

Credit River Township Board Meeting

Monday, August 6, 2018 7:00 pm

Meeting Minutes

Chairman Kostik called the August 6, 2018 Board Meeting to Order at 7:00 pm, Pledge of Allegiance

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

Members Absent: Vice Chairman Novak

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

1. Approve or Amend Agenda

Motion to approve the Agenda as stated: Supervisor Lawrence

Second: Supervisor Schommer

Motion Passed: 4-0

2. Consent Agenda

- 1) June 4, 2018 Meeting Minutes**
- 2) July 9, 2018 Meeting Minutes**
- 3) Developer's Escrow**

Motion to approve the Consent Agenda: Supervisor Schommer

Second: Supervisor Howe

Motion Passed: 4-0

3. Open Forum

- Terry Cable, Fern Drive. What will be done with the piece of asphalt that was to be repaired at Lucerne Tr.? Engineer Nelson explained the repair and quote was approved with Chard in 2016, however, was work not completed before the freeze. Engineer Nelson will contact the contractor doing work Wagonwheel to see if they can complete the project.
- Matt Prettyman, real estate agent representing Feldman's requesting status on the 2040 Comp Plan and if any input can be given. The board requested Mr. Prettyman contact the township planner, Cindy Nash

4. Old Business

5. New Business

1) Clemwood Drive / ROW for Extension

Engineer Nelson discussed an email received from the Hiemstra's at 21196 Clemwood Dr. regarding the temporary Cul de Sac at the end of Clemwood and can the township consider vacating the easement.

Attorney Ruppe reviewed the processes available if the resident would like to move forward and will send the information to Supervisor Lawrence who will respond to the resident.

Vacating easement will require additional process through the township and an escrow of \$1,000.

2) Kane Property Access - Parcel ID: 049200010

John Kane, owner of property located near the proposed Tara Farms development (PID 049200010), is landlocked along with Skluzacek property (PID 049200020). Mr. Kane is asking if a road can be extended from the Tara Farm Development to his property to allow access to the property.

Attorney Ruppe discussed a Mandatory Cartway option for landlocked property. Statutory procedure would be required. Mr. Kane prefers not to go through the Cartway process.

The board discussed that the board had already given their recommendation for approval of the Tara Farms Preliminary Plat to the Scott County Planning Commission. The Township Board can amend their recommendation to the planning commission since the Final Plat has not approved by the Scott County Board.

According to Mr. Kane, the Tara Farms developer, OnSite Marketing, is on record stating he would reach out to the property owner. Mr. Kane advised that the OnSite Marketing, has not contacted him. Supervisor Schommer requests that the county look into Mr. Kane's request further.

The Tara Farms Preliminary Plat has been approved by the Planning Commission. A County Board Meeting will take place on August 21, although it was not confirmed the Tara Farms was on the agenda.

**Motion to recommend Scott County Board consider access to the Kane property PID 049200010 prior to the preliminary plat approval of the Tara Farms Development:
Supervisor Schommer
Second: none heard**

The board would like additional information from Mr. Kane before a decision can be made to amend the board's recommendation to the planning commission on the Tara Farms preliminary plat.

A Special Meeting with the board and Mr. Kane has been requested to further discuss options, which will take place on Monday, August 20, 2018 at 5:00pm. An Escrow of \$500 is required from Mr. Kane prior to the meeting.

Board requests the following information by August 17, from Mr. Kane (Greg Halling-Engineer will provide to the board).

Is this a buildable lot, how many lots?

Would Scott County allow a home on an official cartway?

Mr. Kane and Developer, OnSite Marketing, need to discuss if something can be worked out without the involvement of the township and the county board.

\$80 per meeting per board member. Staff to attend: Clerk Donovan

3) Modjeski Development

Greg Halling, Engineer for the Modjeski proposed development (ghost platted with 2.5 acres lots and conceptual lots have approx. 24 lots but the developer would like to have approx. 30-40 lots). Mr. Halling stated the developer has general questions on if the township would be open to an option to use CSTS in this area to allow for additional lots with a possible area for higher density lots utilizing the Open Space Design. Also, does the board have any issues with current CSTS systems? Board advised there are CSTS areas within Credit River Township with various costs per system and developments have utilized the OSD (Open Space Design) for the higher density lots. The board stated there are no issues currently with CSTS. The developers have commented cost is a factor and lots do not sell as fast. Engineer Nelson advised that this area currently has only one access and additional access will be required by the county.

