

Credit River Township Board Meeting

Monday, July 6, 2020 6pm

Agenda Minutes

Chairman Kostik called the July 6, 2020 Board Meeting to Order, Pledge of Allegiance

Credit River Township Board Roll Call:

At Town Hall:

Chairman Kostik-Aye

Vice Chairman Novak-Aye

Supervisor Schommer-Aye

Board Members Present via GoToMeeting application:

Supervisor Lawrence-Aye

Supervisor Howe- Aye

Others Present via GoToMeeting Application: Attorney Ruppe, Engineer Nelson,

Others Present at Town Hall: Treasurer Hill, Clerk Donovan

Residents attending online: 14

Residents attending at town hall: 1

1. Approve or Amend Agenda

Supervisor Schommer add Drainage Prairie Grass Pass & Meadow View as Item 2 to Road Report

Motion to Approve Agenda as amended: Supervisor Lawrence

Second: Supervisor Howe

Roll Call:

Chairman Kostik-Aye

Vice Chairman Novak-Aye

Supervisor Schommer-Aye

Supervisor Lawrence-Aye

Supervisor Howe- Aye

Motion Passed: 5-0

2. Consent Agenda

1) June 1, 2020 Meeting Minutes

2) Developers Escrow – note Crescent Curve remains unpaid dh

**Motion to Approve the Consent Agenda: Supervisor Schommer
Second: Supervisor Howe**

Roll Call:

Chairman Kostik-Aye

Vice Chairman Novak-Aye

Supervisor Schommer-Aye

Supervisor Lawrence-Aye

Supervisor Howe- Aye

Motion Passed: 5-0

- Deputy Lueke provided the monthly report. No major issues noted.
- Sheriff Hennen: Updated how COVID has changed some processes and technical improvement have been made. Deputy staff have been on 12 hour shifts for the past 10 weeks due to COVID. Speed trailer will be used on areas in the township.

3. Open Forum

- Tom Wolf – Scott County Commissioner. Updated the county on the lights on CR 21 & CR 91 will be installed by September.
- Richard Ernst- 7795 Painted Sky Court: Legal Letters received. Chairman Kostik advised this issue will be discussed during the next week & will be added to the August Board Meeting.
- Shane Even- Treasurer for Grey Fox HOA. Requested to have the Sheriff monitor Oak Grove Ave. for Lake Estates construction traffic with the new road construction to be completed soon. Chairman Kostik advised signage has been put up to prevent construction traffic but cannot limit traffic to a public road and cannot monitor 24 hrs. Chairman Kostik advised the Lake Estates Developer agreement will pay for damages done to the roads.
- Brian Bartz: 9600 Towering Oaks Curve – Questioned whether potholes on Tower Oaks Curve were marked for repair and when will the repairs occur? Supervisor Schommer stated that they have been scheduled for repair.

4. Old Business

1) Incorporation- Consider resolution to file for incorporation. CK

Chairman Kostik discussed the incorporation of Credit River and the steps taken through the 164-year history to get to this point. Stated that it makes sense financially, for future development and control, and to protect the borders from further annexation.

**Motion to approve Resolution 2020-11 in the matter of the petition of Credit River Township for the Incorporation pursuant to Minnesota statutes § 414.02: Vice Chairman Novak
Second: Supervisor Schommer**

Roll Call:
Chairman Kostik-Aye
Vice Chairman Novak-Aye
Supervisor Schommer-Aye
Supervisor Lawrence-Aye
Supervisor Howe- Aye

Motion Passed: 5-0

Attorney Ruppe stated the next step is to give notice to all abutting townships and cities. After notice is sent, the township must wait 30 days before the petition can be filed. A public hearing would be held.

2) Crescent Curve – Discussion re Developer’s Agreement. BR

Chairman Kostik stated the developer of Crescent Curve has not sent check for escrow and is negative. Requested in April. No action will be taken at tonight’s meeting.

Attorney Ruppe is looking for the Board’s guidance on requested changes to Developer’s Agreement and bypass and turn lane fees.

