

Credit River Township Board Meeting

Monday, June 3, 2019

Board Meeting Minutes - Final

Chairman Kostik called the June 3, 2019 Board Meeting to Order at 6:15pm, Pledge of Allegiance

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

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

Supervisor Schommer requested to add South Murphy Blvd Quote as Item 1 and 175th St. as Item 2 under Road Report.

Chairman Kostik requested to add Johanna Dr. as Item 5 under Old Business.

Supervisor Lawrence added Lighting Rebate to Town Hall as Item 5.

Motion to approve Agenda as amended: Vice Chairman Novak

Second: Supervisor Lawrence

Motion Passed: 5-0

2. Consent Agenda

- 1) May 6, 2019 Board Meeting Minutes**
- 2) 2019 LBAE Minutes**

Motion to approve Consent Agenda: Supervisor Lawrence

Second: Supervisor Schommer

Motion Passed: 5-0

3. Open Forum

Scott County Commissioner Tom Wolf – Gave updates on CR 21/Hwy 13 project is out for bid. Noted bids are coming in higher. CR27 is moving forward.

4. Old Business

- 1) Tara Farm - Developer's Agreement & Access Easements**

Attorney Ruppe advised the draft of the Tara Farms Developer's Agreement is in the Dropbox for review. Changes were reviewed.

Street names will be sent by the developer to Attorney Ruppe.

Road connections were reviewed with two easements: Access easement for emergency service and a maintenance easement for township vehicles – not public.

Engineer Nelson reviewed his Engineer Review Documents.

Motion to approve the Tara Farm Developer's Agreement contingent on incorporating the changes recommended in the Engineer Review Document and Planner Nash Comments and a final review by Township Attorney Ruppe, Planner Nash and Engineer Nelson: Supervisor Howe
Second: Vice Chairman Novak
Motion Passed: 5-0

2) Territory 5th Addition - Extension Request

Attorney Ruppe advised the developer, OP3, for Territory 5th Addition is still working with the Territory HOA and advised the Developer requested additional time. Attorney Ruppe recommended an Extension for the Preliminary Plat and Final Plat, which will go until of December 31, 2019.

Motion to recommend the extension of the agreement with OP3 for Territory 5th Addition through December 31, 2019: Supervisor Lawrence
Second: Supervisor Schommer
Motion Passed: 5-0

3) Creekwood Road Damage – Update

Attorney Ruppe gave an update regarding the damage to Creekwood by contractor, who made an insurance claim. Claim is pending.

4) Sewer/Water Utility Agreement - Savage Comments

Engineer Nelson, Township Planner Nash, Attorney Ruppe and Chairman Kostik met with the Met Council. Attorney Ruppe briefly reviewed the meeting and is waiting to hear back from the Met Council.

Attorney Ruppe also received email comments from Savage regarding the Sewer/Water Utility Agreement between Credit River and Savage.

Attorney Ruppe requested to work with Engineer Nelson, Township Planner Nash & Chairman Kostik to review the meeting and contact Met Council to suggest an informal meeting to discuss terms for a water sewer agreement. Chairman Kostik explained an agreement is needed due to connection with Savage. Board was in agreement that communication for an agreement should begin.

5) Johanna Dr.

Chairman Kostik brought up to the board that with the Johanna Neighborhood Informational Meeting held in May, the board should discuss the feedback and closure should be made regarding the proposed project. The Board feels the Johanna extension project should wait until the CR 27 project is complete in that area.

5. New Business

1) Towering Oaks Curve

A resident on Towering Oaks Curve called Supervisor Schommer about readdressing improvements to Towering Oaks Curve.

2) Mark's Bobcat Mowing Contract

Supervisor Lawrence advised the 2019 contract from Mark's Bobcat for Mowing was received. No change was made from the previous contract.

Motion to approve the Mark's Bobcat Mowing Contract: Supervisor Schommer
Second: Vice Chairman Novak
Motion passed: 5-0

3) MN Sodding CSTS Mowing Contract 2019-2020

Supervisor Lawrence advised the contract from Minnesota Sodding for Mowing CSTS mounds was received no change was noted.

Motion to approve the contract from Minnesota Sodding for CSTS for 2019-2020:
Supervisor Schommer
Second: Vice Chairman Novak
Motion Passed: 5-0

6. Road Report

1) Murphy Blvd South Quote

Supervisor Schommer received quotes to repair the winter damage on Murphy Blvd S. (South side of CR 21) from BKJ Excavating for \$ 32,912.00. Road is currently closed and with additional rain will make this area of the road impassable.

