

Credit River Township Board Meeting

Thursday, November 8, 2018 6pm

Board Meeting Minutes-Final

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

Motion to approve agenda: Supervisor Lawrence

Second: Supervisor Schommer

Motion Passed: 4-0

2. Consent Agenda

3. Open Forum

None heard

Deputy Lueck attended to review activity in the township.

4. Old Business

1) Margaret Lane Repair in Grey Fox

Engineer Nelson advised the board of a letter sent to Schwarz Builders regarding damage done to Margaret Lane in the Grey Fox development in front of the home under construction. An estimate was received from Prior lake Black Top. Repairs will be done in the spring of 2019.

2) Tara Farm Developer's Agreement

Attorney Ruppe advised an early draft of the Tara Farms Developer's Agreement is in process based on County Report. Attorney Justin Weinberg for Tara Farm's Development and Gary Tupy attended meeting. There was a discussion of Tara Farms Developers plan to final plat the entire development and develop and complete infrastructure in phases.

Attorney Ruppe commented that this is a departure from how it is typically done in Scott County where it is built to final plat in phases.

Supervisor Lawrence stated consistency will need to be followed in the future for any developers if this concept is allowed in the Developer's Agreement, as this sets a precedent.

Supervisor Schommer recommends meeting with Scott County to discuss.

Attorney Ruppe & Tara Farms Attorney for Development reviewed areas in the Developers Agreement draft to consider changes to be made or discussed areas: Surety, reducing Letters of Credit Language, Road Lot Fees & Turn Lane.

Project date of 2020 will coincide with finishing 210th & Nevada CIP in 2019.

Tara Farms is asking for a grading permit for the holding pond, so this can be done in December rather than the spring. Engineer Nelson does not see a problem in allowing this to be done.

5. New Business

1) Casey's Addition Access

After attending County Rd 27 open house and hearing comments from residents, Supervisor Lawrence would like board to consider surveying the easement for a trail in Casey's Addition. Chairman Kostik requested Engineer Nelson look at road connection versus trail study design concept, with options and costs estimates for budgeting in 2020. Neighborhood meeting would need to be held for a design concept.

2) Heritage Links Liquor License

Mr. Zweber attended meeting to seek renewal of the Heritage Links liquor license.

Motion to approve Resolution 2018-24 recommending renewal of the Heritage Links Liquor License: Supervisor Lawrence

Second: Supervisor Howe

Motion Passed: 4-0

3) Hampshire Avenue-City of Savage

Supervisor Lawrence advised board of patching done on Hampshire Ave by the City of Savage. Savage contacted Supervisor Lawrence regarding the township's future for Hampshire Ave. Credit River has no current CIP for Hampshire Ave. A meeting will need to be held with Savage regarding options for long term solutions with future developments and bridge options. Chairman Kostik will communicate with Savage.

4) 9725 Lower 167th St E- 1991 Vacate Public Hearing

Dan & Jacque Cloninger notified the township of a November 1991 Notice to Vacate Public Hearing, which was found by Scott County regarding vacating an area near their property located at 9725 Lower 167th. Attorney Ruppe stated since there is not enough legal document evidence and the vacate was never recorded with the county, the vacate process cannot be considered completed. Attorney Ruppe's opinion is that this process would need to be done again. If the Cloninger's would like to proceed to vacate they would need to provide to the township; an Escrow of \$1,000, a legal description and a Certificate of Survey. Approximate cost would be about \$700.

5) **7690 Cress View Dr.- Drainage**

Bill Markert, 7690 Cress View Dr., attended meeting with concerns regarding the drainage from Meadow View into 7690 Cress View. Supervisor Schommer did remove muskrats and drainage improved temporarily. Mr. Markert advised he needs to remove debris weekly to help with drainage or water continues to raise to levels near his home.

Engineer Nelson will investigate some solutions.

6) **Territory 5th Addition Final Plat Extension Request**

Engineer Nelson advised the board that the Territory HOA is currently holding up the final plat for Territory 5th Addition and is seeking an extension of the final plat.

Motion to approve an assessment agreement with Territory 5th addition contingent on Attorney Review: Chairman Schommer

Second: Supervisor Howe

Motion Passed: 4-0

Motion to recommend approval of the Territory 5th Addition Preliminary Plat extension request contingent on the developer entering into an Assessment Agreement with Credit River Township for 210th St: Supervisor Howe

Second: Supervisor Schommer

Motion Passed: 4-0

Recommendation to be sent to county staff by Clerk Donovan.