Supervisor Schommer- Township paid for portions of the turn lanes and bypass lanes should be collected. Attorney Ruppe stated the road fees may not be able to collect due to the Harstad case.

Supervisor Lawrence stated the board should be consistent with turn lane and bypass fees. Stated Crescent Curve should not be discussed by the lawyer and engineer as billable time since the developer is not current with escrow.

Chairman Kostik asked the board to consider when check is received does the board agree with the changes made to the Developer’s Agreement. The board was in general agreement with the Developer Agreement changes.

Attorney Ruppe reminded the board that Credit River is still an Advisory Board, not the Planning & Zoning. This may still be on the Scott County schedule. Call will be made to Greg Wagner at Scott County.

5. New Business

1) Ordinance Establishing a Planning Commission. BR

Attorney Ruppe advised a citizen body used by other communities for a planning commission. Proposes the town board is the zoning commission while in office to start. Reviewed by Planner Cindy Nash and recommends approval of the Ordinance establishing a Planning Commission.

Motion to pass Ordinance 2020-03 establishing a Planning Commission and publish in summary format: Vice Chairman Novak
Second: Supervisor Howe

Roll Call:
Chairman Kostik-Aye
Vice Chairman Novak-Aye
Supervisor Schommer-Aye
Supervisor Lawrence-Aye
Supervisor Howe- Aye

Motion Passed: 5-0

Motion passed: 5-0

2) Ordinance Regulating the Use of Snowmobiles and Special Use Vehicles. BR

Public Hearing held earlier regarding the Ordinance regulating the use of snowmobiles and special use vehicles. No comments were heard.

Motion to pass Ordinance 2020-02 regulating the Use of Snowmobiles and Special Use Vehicles and publish in summary format. Supervisor Lawrence
Second: Supervisor Schommer

Roll Call:
Chairman Kostik-Aye
Vice Chairman Novak-Aye
Supervisor Schommer-Aye
Supervisor Lawrence-Aye
Supervisor Howe- Aye

Motion Passed: 5-0

3) Discuss Road Damage Claims. BR

Attorney Ruppe advised a certified letter was sent to JCM Asphalt Paving Company regarding damage to road in the amount of \$21,000. No communication received from JCM Asphalt Paving after letter was received.

Board agreed process should begin for claim in district court.

4) MS4 Public Input. SN

Engineering Nelson – Permit authorizes Credit River to discharge storm water drainage. Part of the agreement is to ask for public input one time per year. Chairman Kostik asked for public comment.

No comment was heard.

6. Road Report

1) Hampshire Avenue Neighborhood Meeting. SN

Engineer Nelson – Hampshire Ave neighborhood meeting recommended for 2040 Comp Plan discussion and options for Road Repairs.

Set neighborhood Meeting for August 17, 2020 at 6:00pm via remote link & in person.

Engineer Nelson will be request quotes to be prepared for August 3, 2020 Board Meeting by Prior Lake Black Top and the contractor currently paving portion of Hampshire in Savage.

2) Drainage – Meadow View, Prairie Grass Parkway

- Supervisor Schommer advised invoices received for drainage ditch repair and other areas by Kevin Casey for past projects. Three invoices just received: \$1720, \$3380 and \$1753-Invoices will be approved next month.
- Plugged drained at 7774 Prairie Grass Pass
Resident was advised by Territory to contact a contractor to clear plugged drain. Township had already scheduled Goliath regarding the issue which was estimated at \$275/hr. at 3 hours. Resident paid Roto Rooter \$1400 and asked for reimbursement. Board feels only reimbursement of the estimated cost should be done. Board feels Territory should pay the rest of the \$1400 for telling homeowner they were responsible for clearing drain.

