

Credit River Township

Meeting Minutes

January 22, 2008

Workshop

Planner Bob Kirmis opened the workshop at 5:30 pm

He reviewed progress to date, noting that we had previously met with Scott County and received comments from them on the draft plan.

Specifically, there were some issues with the Highway department that have since been resolved.

He noted that we are now at Town Board review and the next step would be a public open house, followed by distribution to the neighboring communities.

He asked where the board is in terms of being ready to distribute to the public.

Mr. Kirmis noted that the entire Township is designated as rural by the Met Council, which he feels is in error. The northern portion in Mr. Kirmis's estimation should be urban.

He noted that the county is still looking for our transportation plan.

The land use categories are consistent with Scott County's current plan.

The chapter titled Development Framework consists of the policies of the Township and is probably the most important part of the plan.

The Met Council projection for population in 2030 projects 5200 while this plan is projecting 17,000 in total pop at that time against a full build-out of 21,400 assuming urban uses in the northern portion of the Township.

Engineer Jeff Elliott reviewed the Transportation, Wastewater, Water and Stormwater portion of the Plan

1) Transportation

He presented a map showing the major planned township collector routes. He noted that the City of Savage indicated that they feel a 2nd north/south road should be planned for. Mr. Elliott indicated he couldn't immediately see that route.

Mr. Kirmis asked if the Board would like to see another north south route. Chairman Dan Casey thought it to be premature.

Mr. Elliott noted that we need to discuss the roundabout planned at the intersection of County Road 91 and County Road 68.

2) Wastewater

Mr. Elliott presented a map on the sewer noting that there are no plans to ever provide sewer services south of the County Road 21 corridor.

He noted that there is a West corridor along County Road 27 and an East corridor along the Credit River due to its lower elevation. He noted that they have modeled the pipe sizes and feel they can minimize the number of lift stations. Water Plans

Water would also be supplied at the same time wastewater is supplied. He indicated preliminary preferred locations for water towers. He noted that it might be in our best interests to contract with the City of Savage for water initially.

3) Storm Water (Surface Water Management)

He noted that his plan closely follows Scott County's plans.

Parks and Trails

Bob Kirmis discussed the Township Parks and Trails plan that is a required component of the overall Comp Plan.

He noted a proposed trail along 195th St and also a connection between Murphy Hanrahan Park and Cleary Park.

He called out two park "search areas", one along the Prior Lake Aggregates property and the other adjacent to Murphy Hanrahan Park Reserve.

RR-2 Parcels in Credit River Urban Expansion Areas

Mr. Kirmis presented a note from Scott County asking for Town concurrence with the policy of the County that further lot splits to 2½ acres in the northern part of the Township will not be allowed.

He asked about how to communicate this policy to the property owners and the Board felt that this was the County responsibility.

Next Step

Resident Al Aspengren asked about "sustainable development". Mr. Kirmis noted that at the time the zoning ordinance is presented will be the time to address this.

Attorney Bob Ruppe asked about the progress on the Zoning and Sub-Division. Mr. Kirmis noted that this was complete. He recommended that we concentrate on the Comp Plan first.

Attorney Ruppe noted that the neighboring communities will have up to 6-months to review and comment and he would hope that they would not take that long. At that point, a decision would need to be made to whether or not to incorporate. After that perhaps three months will be required to get a hearing before the administrative law judge.

Also required would be supporting contracts for fire, sheriff, building inspections, legal prosecutions etc. plus cost data for the entire effort. Most of this would not be required, but it would be advantageous if provided.

Mr. Kirmis suggested that the Board review the plan in detail and get comfortable before releasing to the public.

Chair Casey suggested a workshop before the next meeting.

Resident Al Aspengren suggested that the Citizens Advisory Group be offered a copy to get some preliminary comments. The Board was OK with this.

Attorney Ruppe suggested that we supply the County with another copy. Mr. Kirmis suggested that we wait until the new revisions are made.

The workshop meeting will be held Monday February 11th at 6:00 pm.

Regular Meeting

Call to Order

Chairman Dan Casey called the meeting to order at 7:05 pm.