6. **Road Report**

7. **Engineer's Report**

1) **Wagonwheel Pay Estimate 2**

Engineer Nelson recommends payment of \$5,348.22 to McNamara Contracting for Pay Estimate #2 for work done on the Wagonwheel road improvement project.

Motion to approve pay estimate #2 to McNamara Contracting in the amount of \$5,348.22: Supervisor Schommer

Second: Supervisor Howe

Motion Passed: 4-0

2) **Creekwood Road Damage**

Engineer Nelson advised board that several Creekwood residents hired a private contractor to repave driveways. The contractor caused damage to several areas which Engineer Nelson estimates at approximately \$5,000 in damage. Engineer Nelson will have an estimate done for remilling and repaving. Chairman Kostik will review letter drafted from Attorney Ruppe.

3) Standard Plate Updates

Engineer Nelson requested approval of plates for streets & signs. Changes discussed.

Motion to approve standard plates as shown with updates. Supervisor Lawrence

Second: Supervisor Howe

Motion Passed: 4-0

Additional information discussed:

- Lake Estates: Preliminary Plat received for Lake Estates. Escrow has not been received.
- Action Overhead Door: Discussed future addition as discussed from the DRT Meeting. Action Overhead Door may be requesting a grading permit to do work for pad in advance rather than doing in the spring.

8. Treasurer Report

1) Transfer

Due to the receipt of 2018 CIP assessment payments, Treasurer Hill requested a transfer of \$30,000 from Checking to Savings.

Motion to approve the transfer of \$30,000 from Checking to Savings: Supervisor Lawrence

Second: Supervisor Schommer

Motion Passed: 4-0

9. Clerk's Report

1) 2019 Board Meeting Calendar

Clerk Donovan presented the board with the 2019 Board Meeting Calendar for review.

Motion to approve the 2019 Board Meeting Calendar: Supervisor Schommer

Second: Supervisor Lawrence

Motion Passed: 4-0

10. Town Hall

11. Review and Pay Bills

	Vendor	Date	Amount	Comments
9969E	Visa	11/8/2018	\$240.00	Postage CSTS and Township
9970E	EFTS	11/8/2018	\$1,995.83	FICA, Medicare, Fed WH
9971E	Minnesota Revenue	11/8/2018	\$844.25	MN WH
9972E	Pera	11/8/2018	\$298.82	Pera
Paid Chk# 009969	AL NOVAK	11/8/2018	\$665.00	Oct 2018 Svc Paid in Nov 2018
Paid Chk# 009970	BRENT LAWRENCE	11/8/2018	\$1,094.36	Oct 2018 Svc Paid in Nov 2018
Paid Chk# 009971	CHRIS KOSTIK	11/8/2018	\$626.25	Oct 2018 Svc Paid in Nov 2018
Paid Chk# 009972	DOMINIQUE SCHILKE HILL	11/8/2018	xxxxx	Oct 2018 Svc Paid in Nov 2018
Paid Chk# 009973	KAREN DONOVAN	11/8/2018	xxxxx	Oct 2018 Svc Paid in Nov 2018