**Motion to approve reimbursement to Cory McDougall for \$825 for what the cost would have been paid to the Goliath as scheduled to do the ditch repair to 7774 Prairie Grass Pass: Vice Chairman Novak
Second: Supervisor Howe**

**Roll Call:
Chairman Kostik-Aye
Vice Chairman Novak-Aye
Supervisor Schommer-Aye
Supervisor Lawrence-Aye
Supervisor Howe- Aye**

Motion Passed: 5-0

7. Engineer's Report

- 1) Consider Resolution Ordering Feasibility Report for Cress View Estates Overlay Project**
- 2) Consider Resolution Ordering Feasibility Report for Stonebridge Estates Overlay Project**
- 3) Consider Resolution Ordering Feasibility Report for Boulder Creek Drive Overlay Project**
- 4) Consider Resolution Ordering Feasibility Report for Prairie Hills Lane Overlay Project (½ Spring Lake Township)**
- 5) Consider Resolution Ordering Feasibility Report for Grey Fox – Phase 2 Overlay Project**

- 6) Consider Resolution Ordering Feasibility Report for France Blvd and France Court Overlay Project
- 7) Consider Resolution Ordering Feasibility Report for Brookwood Road, Eagleview Lane, Legends Club Circle, and Legend Clubs Drive Overlay Project
- 8) Consider Resolution Ordering Feasibility Report for Normandale Road, Normandale Circle, 195th Street and Vernon Avenue Overlay Project

Engineer Nelson proposes grouping all proposed overlay projects under 2021 Overlay Project rather than eight separate projects since they are similar. Board was in agreement to group as 2021 Overlay Project. Engineer Nelson will provide all streets in the 2021 Overlay Project to Attorney Ruppe.

**Motion to order the feasibility reports for the 2021 Overlay Projects: Supervisor Howe
Second: Vice Chairman Novak**

Roll Call:

Chairman Kostik-Aye

Vice Chairman Novak-Aye

Supervisor Schommer-Aye

Supervisor Lawrence-Aye

Supervisor Howe- Aye

Motion Passed: 5-0

Engineer Nelson will contact the Engineer for Spring Lake Township to advise them of the proposed Project for Prairie Hills Lane.

- 9) Consider Resolution Ordering Feasibility Report for Towering Oaks Curve and Towering Oaks Trail (Judicial Estates) Road Improvement Project

Motion to approve Resolution 2020-12 to order feasibility report for Towering Oaks Curve and Towering Oaks Trail (Judicial Estates): Supervisor Schommer

Second: Vice Chairman Novak

Roll Call:

Chairman Kostik-Aye

Vice Chairman Novak-Aye

Supervisor Schommer-Aye

Supervisor Lawrence-Aye

Supervisor Howe- Aye

Motion Passed: 5-0

- 10) CR 27 Turn Lanes – Discuss 2021 Construction

Engineer Nelson discussed Scott County need to obtain ROW for Bypass Lane onto Broadview & Tara Farms. Projects slated for 2021.

No action is needed tonight.

11) 210th Street and Nevada Avenue

Northland Grading was asked to install pipe for 210th St and Nevada Ave but cannot get on schedule, Quote received to install pipe from the contractor doing the work on Tara Farms. Siteworks quoted \$12,450, which is a cost savings- Engineer Nelson recommends approving.

Motion to accept Siteworks quote of \$12,450 for 210th and Nevada Ave: Supervisor Schommer

Second: Vice Chairman Novak

Roll Call:

Chairman Kostik-Aye

Vice Chairman Novak-Aye

Supervisor Schommer-Aye

Supervisor Lawrence-Aye

Supervisor Howe- Aye

Motion Passed: 5-0

Supervisor Lawrence – Residents calling regarding Krenz Lake level is rising again. Can survey be done to gauge the water level to see if it has risen. Board discussed needs to be done to consider next steps based on where the water was after pumping last year.

8. Treasurer Report

1) Budget Expense Summary and next steps dh

Treasurer met with board and staff. The preliminary summary is available.

Chairman Kostik – Software Platform for permitting considered and may be able to use the CARES Act funds. Software is used by Scott County for permits. (\$150k to \$200k)

2) Auditor Agreement Proposal dh

Treasurer Hill advised a proposal received from auditors, Abdo, Eick & Meyers. Treasurer has no issue recommending the approval of the proposal to lock in pricing for 3 years.