4) Utilities Fees

Supervisor Schommer advised that currently Credit River utility fees are the lowest in the area and should be reviewed. Chairman Kostik recommended to review the rate schedule. All fees will be reviewed at the September board meeting. Attorney Ruppe recommended a fee ordinance review.

6. Road Report

7. Engineer's Report

1) Creekwood Project Update

a. Road Culvert Size - 7261 Creekwood Lane

Engineer Nelson and Supervisor Schommer did a site visit to look at the culvert at 7261 Creekwood Ln. It was determined the culvert will not be enlarged but a flared end will be added.

b. Driveway Paving / Matching

Residents are coordinating the paving of driveways throughout the Creekwood Development. The policy states driveways will be repaved to the area removed. No credit will be given to the area the residents are paving, if they choose to repave entire driveways.

c. Striping near CR 27 entrance

Center striping near the Creekwood entrance was not included in the original project. A separate contract would be required. Since additional striping areas are required within the township, Engineer Nelson will look at striping as a separate project.

2) Wagonwheel Project Update

Engineer Nelson updated the status of the Wagonwheel improvement project. McNamara will replace culverts and afterwards will reclaim the road.

3) CIP Approval

Treasurer Hill presented CIP options with bond and without bond to include the 210th and Nevada Ave proposed improvement projects.

Board preferred not to bond for 2019.

The 5 year CIP was reviewed:

- 210th and Nevada to be moved to 2019
- Grey Fox overlay will move to 2021

Engineer Nelson will revise the 5 year CIP.

Motion to approve the 5 year CIP with the changes as noted: Supervisor Lawrence

Second: Supervisor Schommer

Motion Passed: 4-0

4) Gallagher Park

Work completed on Gallagher Park. Invoice received from BKJ Excavating for \$37,400. Engineer Nelson recommends payment.

Motion to approve payment of \$37,400.00 to BKJ Excavating for work done on

Gallagher Park: Supervisor Schommer

Second: Supervisor Howe

Motion Passed: 4-0

Gallagher Park Preliminary Plat to be sent to Scott County for approval of Out lot A (1.33 acres).

Motion to recommend approval of Preliminary Plat Out lot A (Gallagher Park):

Supervisor Howe

Second: Supervisor Schommer

5) Lucerne Trail

Engineer Nelson recommends payment of invoice for \$68,603.03 to BKJ Excavating for work done on Lucerne Trail. Additional charge was for stump removal and barbed wire fence removal.

Motion to approve payment to BKJ Excavating for \$68,603.03: Supervisor Lawrence

Second: Supervisor Howe

Motion Passed: 4-0

8. Treasurer Report

1) Transfer funds

Treasurer Hill is requesting a transfer of \$190,000 from savings to checking for the payment of claims.

Motion to approve the transfer of \$190,000 from savings to checking: Supervisor Lawrence
Second: Supervisor Schommer
Motion Passed: 4-0

2) Budget

Treasurer Hill will update budget with the approved 5 year CIP.

Supervisor Lawrence recommended a bonus to Treasurer Hill for time spent covering for Clerk Donovan during her absence and thanked her for her support.

Motion to approve a bonus of \$500 to Treasurer Hill: Supervisor Lawrence
Second: Supervisor Schommer
Motion Passed: 4-0

