

Credit River Township

Meeting Minutes

February 5, 2007

Call to Order

Chairman Dan Casey called the meeting to order at 7:02 pm...

Members Present

Chairman Dan Casey, Supervisor Leroy Schommer, Supervisor Bruce Nilsen

Others Present:

Township Clerk Jerry Maas, Township Engineer Jeff Elliott, Township Attorney Bob Ruppe, Township Treasurer Holly Batton

Minutes of the previous meeting:

Chairman Dan Casey called for Clerk Jerry Maas to review the draft minutes of the January 2, 2007 meeting.

Supervisor Bruce Nilsen made a motion to accept the minutes as read. Supervisor Leroy Schommer offered a second, all in favor, motion carried 3 - 0.

Treasurers Report

Treasurer Holly Batton presented the treasurer's report for December 2006.

Supervisor Bruce Nilsen made a motion to approve the treasurer's report as presented, Supervisor Leroy Schommer offered a second, all in favor, motion carried 3 - 0.

Treasurer Batton noted that the motion to approve the transfer of \$300,000 from checking to savings last month was overlooked and is requesting that we make that motion at this time. She is also requesting that we transfer \$70,000 from savings back to the checking account to use for this month's disbursements.

Supervisor Leroy Schommer made a motion approving both transfers. Supervisor Bruce Nilsen offered a second, all in favor, motion carried 3 - 0.

Sheriff's Report

Deputy Greg Muelken presented the Sheriff's report for the month of January. He noted that calls were down and this is to be expected in view of the cold weather. He remarked that the Sheriff's Department is working diligently to educate the Deputies on our overnight parking ordinance.

Clerk Jerry Maas noted that Prior Lake had recently adopted an ordinance calling for homeowners to pay for more than 3 false alarm calls. Prior Lake City Manager Frank Boyles had inquired as to whether Credit River was contemplating adopting a similar ordinance. The Board asked Clerk Maas to gather additional information and bring it to the next meeting.

Resident's Group Report

Greg Brown representing the Citizen's Advisory Group (CAG) reported that the group met last month.

He noted that the group discussed township budget, incorporation issues, parks, and the Credit River Care group. He also noted that the group stands ready to assist the

Township in communicating information to the general population on the subject of incorporation at such a time that would be appropriate. The next meeting will be 2/27/07.

Open Forum

Lowell Jungers, resident of 6816 Fleming Road (Casey's Addition) asked about the new stop signs that were recently installed.

Chairman Dan Casey asked Engineer Jeff Elliott to review the Township's position on these signs. Engineer Elliott noted that he had been asked to review the status of signs in the township. In so doing, he noted that there were several intersections that lacked signage. While it was realized that stop signs were not utilized for many years, it was inconsistent with the overall policies of the township and potential safety issues were clearly present. With this in mind, he ordered, with the board's approval, several new stop signs for these intersections.

It was also noted that this policy is applied to all new developments coming forward at this time and that we are simply going back and installing signs as if these developments were being built today. He emphasized that safety and consistency were the goals

Agenda Items

1. Status of the Animal Control Ordinance

The board once again discussed this proposed ordinance. However, they felt additional information is needed from the suggested animal control vendor. Attorney Bob Ruppe was asked to contact this vendor before we proceed any further.

2. Review Bids for Pumping Contract – CSTS Systems

Engineer Jeff Elliott noted that we had requested bids from 5 vendors. One responded and he presented a copy of the bid received from Mike's Septic Service.

He is recommending that the Township accept the bid and enter into a formal agreement prepared by the Township Attorney.

Leroy made a motion to accept bid contingent on Mike's Septic Service entering into a contract approved by township attorney Ruppe. Supervisor Bruce Nilsen offered a second, all in favor motion carried 3 – 0.

3. Engineers Report

a) Letter of Credit Reduction (LOC) Requests

Engineer Jeff Elliott presented some information on Territory 3rd addition. He noted that the developer has completed a substantial amount of the infrastructure. He is recommending that the LOC be reduced to \$206,447.00.

Supervisor Leroy Schommer made a motion to reduce the LOC to \$206,447.00. Supervisor Bruce Nilsen offered a second, all in favor, motion carried 3 – 0.

b) Project Status

1) Monterey Ponds

Mr. Elliott noted that the board had previously asked him to inspect this project. He reported that the road looks good as of this date.

Mr. Elliott is recommending that the Board accept the development.

In that we are in the winter season, the board suggested that Mr. Elliott review this again in June.

2) Monterey Heights

Mr. Elliott presented a letter certifying project completion from Halling Engineering, the developer's engineer. Supervisor Nilsen made a motion to accept Monterey Heights based on the certification letters received, with the warranty period to end on May 16, 2007, two years after CSTS start up, and more than two years after bituminous wear course placement. Supervisor Leroy Schommer offered a second, all in favor, motion carried 3 – 0.