**Motion to approve the proposal from auditors Abdo, Eick & Meyers for audit services for the next three years (\$17,400, \$17,550, \$17,700): Vice Chairman Novak
Supervisor Howe**

Roll Call:

Chairman Kostik-Aye

Vice Chairman Novak-Aye

Supervisor Schommer-Aye

Supervisor Lawrence-Aye

Supervisor Howe- Aye
Motion Passed: 5-0

9. Clerk's Report

1) Elections (KD)

Clerk Donovan advised reimbursement of \$1,055 received from the Presidential Nomination Primary in March.

Chairman Kostik advised Credit River will receive funds from the CARES Act Fund estimated at \$423,000 (\$75 per resident) for COVID related expenses, which includes elections.

State will provide masks and cleaning supplies. Alternative sites were researched in the township but will not work.

10. Town Hall

1) Consider contract to upgrade the Network and A/V infrastructure in the Town Hall. CK

Chairman Kostik – Funds budgeted to upgrade AV infrastructure in the town hall. CARES Act funds may also be used so that residents can see meetings as remote meetings are needed due to COVID. Quotes include 2 - 55" monitors, camera rewiring. Quotes received. \$4,525, Audio \$,2325 (Speakers and amplifiers).

Motion approving entering in agreement with Advanced Communications and Wiring to upgrade the AV infrastructure: Vice Chairman Novak
Supervisor Howe

Roll Call:
Chairman Kostik-Aye
Vice Chairman Novak-Aye
Supervisor Schommer-Aye
Supervisor Lawrence-Aye
Supervisor Howe- Aye
Motion Passed: 5-0

Motion Passed: 5-0

11. Review and Pay Bills

1) Transfer dh

Treasurer Hill requests a transfer of \$ 182,000 from savings to checking for the payment of claims.

Motion to approve the transfer of \$182,000 from savings to checking: Supervisor Schommer

Second: Vice Chairman Novak

**Roll Call:
 Chairman Kostik-Aye
 Vice Chairman Novak-Aye
 Supervisor Schommer-Aye
 Supervisor Lawrence-Aye
 Supervisor Howe- Aye
 Motion Passed: 5-0**

