

Credit River Township Board Meeting

Monday, March 5, 2018 6pm

Meeting Minutes-Final

Chairman Kostik called the March 5, 2018 Board Meeting to Order at 6:00pm, Pledge of Allegiance

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

Members Absent: Vice Chairman Novak

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

Treasurer Hill requested to move the January 2018 Developer's Escrow from the Consent Agenda to the Treasurer's Report as Item 3.

2017 Audit Report Presentation will be moved to April due to weather.

Motion to approve the Agenda as amended: Supervisor Lawrence

Second: Supervisor Howe

Motion Passed: 4-0

2. Consent Agenda

1) February 5, 2018 Board Meeting Minutes

2) 2018 Board of Audit Meeting Minutes

3) January 2018 Treasurer's Report

Motion to approve the Consent Agenda: Supervisor Lawrence

Second: Supervisor Schommer

Motion Passed: 4-0

3. 2017 Audit Report Presentation

Moved to April 2, 2018 Board Meeting.

4. Open Forum

- Nate Krueger approached the board for the townships recommendation on the Interim Use Permit for Krueger Excavating to operate a Home Extended Business. The Scott County Staff Report was reviewed.

Board will make the recommendation to Scott County.

Motion for recommendation based on the criteria for approval listed in the Scott County Staff Report, recommend approval of the Interim Use Permit for Nate Krueger, Krueger Excavating, Inc. to operate a Home Extended Business: Supervisor Schommer

Second: Supervisor Howe

Motion Passed: 4-0

- Deputy Lueck from the Scott County Sheriff's department reviewed activity in the township. Mentioned the plows have done a good job with snowplowing.
- Commissioner Wolf- Scott County is trying to purchase land for County Rd 27 project. Intersection of CR 21/CR 27 will get an updated signal light with a flashing yellow left turn light.

5. Old Business

6. New Business

1) Park Equipment Inspections

Supervisor Lawrence reviewed the information sent out by Supervisor Howe regarding Park Equipment inspections. The board recommends continuing one time inspection per year and to start using the approved inspection form.

2) Myrmel Wind Turbine

Resident Kevin Myrmel, 18525 Texas Ave, would like to install a wind turbine. The turbine would have a 80 ft. tower with 26 ft. blades. The township zoning does not allow wind turbines in RR2 zone, however, this is for 2.5 acres and Mr. Myrmel's property is 10 acres. The Board asked for input from Attorney Ruppe, who mentioned Credit River Township Planner Cindy Nash recommended no action at this time as further information and research is needed.

3) Review Draft Resolution Assuming Zoning

Attorney Ruppe prepared a resolution draft for Assuming Zoning for the Board's review only. Attorney Ruppe will send a copy to Brad Davis and Marty Schmitz for their review.

7. Road Report

8. Engineer's Report

1) Lucerne Trail Quotes

Engineer Nelson advised RFQ's received back regarding the Lucerne Trail Project. BKJ Land Co. was the lowest quote at \$49,993.55. Engineer Nelson recommended to the board to accept quote.

Motion to accept the quote of \$49, 993.55 from BKJ Land Co. for the Lucerne Trail Project: Supervisor Howe

Second: Supervisor Schommer

Motion Passed: 4-0

Tree Removal notice needs to be sent out, waiver will be requested as the preferred method. Attorney Ruppe will send a copy of the notice to Engineer Nelson.

Temporary easement also needed for the Van Zee Property.

2) Gallagher Park Quotes

Engineer Nelson advised the RFQ's were received for the Gallagher Park Project. BKJ Land Co had the lowest quote of \$36,900. Engineer Nelson is recommending the board accept the BKJ Land Co. quote.

**Motion to accept the BKJ Land Co. quote of \$36,900 for the Gallagher Park project:
Supervisor Lawrence
Second: Supervisor Howe
Motion Passed: 4-0**

The property owner has signed a Temporary Access and Construction Easement Agreement.

3) Creekwood Improvement Project

Engineer Nelson updated the Creekwood Improvement project costs for the bond issuance costs, capitalized interest was not included. Project budgets have been updated. The Creekwood project budget was revised to increase contingency and for culverts. The revised Creekwood Improvement estimate is \$816,000, the original feasibility estimate was \$776,667.

Four properties could go through Savage (one property owner has signed the waiver form). Supervisor Schommer will bring a waiver to the three properties. Attorney Ruppe will communicate with Savage the additional effort to obtain the waivers.

Proposed assessment hearing will be held on May 3, 2018 at 8pm.

4) Wagonwheel Improvement Project

Wagonwheel Improvement Project estimate has been updated to include the financing costs which didn't increase the estimate. The estimate for the Wagonwheel Improvement project is \$776,084.

Proposed assessment hearing will be held on May 3, 2018 at 7pm.

5) Harvest Hills Overlay

Harvest Hills Overlay estimate has been updated to include the financing cost which didn't increase the estimate. The estimate for the Harvest Hill Overlay project is \$130,000.

Proposed assessment hearing will be held on May 3, 2018 at 6:30pm.

9. Treasurer Report

1) Transfer Funds

Treasurer Hill requested a transfer of \$80,000 from savings to checking for the payment of claims.

Motion to approve the transfer of \$80,000 from savings to checking: Supervisor Lawrence
Second: Supervisor Schommer
Motion Passed: 4-0

2) Banyon Payroll System

Treasurer Hill proposed the purchasing of the Payroll software system from Banyon. Proposal from Banyon was \$3,685 with direct deposit option, without direct deposit would be \$3,185. Expense checks would continue to be a paper check.