Discussion to consider adding a Cul de Sac to the road.

Motion to approve the quote from BKJ Excavating for \$32,912.00, Supervisor Schommer to review an alternate quote: Supervisor Howe
Second: Supervisor Lawrence
Motion Passed: 5-0

2) 175th St.

Supervisor Lawrence and Supervisor Schommer noted frost boils on 175th St. between Murphy Blvd and Natchez.

Supervisor Schommer estimates repairs at approximately \$8,000, with work to be done by BKJ Excavating.

7. Engineer's Report

1) 210th and Nevada Ave – Consider Award of Contract

Engineer Nelson advised bids were opened for the 210th St and Nevada Ave Capital Improvement Project. Northland Grading and Excavating had the lowest bid at \$708,208.10 for base bid and \$86,983.55 for the turn lane off CR27. Engineer Nelson recommends awarding contract of the base bid and alternate turn lane bid from Northland Grading and Excavating.

Motion to approve Resolution 2019-08 accepting the bid and awarding the contract to Northland Grading and Excavating bid for the 210th St E. and Nevada Ave. capital improvement project for the amount of \$795,191.65: Supervisor Howe

Second: Supervisor Schommer

Motion Passed: 5-0

2) Crack Filling Invoice

Engineer Nelson noted that the board previously approved a quote of \$21,000 from Seal Tech Inc. for crack filling. During crack filling, Engineer Nelson advised Chairman Kostik that work was exceeding the original estimate. The final crack filling invoice from Seal Tech was \$26,300, which Engineer Nelson recommends the board approve for payment.

Motion to approve the Seal Tech Inc. invoice for cracking filling in the amount of \$26,300: Vice Chairman Novak

Second: Supervisor Schommer

Motion Passed: 5-0

3) Sign Replacement Invoice

Engineer Nelson advised the sign project is substantially complete. Engineer Nelson recommends payment to ID Signs Solution in the amount of \$8,886.01

Motion to approve payment of the invoice for ID Sign Solutions in the amount of \$8,886.01: Supervisor Schommer

Second: Vice Chairman Novak

Motion Passed: 5-0

4) DRAFT CIP

Engineer Nelson recommends the board start discussion on CIP for 2024. There was a brief discussion on possible changes for 2020-2024. Engineer Nelson will update the Capital Improvement Plan.

5) Resolution Imposing Weight Restrictions on Wagonwheel Trail

Engineer Nelson advised New Market will be doing their portion of Wagonwheel this year. There is concern with the number of construction vehicles which may damage the new roads in Wagonwheel and recommends weight restriction.

**Motion to approve Resolution 2019-09 approving a temporary weight restriction of 5 tons on Wagonwheel Tr. until removed by a board member: Supervisor Schommer
Second: Supervisor Lawrence
Motion Passed: 5-0**

A Board member will attend the next New Market board meeting.

8. Treasurer Report

1) Transfer funds

Treasurer Hill requests a transfer of \$187,000 from Savings to Checking for the payment of claims.

**Motion to approve the transfer of \$187,000 from Savings to Checking: Supervisor Lawrence
Second: Supervisor Schommer
Motion Passed: 5-0**

2) 2020 Budget Calendar

Treasurer Hill has a budget calendar in the dropbox for the boards review.

9. Clerk's Report

10. Town Hall

1) Office 365 contract

Supervisor Howe advised he is signing up for licenses for 365 for staff and board members. There was discussion regarding the Managed Service Proposal agreement.

**Motion to accept the Managed Service agreement with Computer Integration Technologies contingent on attorney review: Supervisor Schommer
Second: Vice Chairman Novak
Motion passed: 5-0**

2) AV Proposal

Supervisor Howe received an AV proposal for monitors from Excel AV Group at \$17,300. Supervisor Howe will research additional quotes. The board will consider adding this to the budget.

3) New computers

Supervisor Howe advised the new computers and monitors were received for the Clerk and Treasurer.

4) Surplus equipment disposal (computer parts/lights/fans)

Supervisor Howe will post surplus lights and fans on website for a week in a sealed bid.

5) Lighting Rebate

Supervisor Lawrence advised the new lights have been installed. Treasurer Hill will advise Supervisor Lawrence when the invoice is received from Helm Electric and Supervisor Lawrence will apply for the rebate.

