK	9/6/2017	\$10.70	August Mileage Reimbursement
Paid Chk# 009436	BRENT LAWRENCE	9/6/2017	\$10.70	August Mileage Reimbursement
Paid Chk# 009437	CENTERPOINT ENERGY	9/6/2017	\$15.00	Acct # 5179787-3Town Hall Gas

Paid Chk# 009438	CERTIFIED RECYCLING	9/6/2017	\$100.00	Removal of TVs, Mowers, Fridge
Paid Chk# 009439	CHORES AND MORE BY HEIDI INC	9/6/2017	\$90.00	Town Hall Full Cleaning4/25
Paid Chk# 009440	CHRIS KOSTIK	9/6/2017	\$50.41	Reimbursement Chain saw supplies
Paid Chk# 009441	COURI & RUPPE, P.L.L.P.	9/6/2017	\$693.75	General Township Legal Fees
Paid Chk# 009442	DOMINIQUE SCHILKE HILL	9/6/2017	\$50.00	Aug Cell Phone Reimbursement
Paid Chk# 009443	ECM PUBLISHERS INC	9/6/2017	\$57.26	Sept 6 Board Meeting Legal Notice
Paid Chk# 009444	G&K SERVICES	9/6/2017	\$41.60	Town Hall Rug Service - July
Paid Chk# 009445	GALLAGHERS	9/6/2017	\$4,987.00	Blade Gravel Roads
Paid Chk# 009446	GOPHER STATE ONE CALL	9/6/2017	\$45.90	Utility Locates
Paid Chk# 009447	HAKANSON ANDERSON ASSOC INC	9/6/2017	\$7,442.24	General Engineering
Paid Chk# 009448	INTEGRA TELECOM	9/6/2017	\$656.23	Acct#141989 - H Internet/Email
Paid Chk# 009449	KAREN DONOVAN	9/6/2017	\$63.91	Cell Phone Reimbursement August
Paid Chk# 009450	MARKS BOBCAT SERVICE, INC.	9/6/2017	\$2,000.00	Town Hall and Park Mowing
Paid Chk# 009451	MCNAMARA CONSTRUCTION	9/6/2017	\$175,842.00	Valley Oaks, Century Hills Project Payment
Paid Chk# 009452	MVEC	9/6/2017	\$871.72	Acct#777628301-Town Hall Elec
Paid Chk# 009453	NATURAL SYSTEMS UTILITIES MN	9/6/2017	\$8,391.13	Stonebridge July2017 O&M
Paid Chk# 009454	PAUL HOWE	9/6/2017	\$9.74	August Mileage Reimbursement
Paid Chk# 009455	SARAH LEVOIR	9/6/2017	\$195.00	Consulting
Paid Chk# 009456	U.S. BANK EQUIPMENT FINANCE	9/6/2017	\$143.25	Acct#1388554;Lease Payment
Paid Chk# 009457	XCEL ENERGY	9/6/2017	\$8.15	Acct#51-6509820-6 St. Francis
			\$212,603.82	

12. Adjourn

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

Motion to adjourn September 6, 2017 Credit River Township Meeting: Vice Chairman Novak
 Second: Supervisor Howe
 Motion Passed: 5-0

The September 6, 2017 Credit River Township Board Meeting was adjourned at 8:55 pm.

Recorded by:

Karen Donovan
 Clerk - Credit River Township

Approved by:

**Chris Kostik
Chairman
Credit River Township**