Credit River Planning Commission and Township Board Meeting

Tuesday, January 19, 2021 6:00pm

Minutes

6:00PM: Call January 19, 2021 Planning Commission Meeting to Order, Roll Call

Chairman Kostik opened the January 19, 2021 Planning Commission Meeting with a roll call:

Credit River Township Attendance:
At Town Hall:
Chairman Kostik
Supervisor Schommer
Supervisor Howe

Board Members Present via GoToMeeting application:
Supervisor Lawrence

Board Members Absent:
Vice Chairman Novak

Others Present via GoToMeeting Application: Attorney Ruppe, Engineer Nelson

Other Present at Town Hall: Treasurer Hill, Clerk Donovan

1. Approve or Amend Agenda

Chairman Kostik asked for any amendments to the Agenda. Hearing none, a motion for approval of the agenda was requested.

Motion to approve Agenda as stated: Supervisor Lawrence
Second: Supervisor Schommer

Roll Call
Chairman Kostik – Aye
Supervisor Lawrence – Aye
Supervisor Schommer – Aye
Supervisor Howe – Aye

Motion Passed: 4-0

2. Consent Agenda Those items on the Board Agenda which are considered routine or non-controversial are included as part of the Consent Agenda. Unless a Board member specifically requests that an item on the Consent Agenda be removed and considered separately, items on the
Consent Agenda are considered under one motion, second and vote. Any item removed from the consent agenda shall be placed on the agenda under Old Business.

1) December 21, 2020 Planning Commission Meeting Minutes

Motion to approve Consent Agenda: Supervisor Lawrence
Second: Supervisor Howe

Roll Call
Chairman Kostik – Aye
Supervisor Lawrence – Aye
Supervisor Schommer – Aye
Supervisor Howe – Aye

Motion Passed: 4-0

3. Public Hearings

1) Floodplain Ordinance (CN) – Open public hearing and take comments, close public hearing, make recommendation to Town Board.

Planner Nash summarized the Floodplain Ordinance.

Chairman Kostik opened the public hearing regarding the Floodplain Ordinance to hear comments.

Hearing none a motion to close the public hearing was requested by Chairman Kostik.

Motion to close the Public Hearing on the Floodplain Ordinance: Supervisor Lawrence
Second: Supervisor Howe

Roll Call
Chairman Kostik – Aye
Supervisor Lawrence – Aye
Supervisor Schommer – Aye
Supervisor Howe – Aye

Motion Passed: 4-0

Motion to recommend approval of Floodplain Ordinance at the next Board Meeting on February 1, 2021: Supervisor Lawrence
Second: Supervisor Schommer

Roll Call
Chairman Kostik – Aye
Supervisor Lawrence – Aye
Supervisor Schommer – Aye
Supervisor Howe – Aye

Motion Passed: 4-0

4. Adjourn Planning Commission meeting

Motion to Adjourn Planning Commission Meeting: Supervisor Schommer
Second: Supervisor Howe

Roll Call
   Chairman Kostik – Aye
   Supervisor Lawrence – Aye
   Supervisor Schommer – Aye
   Supervisor Howe – Aye

Motion Passed: 4-0

Planning Commission Meeting was Adjourned at 6:07pm.

Following adjournment of Planning Commission meeting – Call January 19, 2021 Town Board Meeting
to Order, Pledge of Allegiance

1. Approve or Amend Agenda

Motion to approve Agenda as stated: Supervisor Lawrence
Second: Supervisor Howe

Roll Call
   Chairman Kostik – Aye
   Supervisor Lawrence – Aye
   Supervisor Schommer – Aye
   Supervisor Howe – Aye

Motion Passed: 4-0

2. Consent Agenda Those items on the Board Agenda which are considered routine or non-
controversial are included as part of the Consent Agenda. Unless a Board member specifically
requests that an item on the Consent Agenda be removed and considered separately, items on the
Consent Agenda are considered under one motion, second and vote. Any item removed from the
consent agenda shall be placed on the agenda under Old Business.

No items on the Consent agenda
3. **Open Forum** The public forum is intended to afford the public an opportunity to address concerns to the Board. The public forum will be no longer than 30 minutes in length and each presenter will have no more than five (5) minutes to speak. Topics of discussion are restricted to local governmental topics rather than private or political agendas. The Board may discuss but will not take formal action on public forum presentations.