Members Present:

Chairman Dan Casey, Supervisor Leroy Schommer, Supervisor Bruce Nilsen

Others Present:

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

Meeting Minutes

Chairman Dan Casey asked Clerk Jerry Maas to summarize the minutes from January 7, 2008.

There were two corrections requested by the Board and Clerk Maas so noted.

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

Residents Report

None this evening

Open Forum

- 1) Resident Jay Saterbak indicated that he was present at the last meeting. He noted that he had supported the petition for the 5-person board and also was a supporter for incorporation for a variety of reasons.

He indicated that he is disappointed that records are not kept in the Town Hall and asked again why the records were not stored at the Town Hall.

Mr. Saterbak also noted that it was his impression that the Board passed the resolution calling for Option B (appointing Clerk and Treasurer) against their better judgment and wondered if the Board would consider reversing this proposal.

Considerable discussion took place regarding this suggestion; however the Board felt that the question needed to be placed before the voters.

Mr. Saterbak also asked that the Clerk and the Treasurer seek to reconcile the differences that exist between them. Clerk Jerry Maas noted that township business is not being affected and that communications continue between both officials.

Treasurer's Report

Treasurer Holly Batton presented the Treasurer's Report for December 31, 2007.

Supervisor Bruce Nilsen made a motion to accept the report as presented, Supervisor Leroy Schommer offered a second, all in favor, motion carried 3 – 0.

Treasurer Batton asked permission to transfer \$22000 from savings to checking. Supervisor Bruce Nilsen made a motion to approve, Supervisor Leroy Schommer offered a second, all in favor, motion carried 3 – 0.

Escrow Statements

Treasurer Batton presented the summary of the Escrow accounts and asked direction on sending out statements.

Chair Casey asked about the Cedarwood project. Engineer Elliott noted that he had received no communication from the developer.

The Board asked Attorney Ruppe to send a letter

It was noted that the Cress View project is negative and the Board asked Treasurer Batton to ask for \$3000.

It was noted that Don Loehr would like to have a developer's agreement drafted for the Loehr Ridge project. The Board asked Attorney Ruppe to ask the developer for \$5000 escrow and indicate that no work would be done on the project until this was received.

The Board asked Treasurer Batton to request that the developer of South Passage pay the \$76 balance.

The Board asked Treasurer Batton to write the Stonebridge developer's and request an immediate payment of \$1200 or a letter authorizing the Township to take funds from the Letter of Credit.

The Board asked Treasurer Batton to ask the developer's of the Territory for an escrow deposit of \$25,000.

Agenda Item 1 – Jason Allen – Continue Discussion on 3 lot Split on 210th St.

Engineer Jeff Elliott presented information concerning the status of Mr. Allen's project.

Mr. Allen is asking that we extend 210th Street East of Clemwood Drive, but that it be designated as a "Private Drive". Attorney Ruppe noted that there were legal implications and recommended that it not be designated as a "Private Drive". He suggested that we get a temporary easement for a temporary turn-around.

The Board decided that a cul-de-sac that would meet Township requirements would be necessary. Mr. Allen will need to come back before the Board for Plat Approval.

Engineer's Report

1) Stonebridge Project

Engineer Elliott noted that the developer's were not prepared to meet with the Board until the next meeting and requested that the topic be tabled until February 4, 2008.

Chairman Casey noted that there were outstanding issues relating to starting the warranty. Mr. Elliott reviewed these.

2) Approve Plans and Specs on Judicial Road

Engineer Elliott presented the proposed Plans and Specs for Judicial road. He reported that we are within 1% of the estimated costs at this time.

The Board asked that Engineer Elliott make changes as follows:

- a) Change the bituminous overlay from 1.5 inches to 1.6 inches, and
- b) Provide an alternate bid item for bituminous leveling coarse to fill in ruts.

Supervisor Bruce Nilsen made a motion to accept the Plans and Specs with the changes and to send out for bid. Supervisor Leroy Schommer offered a second, all in favor, motion carried 3 – 0.