Paid Chk# 010224E	EFTPS	7/6/2020	\$3,071.23	FICA 6.2 - Employee Amt
Paid Chk# 010225E	PERA	7/6/2020	\$1,171.27	PERA - Employee Amt
Paid Chk# 010226E	MINNESOTA REVENUE MW5	7/6/2020	\$496.56	State WH
Paid Chk# 010227E	VISA COMMUNITY CARD	7/6/2020	\$155.00	iContact - June
Paid Chk# 010616	Novak, Alan J	7/7/2020	\$764.71	
Paid Chk# 010618	ABDO EICK & MEYERS LLP	6/7/2021	\$750.00	Office of the State Auditor Ci
Paid Chk# 010619	ART JOHNSON TRUCKING INC	6/7/2021	\$1,540.15	170th Street Shouldering
Paid Chk# 010620	BLUE NET INC	6/7/2021	\$65.00	365 Business Subscription
Paid Chk# 010621	BOND TRUST SERVICES	6/7/2021	\$9,987.50	Ref; 327973-Credit River Town
Paid Chk# 010622	BOND TRUST SERVICES CORP	6/7/2021	\$3,330.00	Ref 38590 GO Bond 2012A
Paid Chk# 010623	BOND TRUST SRVS CORPORATION	6/7/2021	\$21,200.00	ref: 331516-PA GO Bonds Seri
Paid Chk# 010624	CENTERPOINT ENERGY	6/7/2021	\$21.41	Acct#5179787-6; Town Hall Gas
Paid Chk# 010625	CHORES AND MORE BY HEIDI INC	6/7/2021	\$85.00	Town Hall Full Cleans xxx
Paid Chk# 010626	CINTAS	6/7/2021	\$139.47	Townhall rug
Paid Chk# 010627	COLLABORATIVE PLANNING LLC	6/7/2021	\$4,200.00	Misc Escrow Lake Estates
Paid Chk# 010628	COLLINS TREE CARE, INC	6/7/2021	\$850.00	Remove tree from roadway on pa
Paid Chk# 010629	COURI & RUPPE, P.L.L.P.	6/7/2021	\$16,220.00	Fire Service Contract
Paid Chk# 010630	DON HANSEN ACCOUNTING AND CONS	6/7/2021	\$5,100.00	Banyon Fund Accounting Custome
Paid Chk# 010631	EARL F ANDERSON	6/7/2021	\$55.00	Sign Letters
Paid Chk# 010632	ECM PUBLISHERS INC	6/7/2021	\$131.75	Agenda - Ordinance 2019-01
Paid Chk# 010633	ENVIROTECH SERVICES INC	6/7/2021	\$23,674.80	2020 Dust Coating
Paid Chk# 010634	GALLAGHERS	6/7/2021	\$5,628.00	Blade Various Gravel Roads
Paid Chk# 010635	GOPHER STATE ONE CALL	6/7/2021	\$62.10	Billable Tickets
Paid Chk# 010636	HAKANSON ANDERSON ASSOC INC	6/7/2021	\$18,888.28	General CIP - 5 year
Paid Chk# 010637	KRAEMER MINING& MATERIALS INC	6/7/2021	\$1,300.44	Purchase rock 2020
Paid Chk# 010638	MARKS BOBCAT SERVICE, INC.	6/7/2021	\$44,905.58	Culvert cleaning & clean outs
Paid Chk# 010639	MSC	6/7/2021	\$12,964.02	MHSP - CSTS Sites Mow1stng E
Paid Chk# 010640	MVEC	6/7/2021	\$953.28	Acct#777628301-MHSP Elec
Paid Chk# 010641	NATURAL SYSTEMS UTILITIES MN	6/7/2021	\$4,649.99	Stonebridge May 2020 O&M
Paid Chk# 010642	PRIOR LAKE BLACKTOP, INC.	6/7/2021	\$22,873.00	Patching on John Deere Drive
Paid Chk# 010643	REBECCA OLABODE	6/7/2021	\$500.00	NPDES - Pool Escrow return - 1
Paid Chk# 010644	ROVE PEST CONTROL	6/7/2021	\$75.00	Quarterly Pest Contro
Paid Chk# 010645	SCOTT SOIL & WATER CONSV DIST	6/7/2021	\$833.00	Permit Inspections from Januar

Paid Chk# 010646	SW NEWSMEDIA	6/7/2021	\$266.58	Ordinance
Paid Chk# 010647	U.S. BANK EQUIPMENT FINANCE	6/7/2021	\$102.36	Acct#1388554; Lease Payment Co
Paid Chk# 010648	XCEL ENERGY	6/7/2021	\$12.38	Acct#51-6509820-6; St. Francis
Paid Chk# 010649	HOMES BY TRADITION, LLC	7/6/2020	\$1,372.00	NPDES - Escrow Return - Garage
Paid Chk# 010650	MCWILLIAMS & ASSOCIATES, INC	7/6/2020	\$2,451.00	NPDES Escrow return 21295 Whis
Paid Chk# 010651	SCOTT FREAK TRIMWORKS LLC	7/6/2020	\$1,456.00	Escrow Return - Pole Shed 7130
Paid Chk# 500125E	Monthly Pay ACH	7/7/2020	\$10,137.58	
			\$222,439.44	

12. Adjourn

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

**Motion to adjourn the July 6, 2020, Credit River Township Meeting: Vice Chairman Novak
Second: Supervisor Schommer**

Motion Passed: 3-0

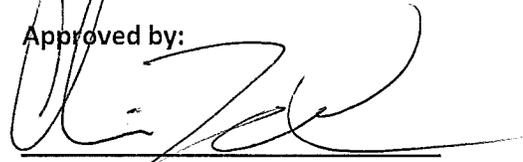
The July 6, 2020 Credit River Township Board Meeting was adjourned at 8:45pm.

Recorded by:



**Karen Donovan
Clerk-Credit River Township**

Approved by:



**Chris Kostik
Chairman- Credit River Township**