Dave Burnelow: The following topics were addressed by the resident. Time did not allow for discussion of items.
- Why were removal of brush & trees on Monterey and Lynn Dr. not done. Board advised some were some removed but not all were in ROW.
- Why are ditches not cleaned out-ditches causing desecration of road due to drainage issues.
- Crack filling not being done.
- Sheriff Support – why was Sheriff hired if not needed. – Was a cost benefit analysis not done.
- Availability of the minutes on the website. Board advised Minutes are approved at a Board meeting and posted on the website after signed.
- CIP- only addresses the roads.
- Election Process for the City Council. Board advised the election will be held May 11, 2021. Information regarding filing for candidates will be published & posted.

4. **Old Business**

No Old Business items.

5. **New Business**

1) **National Flood Insurance Protection Program (CN)** – Consider participation in the NFIP.

Planner Nash advised the Ordinance for the Flood Plain will be voted on at the first board meeting in February due to update by DNR.

**Motion to approve Resolution 2021-01 to apply to participate in the National Flood Insurance Program:** Supervisor Lawrence  
Second: Supervisor Howe

**Roll Call**
- Chairman Kostik – Aye
- Supervisor Lawrence – Aye
- Supervisor Schommer – Aye
- Supervisor Howe – Aye

**Motion Passed: 4-0**

2) **Developer Escrow Procedures (CN)** – Consider changes to procedures related to developer escrows.
Planner Nash discussed a new Escrow Agreement procedural changes for handling escrows with developers. New procedure will include Invoices to be sent directly to developers for payment. New procedures have been reviewed by Treasurer Hill.

Motion to approve the new developer escrow procedures to start effective going forward. Supervisor Schommer
Second: Supervisor Howe

Roll Call
Chairman Kostik – Aye
Supervisor Lawrence – Aye
Supervisor Schommer – Aye
Supervisor Howe – Aye

Motion Passed: 4-0

3) Building Inspection Agreement with Scott County – revision (CN) Consider changes to agreement with Scott County regarding transition.

Changes were made to the Building Inspection Agreement after approval of agreement at the January board meeting. The state will not allow Scott County to continue working on permits in process after January 15, 2021.

Reimbursement for plan review to Scott County from Credit River.

Motion to approve the revision to the Building Inspection Agreement: Supervisor Howe
Second: Supervisor Lawrence

Roll Call
Chairman Kostik – Aye
Supervisor Lawrence – Aye
Supervisor Schommer – Aye
Supervisor Howe – Aye

Motion Passed: 4-0

4) Resolution 2020-02 Infrastructure Development Fees (CK) -- Consider adopting a resolution of support related to authorizing infrastructure development fees.

Motion to approve Resolution 2021-02 supporting legislation authorizing infrastructure development fees: Supervisor Lawrence
Second: Supervisor Schommer

Roll Call
Chairman Kostik – Aye
Supervisor Lawrence – Aye
Supervisor Schommer – Aye
Supervisor Howe – Aye

Motion Passed: 4-0

6. Road Report

7. Engineer’s Report

8. Treasurer Report
   1) Audit Engagement approve $1,000 increase for CARES (dsh)

      There was an increase of $1,000 to the auditor’s invoice for review of CARES funds to verify the township was in compliance.

      Motion to approve the $1,000 increase for the Abdo invoice: Supervisor Lawrence
      Second: Supervisor Howe
      Motion Passed: 4-0

9. Clerk’s Report

10. Town Hall
    1) 

11. Review and Pay Bills
    1) Fire Contract 1st half, Salt
    2) Transfer

      Motion to approve the transfer of $225,000 from savings to checking for the payment of claims: Supervisor Schommer
      Second: Supervisor Lawrence

      Roll Call
      Chairman Kostik – Aye
      Supervisor Lawrence – Aye
      Supervisor Schommer – Aye
      Supervisor Howe – Aye

      Motion Passed: 4-0

      Motion to approve January payments as found on the Check Summary January 19, 2021:
      Supervisor Lawrence
      Second: Supervisor Schommer

      Roll Call
Motion Passed: 4-0

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<th>Check number</th>
<th>Vendor</th>
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<th>Comments</th>
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$3,645.65

10866 City of Prior Lake 1/19/2021 $130,958.00 Fire contract 1st half
10867 Scott County Treasurer 1/19/2021 $92,727.22 Police Contract first half 2021 and Salt 2nd half 2020
$223,685.22

12. Adjourn

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

Motion to adjourn the January 19, 2021, Credit River Township Meeting: Supervisor Howe
Second: Supervisor Lawrence

Roll Call
Chairman Kostik-Aye
Supervisor Lawrence-Aye
Supervisor Schommer-Aye
Supervisor Howe- Aye
Motion Passed: 4-0
The January 19, 2021 Credit River Township Board Meeting was adjourned at 6:36 pm.

Recorded by:

Karen Donovan
Clerk-Credit River Township

Approved by:

Chris Kostik
Chairman- Credit River Township