Paid Chk# 009974	LEROY SCHOMMER	11/8/2018	\$1,135.90	Oct 2018 Svc Paid in Nov 2018
Paid Chk# 009975	PAUL HOWE	11/8/2018	\$848.55	Oct 2018 Svc Paid in Nov 2018
Paid Chk# 009976	BKJ EXCAVATING	11/8/2018	\$15,841.88	Flag Trail Gravel Improvements
Paid Chk# 009977	BRENT LAWRENCE	11/8/2018	\$26.71	Oct Mileage Reimbursement
Paid Chk# 009978	CENTERPOINT ENERGY	11/8/2018	\$29.50	Acct#5179787-6; Town Hall Gas
Paid Chk# 009979	CINTAS	11/8/2018	\$40.84	Town Rug Service
Paid Chk# 009980	COLLABORATIVE PLANNING LLC	11/8/2018	\$2,929.00	Comp Plan Zoning
Paid Chk# 009981	COLLINS TREE CARE, INC	11/8/2018	\$1,900.00	Lucerne Trail: Remove marked
Paid Chk# 009982	COURI & RUPPE, P.L.L.P.	11/8/2018	\$4,330.00	Legal Fees
Paid Chk# 009983	DOMINIQUE SCHILKE HILL	11/8/2018	\$76.13	Mileage and Cell Phone
Paid Chk# 009984	ECM PUBLISHERS INC	11/8/2018	\$98.16	10/0718 Board Meeting
Paid Chk# 009985	GALLAGHERS	11/8/2018	\$1,176.00	Blade gravel rd Murphy lake to
Paid Chk# 009986	GOPHER STATE ONE CALL	11/8/2018	\$55.35	Billable Tickets
Paid Chk# 009987	HAKANSON ANDERSON ASSOC INC	11/8/2018	\$28,553.01	Engineering Fees
Paid Chk# 009988	HELM ELECTRIC INC	11/8/2018	\$4,445.94	4 Park lot light pole heads
Paid Chk# 009989	INTEGRA TELECOM	11/8/2018	\$659.41	Acct#170421 - Stonebridge Phon
Paid Chk# 009990	KAREN DONOVAN	11/8/2018	\$87.61	Cell Phone and Mileage Reimbursement
Paid Chk# 009991	MARKS BOBCAT SERVICE, INC.	11/8/2018	\$900.00	Parks Grass
Paid Chk# 009992	MCNAMARA CONTRACTING INC	11/8/2018	\$5,348.22	Pay App2 - Wagonwheel Improvem
Paid Chk# 009993	MINNESOTA ASSOC OF TWNSH	11/8/2018	\$235.00	Conference Howe and Schommer
Paid Chk# 009994	MSC	11/8/2018	\$8,841.55	CSTS Mowing
Paid Chk# 009995	MVEC	11/8/2018	\$827.78	Acct#777628301 - Territory Ele
Paid Chk# 009996	NATURAL SYSTEMS UTILITIES MN	11/8/2018	\$12,734.92	NSU Operator bill CSTS
Paid Chk# 009997	SW NEWSMEDIA	11/8/2018	\$97.28	Board Meeting Oct 1, 2018
Paid Chk# 009998	TRANS-ALARM INC.	11/8/2018	\$95.85	Town Hall Alarm Montitor Svc
Paid Chk# 009999	U.S. BANK EQUIPMENT FINANCE	11/8/2018	\$143.25	Acct#1388554; Lease Payment Co
Paid Chk# 010000	VALLEY BLACKTOPPING INC	11/8/2018	\$55,442.00	Lucern Trail
Paid Chk# 010001	XCEL ENERGY	11/8/2018	\$8.59	Acct#51-6509820-6; St. Francis
Paid Chk# 010002	CLARENCE VAN ZEE	11/8/2018	\$279.25	Van Zee Escrow Closed
Paid Chk# 010003	CREATIVE HOMES, INC	11/8/2018	\$10,431.00	Escrow Access Refund 7651 Prai
Paid Chk# 010004	KENNETH J. LOEHLEIN	11/8/2018	\$1,435.00	Escrow Reimbursement - Pole Sh
Paid Chk# 010005	SWANSON HOMES	11/8/2018	\$2,628.00	Escrow Return - 7690 Cressview
			\$171,725.69	

12. Adjourn

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

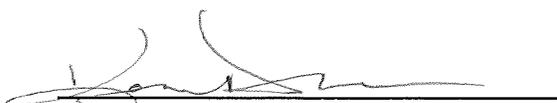
Motion to adjourn November 8, 2018 Credit River Township Meeting: Supervisor Lawrence

Second: Supervisor Howe

Motion Passed: 4-0

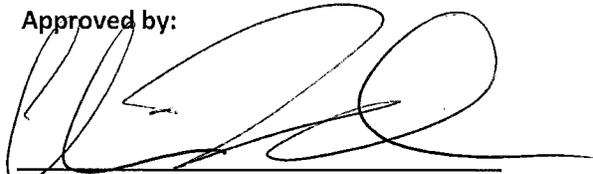
The November 8, 2018 Credit River Township Board Meeting was adjourned at 8:45 pm.

Recorded by:



Karen Donovan
Clerk - Credit River Township

Approved by:



Chris Kostik
Chairman - Credit River Township