11. Review and Pay Bills

Check Number	Vendor	Date	Amount	Comments
Paid Chk# 010159E	EFTPS	6/3/2019	\$2,187.23	FICA 6.2 - Employee Amt
Paid Chk# 010160E	MINNESOTA REVENUE MW5	6/3/2019	\$353.66	State WH
Paid Chk# 010161E	PERA	6/3/2019	\$836.39	PERA - Employee Amt
Paid Chk# 010162E	VISA COMMUNITY CARD	6/3/2019	\$229.00	iContact - May
Paid Chk# 010241	Novak, Alan J	5/6/2019	\$635.26	Reissued check #10210
Paid Chk# 010242	Novak, Alan J	6/3/2019	\$635.26	May service paid in June
Paid Chk# 010243	BANYON DATA SYSTEMS	6/3/2019	\$990.00	UB system support
Paid Chk# 010244	CENTERPOINT ENERGY	6/3/2019	\$58.29	Acct#5179787-6; Town Hall Gas
Paid Chk# 010245	CHORES AND MORE BY HEIDI INC	6/3/2019	\$120.00	Town Hall Full Cleans
Paid Chk# 010246	CINTAS	6/3/2019	\$92.98	Townhall rug
Paid Chk# 010247	COLLABORATIVE PLANNING LLC	6/3/2019	\$2,832.50	Misc Escrow - Lake Estates
Paid Chk# 010248	COURI & RUPPE, P.L.L.P.	6/3/2019	\$7,970.00	Creekwood Road Damage
Paid Chk# 010249	ECM PUBLISHERS INC	6/3/2019	\$106.25	Agenda - 05/06/2019 Board Meet
Paid Chk# 010250	ENVIROTECH SERVICES INC	6/3/2019	\$20,102.00	2019 May Gravel Road Mtc
Paid Chk# 010251	GOLIATH HYDRO-VAC INC	6/3/2019	\$400.00	France ave - Jet Culvert
Paid Chk# 010252	GOPHER STATE ONE CALL	6/3/2019	\$27.00	Billable Tickets
Paid Chk# 010253	HAKANSON ANDERSON ASSOC INC	6/3/2019	\$16,710.25	Engineering
Paid Chk# 010254	HELM ELECTRIC INC	6/3/2019	\$7,095.00	Replace lighting with LED ligh
Paid Chk# 010255	ID SIGN SOLUTIONS LLC	6/3/2019	\$8,886.01	Street Signs - 2018 work
Paid Chk# 010256	NUVERA COMMUNICATIONS INC	6/3/2019	\$660.50	Acct#141989 - Town Hall Intern

Paid Chk# 010257	KLINGBERG TRUCKING, INC.	6/3/2019	\$9,957.52	May 2019 Gravel Road Maint
Paid Chk# 010258	KRAEMER MINING& MATERIALS INC	6/3/2019	\$14,200.27	Purchase rock 2019
Paid Chk# 010259	MARKS BOBCAT SERVICE, INC.	6/3/2019	\$390.00	Territory - Plowing CSTS
Paid Chk# 010260	MVEC	6/3/2019	\$797.83	Acct#777628301-Town Hall Elec
Paid Chk# 010261	NATURAL SYSTEMS UTILITIES MN	6/3/2019	\$12,414.09	NSU Csts Operations
Paid Chk# 010262	PRIOR LAKE BLACKTOP, INC.	6/3/2019	\$38,349.00	Road Patching
Paid Chk# 010263	SCOTT COUNTY TREASURER	6/3/2019	\$68,000.00	2019--1st half salt - 200 tons & Taxation JPA
Paid Chk# 010264	SEAL TECH	6/3/2019	\$26,300.00	2019 Crack Filling and Traffic
Paid Chk# 010265	SW NEWSMEDIA	6/3/2019	\$480.25	Board of Appeal & Equalization
Paid Chk# 010266	U.S. BANK EQUIPMENT FINANCE	6/3/2019	\$143.25	Acct#1388554; Lease Payment Co
Paid Chk# 010267	XCEL ENERGY	6/3/2019	\$6.25	Acct#51-6509820-6; St. Francis
Paid Chk# 500028E	Month Pay Ach	6/4/2019	\$11,833.53	May service and reimbursement paid in June
			\$253,799.57	

12. Adjourn

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

Motion to adjourn June 3, 2019 Credit River Township Meeting: Supervisor Schommer
 Second: Vice Chairman Novak
 Motion Passed: 5-0

The June 3, 2019 Credit River Township Board Meeting was adjourned at 8:15 pm.

Recorded by:



Karen Donovan
 Clerk - Credit River Township

Approved by:



Chris Kostik
 Chairman
 Credit River Township