Motion to approve the \$3,685 Banyon Payroll Software Proposal with direct deposit: Supervisor Lawrence
Second: Supervisor Howe
Motion passed: 4-0

3) January 2018 Developer's Escrow Statement

Treasurer Hill has had issues with account naming for Developer Escrow accounts. She has been working with Engineer Nelson and Attorney Ruppe to develop a consistent system. Going forward the account numbers used by Engineer Nelson will be used for consistency.

10. Clerk's Report

1) 2018 Annual Meeting

Clerk Donovan reviewed the agenda for the Annual Meeting.

11. Town Hall

12. Review and Pay Bills

Check #	Vendor	Date	Amount	Comments
490E	Anchor Bank	1/5/2018	\$40.00	Monthly Bank Fee
494E	Visa Community Card	3/5/2018	\$256.06	Paper and Postage
493E	Pera	3/5/2018	\$737.52	February 2018 Svc Paid in March 2018
492E	EFTPS	3/5/2018	\$1,487.31	February 2018 Svc Paid in March 2018
491E	Minnesota Revenue	3/5/2018	\$67.29	February 2018 Svc Paid in March 2018
Paid Chk# 009663	AL NOVAK	3/5/2018	\$600.27	February 2018 Svc Paid in March 2018
Paid Chk# 009664	BRENT LAWRENCE	3/5/2018	\$932.73	February 2018 Svc Paid in March 2018
Paid Chk# 009665	CHRIS KOSTIK	3/5/2018	\$647.59	February 2018 Svc Paid in March 2018
Paid Chk# 009666	DOMINIQUE SCHILKE HILL	3/5/2018	xxxxx	February 2018 Svc Paid in March 2018
Paid Chk# 009667	KAREN DONOVAN	3/5/2018	xxxxx	February 2018 Svc Paid in March 2018
Paid Chk# 009668	LEROY SCHOMMER	3/5/2018	\$858.85	February 2018 Svc Paid in March 2018
Paid Chk# 009669	PAUL HOWE	3/5/2018	\$848.55	February 2018 Svc Paid in March 2018
Paid Chk# 009670	BRYAN ROCK PRODUCTS INC	3/5/2018	\$576.35	2018 Winter Road Mtc
Paid Chk# 009671	CENTERPOINT ENERGY	3/5/2018	\$167.54	Acct#5179787-6; Town Hall Gas
Paid Chk# 009672	CHORES AND MORE BY HEIDI INC	3/5/2018	\$100.35	Town Hall Full Cleans

Paid Chk# 009673	CITY OF LAKEVILLE	3/5/2018	\$760.12	Plowing & Deicing Judicial Roa
Paid Chk# 009674	COLLABORATIVE PLANNING LLC	3/5/2018	\$934.25	Comprehensive Planning
Paid Chk# 009675	COURI & RUPPE, P.L.L.P.	3/5/2018	\$3,705.00	Legal Expenses
Paid Chk# 009676	DOMINIQUE SCHILKE HILL	3/5/2018	\$50.00	cell phone reimbursement
Paid Chk# 009677	ECM PUBLISHERS INC	3/5/2018	\$89.98	Agenda - 02/05/2018 Board Meet
Paid Chk# 009678	GALLAGHERS	3/5/2018	\$20,815.75	February Winter Road Mtc
Paid Chk# 009679	HAKANSON ANDERSON ASSOC INC	3/5/2018	\$44,767.20	Engineering Expenses
Paid Chk# 009680	INTEGRA TELECOM	3/5/2018	\$659.05	Telephone
Paid Chk# 009681	KAREN DONOVAN	3/5/2018	\$57.09	Expense Reimbursement
Paid Chk# 009682	MARKS BOBCAT SERVICE, INC.	3/5/2018	\$2,135.00	Snow Plowing
Paid Chk# 009683	MVEC	3/5/2018	\$884.58	Electric
Paid Chk# 009684	NATURAL SYSTEMS UTILITIES MN	3/5/2018	\$5,085.77	CSTS
Paid Chk# 009685	SARAH LEVOIR	3/5/2018	\$260.00	Consulting January
Paid Chk# 009686	SCOTT COUNTY ACCOUNTING DEPART	3/5/2018	\$361.00	Tax Input & Set up Fees
Paid Chk# 009687	SCOTT COUNTY ASSOCIATION TWPS	3/5/2018	\$2,174.48	2018 Minnesota Association of Township Dues
Paid Chk# 009688	SCOTT SOIL & WATER CONSV DIST	3/5/2018	\$88.00	Building Permit Inspections
Paid Chk# 009689	U.S. BANK EQUIPMENT FINANCE	3/5/2018	\$143.25	Acct#1388554; Lease Payment Co
Paid Chk# 009690	WELLS FARGO BANK	3/5/2018	\$375.00	Acct#CRED209AGOI - 2018 Fee
Paid Chk# 009691	XCEL ENERGY	3/5/2018	\$8.88	Acct#51-6509820-6; St. Francis
			\$94,584.19	

13. Adjourn

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

Motion to adjourn the March 5, 2018 Credit River Township Meeting: Supervisor Lawrence

Second: Supervisor Howe

Motion Passed: 4-0

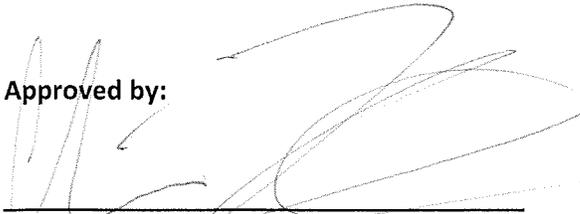
The March 5, 2018 Credit River Township Board Meeting was adjourned at 7:45 pm.

Recorded by:



Karen Donovan
Clerk - Credit River Township

Approved by:



Chris Kostik
Chairman
Credit River Township