3) Grey Fox Estates

Mr. Elliott presented similar letters from the developer's engineer, Halling Engineering, on Grey Fox 3rd Addition and Grey Fox 5th Addition.

Supervisor Nilsen made a motion to accept the 2 projects with the notation that our Township Engineering consultant, Hakanson Anderson, will certify Grey Fox 3rd Addition and 5th Addition, and with the warranty period to end on September 10, 2007, two years after bituminous wear course placement, except for Margaret Lane in which the warranty period is to extend until August 29, 2008, two years after placement of the bituminous wear course. Supervisor Leroy Schommer offered a second, all in favor, motion carried 3 – 0.

c) G Mound Validation Update

G-Mound is a technique that is thought to predict the technical success of wastewater mounding systems. Attorney Bob Ruppe noted that Scott County has inquired about contracting with our current wastewater operator, EcoCheck, about testing this concept in our South Passage and Monterey Heights projects.

The county is preparing a contract that they will enter into with Ecocheck. Attorney Ruppe is suggesting that any costs the township incurs be accumulated and that the Township will be reimbursed by Scott County under terms of this contract.

4. Other Business

a) Appoint Election Judges

Clerk Jerry Maas presented a list of proposed Election Judges for the March 13th Township Election.

Supervisor Leroy Schommer made a motion to approve the list. Supervisor Bruce Nilsen offered a second, all in favor, motion carried 3 – 0.

b) Discuss need for 2nd Monthly Meeting

In view of the large amount of business that is coming before the board, Supervisor Nilsen noted that we might want to consider a second meeting on a monthly basis. He noted that we might want to attempt to cover administrative issues at this meeting in order not to require consultant's time and corresponding costs.

He also suggested that we might want to implement a "consent agenda" approach to facilitate approving non-controversial items more effectively.

The board agreed and set the next meeting for February 21st.

c) Sign Policy Statements

In view of the fact that Attorney Ruppe suggested a few minor changes, the board asked Clerk Maas to incorporate these into the policies and submit them at the next meeting on the 21st.

d) Status Town Hall Security System

The Board asked Treasurer Holly Batton to bring additional information from Trans Alarm to the next meeting.

e) Billing repairs on County Road 75

The Board noted that they felt the charges from Bohnsack Excavating for the major repairs to County Road 75 last summer were outside the terms of the maintenance contract we have with Scott County and asked that they be billed separately to the county...

f) Review Prior Lake Fire Contract History

In view of the fact that we just sent our first half payment to the City of Prior Lake under the terms of the 2007 Fire Contract, Clerk Jerry Maas felt it timely to review fire protection costs over the last 10 years.

Attorney Ruppe took a copy of the contract to compare with the new Model Fire Contract.

g) Town Hall Maintenance – Windows

Treasurer Batton noted that some finish work is still outstanding on the town hall windows and requested some curtains be approved.

Supervisor Leroy Schommer will insure that the construction work is completed.

h) Investment / Purchasing Policies

The Board tabled consideration of this policy until the meeting on February 21st.

i) Review Mound / Parks Mowing Bids – 2007

Clerk Maas noted that he had received a bid from our current vendor for work in 2007. The Board would like to ask for additional bids and furthermore the board will develop a spec to be sent out with the request for bids.

j) Discuss Mailbox Policy

It has been noted that there are more and more instances of non-compliant mailbox structures being installed in the road right of way and these present safety hazards.

Attorney Ruppe suggested that he investigate some ways to address these and report back at the next meeting...

k) Set Date for April Meeting

In view of the fact that both Clerk Maas and Treasurer Batton will be out of town on April 2nd, we will re-schedule the April meeting for Monday, April 9th unless we have items scheduled at Scott County in which case we will hold the first April meeting on Thursday April 5th.

l) Location For Annual Meeting

It was noted that the voters had approved holding the Annual Meeting on March 13th at the Legends.

It was suggested that we discuss some of the elements of the incorporation information at that meeting.

j) Reschedule Board of Audit to March 5th 6:00.

It was noted that Supervisor Schommer has a conflict on March 1st and therefore we will reschedule the Board of Audit for 6:00 on Monday March 5th just prior to our regular meeting.