9. Clerk's Report

Check Number	Vendor	Date	Amount	Comments
516E	Pera	8/6/2018	\$806.04	Pera
515E	Visa Comm Card	8/6/2018	\$14.00	iContact
517E	Minnesota Revenue	8/6/2018	\$277.35	State Withholding
518E	EFTPS	8/6/2018	\$1,878.18	Fica, Medicare, Fed WH
514E	Old National	8/6/2018	\$16.00	wire fee bond
Paid Chk# 009861	AL NOVAK	8/6/2018	\$695.80	July 2018 Srv Paid in Aug 2018
Paid Chk# 009862	BRENT LAWRENCE	8/6/2018	\$1,012.73	July 2018 Srv Paid in Aug 2018
Paid Chk# 009863	CHRIS KOSTIK	8/6/2018	\$626.25	July 2018 Srv Paid in Aug 2018
Paid Chk# 009864	DOMINIQUE SCHILKE HILL	8/6/2018	xxxx	July 2018 Srv Paid in Aug 2018
Paid Chk# 009865	KAREN DONOVAN	8/6/2018	xxxx	July 2018 Srv Paid in Aug 2018
Paid Chk# 009866	LEROY SCHOMMER	8/6/2018	\$1,006.61	July 2018 Srv Paid in Aug 2018
Paid Chk# 009867	PAUL HOWE	8/6/2018	\$778.95	July 2018 Srv Paid in Aug 2018
Paid Chk# 009868	BKJ EXCAVATING	8/6/2018	\$106,003.03	Gallagher Park & Lucerne Project
Paid Chk# 009869	BRENT LAWRENCE	8/6/2018	\$32.16	July Mileage Reimbursement
Paid Chk# 009870	CENTERPOINT ENERGY	8/6/2018	\$16.98	Acct#5179787-6; Town Hall Gas
Paid Chk# 009871	CHRIS KOSTIK	8/6/2018	\$4.36	July Mileage Reimbursement
Paid Chk# 009872	CINTAS	8/6/2018	\$81.68	Town Rug Service
Paid Chk# 009873	CITY OF PRIOR LAKE	8/6/2018	\$93,504.50	Fire Contract 2nd Half
Paid Chk# 009874	COLLABORATIVE PLANNING LLC	8/6/2018	\$1,843.25	Comp Plan Zoning
Paid Chk# 009875	COLLINS TREE CARE, INC	8/6/2018	\$600.00	Remove willow tree overhanging
Paid Chk# 009876	COURI & RUPPE, P.L.L.P.	8/6/2018	\$4,815.00	Legal Expense
Paid Chk# 009877	DOMINIQUE SCHILKE HILL	8/6/2018	\$69.62	Cell Phone, Mileage Fire meeting
Paid Chk# 009878	ECM PUBLISHERS INC	8/6/2018	\$24.54	Agenda - 07/09/2018 Board Meet
Paid Chk# 009879	GOPHER STATE ONE CALL	8/6/2018	\$45.90	Utility Locates - Township
Paid Chk# 009880	INTEGRA TELECOM	8/6/2018	\$657.10	Acct#141989 - Town Hall Intern
Paid Chk# 009881	KAREN DONOVAN	8/6/2018	\$64.17	Cell Phone, Mileage Reimbursement
Paid Chk# 009882	KEVIN DONOVAN	8/6/2018	\$72.00	Deputy Clerk Time 3 hours
Paid Chk# 009883	MARKS BOBCAT SERVICE, INC.	8/6/2018	\$2,000.00	Town hall Grass
Paid Chk# 009884	MSC	8/6/2018	\$12,214.72	Mow CSTS - Stonebridge
Paid Chk# 009885	MVEC	8/6/2018	\$826.99	Acct#777628301 - Territory Ele
Paid Chk# 009886	NATURAL SYSTEMS UTILITIES MN	8/6/2018	\$5,460.44	MHSP June 2018 Vericome Fee

Paid Chk# 009887	SW NEWSMEDIA	8/6/2018	\$45.40	Board Meeting June 4, 2018
Paid Chk# 009888	TRANS-ALARM INC.	8/6/2018	\$95.85	Town Hall Alarm Monitor Service
Paid Chk# 009889	U.S. BANK EQUIPMENT FINANCE	8/6/2018	\$143.25	Acct#1388554; Lease Payment Co
Paid Chk# 009890	XCEL ENERGY	8/6/2018	\$8.03	Acct#51-6509820-6; St. Francis
			\$239,825.20	

10. Town Hall

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 the August 6, 2018 Credit River Township Meeting: Supervisor Lawrence
 Second: Supervisor Howe
 Motion Passed: 4-0

The August 6, 2018 Credit River Township Board Meeting was adjourned on August 6, 2018 at 9:55 pm.

Recorded by:

Karen Donovan
 Clerk - Credit River Township

Approved by:

Chris Kostik
 Chairman - Credit River Township