Review and Pay Bills

The Town Board approved the following claims for payment:

1/2/2007	3587	Void	Misprint	\$	-
1/2/2007	3588	Void	Misprint	\$	-
1/2/2007	3589	Void	Misprint	\$	-
1/10/2007	3590	Northwest Associated Consult	Planning/Zoning Consulting	\$	958.86
1/10/2007	3591	Integra Telecom	Phone Service	\$	356.54
1/10/2007	3592	Christy / Jim Funk	NPDES Refund	\$	1,930.00
1/10/2007	3593	Scott Bevers	NPDES Refund	\$	450.00
1/10/2007	3594	City of Savage	1/2 Water Study	\$	18,238.25
1/17/2007		Anchor Bank	Monthly Bank Charges	\$	8.05
1/18/2007		Anchor Bank	Jan 941 Deposit	\$	1,235.53
1/30/2007	3595	Minnesota Revenue	2006 Taxes Paid	\$	665.21
2/5/2007	3596	Mark Wallskog	NPDES Refund	\$	1,970.00
2/5/2007	3597	Butler Homes	NPDES Refund	\$	1,600.00
2/5/2007	3598	Lennar Corp	NPDES Refund	\$	1,720.00
2/5/2007	3599	Casey Acres	NPDES Refund	\$	1,990.00
2/5/2007	3600	Couri Macarthur & Ruppe	Legal Fees	\$	6,132.50
2/5/2007	3601	Safety Signs	Purchased Signs	\$	1,525.00
2/5/2007	3602	Fahrenkamp & Cameron	2006 Year End Payroll Reports	\$	250.00
2/5/2007	3603	Minnesota Valley Electric	MH SP Lift Station	\$	41.95
2/5/2007	3604	Minnesota Valley Electric	MH SP Lift Station	\$	43.67
2/5/2007	3605	Minnesota Valley Electric	Town Hall Electricity	\$	86.48
2/5/2007	3606	EcoCheck	December Sewer Charges	\$	6,789.83
2/5/2007	3607	Northwest Assoc Consult	Planning/Zoning Consulting	\$	2,346.98
2/5/2007	3608	City of Prior Lake	First Half Fire Contract	\$	68,236.00
2/5/2007	3609	Art Johnson Trucking	Snow Removal	\$	9,083.93
2/5/2007	3610	Contracting Solutions	Install BB Backborad	\$	500.00
2/5/2007	3611	CenterPoint Energy	Town Hall Gas	\$	92.18
2/5/2007	3612	Xcel Energy	St Francis Street Light	\$	12.35
2/5/2007	3613	Scott Soil & Water Conservation	Sediment & Erosion Inspections	\$	2,490.00
2/5/2007	3614	Hakanson Anderson Associates	Engineering	\$	20,034.84
2/5/2007	3615	Bryan Rock Products	Purchase Chips	\$	1,526.04
2/5/2007	3616	Scott County Tyreasurer	Salt	\$	2,232.00
2/5/2007	3617	Unified Theory	Culvert Mapping	\$	36.00
2/5/2007	3618	One Call Concepts	General Locate Services	\$	17.40
2/5/2007	3619	ECM Publishers	Legal Advertising - Lakeville	\$	251.92
2/5/2007	3620	Southwest Suburban Publishing	Legal Advertising-Prior Lake	\$	266.55
2/5/2007	3621	Eide Bailly	Audit Fees	\$	1,500.00
2/5/2007	3622	Private Underground	Locate Fees	\$	99.00
2/5/2007	3623	Safety Signs	Purchase Signs	\$	1,060.00

2/5/2007	3624	Scott County Treasurer	Spec Assessment Setup	\$	20.00
2/5/2007	3625	Jerry Maas	January Expenses	\$	323.66
2/5/2007	3626	Holly Batton	Expenses	\$	277.76
2/5/2007	3627	Bridget Chard	Prepare RFP - Pumping Contract	\$	120.00
2/5/2007	3628	Dennis Karow	Town Hall Snow Plowing	\$	190.00
2/5/2007	3629	Northwest Associated Consulting	Planning/Zoning Consulting	\$	4,368.10
2/5/2007	3630	Void		\$	-
2/5/2007	3631	Bruce Nilsen	Expenses	\$	66.49
2/5/2007	3632	Leroy Schommer	Expenses	\$	86.38
2/5/2007	3633	Dan Casey	Expenses	\$	88.80
2/5/2007	3634	Holly Batton	Services as Treasurer	\$	2,030.21
2/5/2007	3635	Dan Casey	Services as Supervisor	\$	563.33
2/5/2007	3636	Jerald Maas	Services as Clerk	\$	2,955.20
2/5/2007	3637	Bruce Nilsen	Services as Supervisor	\$	616.74
2/5/2007	3638	Leroy Schommer	Services as Supervisor	\$	655.68

Adjourn

There being no further business before the Town Board, Supervisor Leroy Schommer made a motion to adjourn, Supervisor Bruce Nilsen offered a second, all in favor, motion carried 3 - 0. The meeting adjourned at 11:35 am.

Submitted By: (s/) Jerald R. Maas
Township Clerk
Credit River Township

Approved By : (s/) Dan Casey
Chairman Board of Supervisors
Credit River Township