3) Continue Discussion on County Crack Sealing / Seal Coating / Dust Coating Proposal

Engineer Jeff Elliot reviewed the discussion from the previous meeting and noted that for an additional 5% cost we could take advantage of a “fog seal process” that will potentially minimize the loose rock and improve snow melting with a darker color.

The Board directed Engineer Elliott to include this fog seal process in the proposal to the County.

Supervisor Leroy Schommer made a motion to approve the plan, Supervisor Bruce Nilsen offered a second, motion carried 3 – 0.

4) Discuss Status of Stormwater Plan

Engineer Jeff Elliott updated the Board on the status of this project...

5) Discuss recommendation on manhole cover replacement - Scheer property

Engineer Jeff Elliott noted that he had made a site visit as requested by the Board at the last meeting and it was his recommendation that the cost of this repair be assigned to the common maintenance account for the entire project.

Supervisor Bruce Nilsen made a motion to accept this recommendation. Supervisor Leroy Schommer offered a second, all in favor, motion carried 3 – 0.

The Board asked Clerk Jerry Maas to contact the Scheer’s accordingly.

6) Letter to Territory on weeping

Engineer Jeff Elliott presented a letter that he is proposing to send to the developer. The Board noted a change and asked that Attorney Ruppe review and mail out the letter.

7) Lakeville water

Engineer Jeff Elliott indicated that he received the planned Wellhead Protection Plan from the City of Lakeville and is asking for funds to review.

Supervisor Bruce Nilsen made a motion to approve an expenditure of \$360 to review these plans, Supervisor Leroy Schommer offered a second, motion approved 3 – 0.

Other Business

1) Discuss County Animal Control Contract

Clerk Jerry Maas presented a copy of the Scott County Animal Control Contract that provides for the removal of dead animals from the county roadways. The County is recommending that Townships enter into a similar agreement with the contractor.

Clerk Maas noted that coincidentally, we had just received the bill for our annual expenditure for this service to the Township and it amounted to only \$288. In view of the estimated expense to develop an agreement, he is recommending that we continue as we have.

2) Discuss Minnesota Valley Transportation Request for Resolution

The Minnesota Valley Transportation Authority is asking that communities support their efforts at providing transit for the area by passing a formal resolution to that effect. Clerk Jerry Maas presented a proposed Resolution 2008-02 to that effect.

Supervisor Leroy Schommer made a motion to adopt this resolution, Supervisor Bruce Nilsen offered a second, all in favor, motion passed 3 – 0.

3) Discuss Letter on County Noxious Weed Program

Clerk Jerry Maas noted that the Township had received a request that we submit the Annual Weed Report for 2007 by January 25th. Supervisor Leroy Schommer has completed this and asked that Clerk Maas forward it to the County.

4) Treasurer Holly Batton

a) Discuss Process for Payroll Claims

Treasurer Holly Batton noted that in the future she would like all payroll claims submitted earlier that just prior to the meeting to allow time for processing to insure accuracy.

b) Salary / Compensation Questions

Due to the earlier discussion about developing job descriptions, etc., it didn't appear necessary to discuss this topic at this time.

c) Incorporation Timeline

Treasurer Batton noted that her questions on this had been answered at the workshop held prior to the meeting this evening.

d) PERA Update

Treasurer Batton noted that in order to implement this plan a Board resolution would be required and suggested that we address this at a later date.

5) Ordinance Number Clarification

Attorney Bob Ruppe, noting that two previously adopted Ordinances had the same Ordinance number asked for a motion to correct.

Supervisor Leroy Schommer made a motion to change the Stonebridge CSTS Ordinance to 2006-01B and the Territory CSTS Ordinance to 2006-01A. Supervisor Bruce Nilsen offered a second, all in favor, motion carried 3 – 0.

Review and Pay Bills

The Town Board approved and paid the following claims:

1/8/2008	EFTPSJan08	Anchor Bank	January Withholding Taxes	\$	1,340.22
1/8/2008		Anchor Bank	Service Charges	\$	8.12
1/21/2008	4195	EcoCheck	December CSTS O & M	\$	3,606.75
1/21/2008	4196	Scott County Treasurer	Special Assessment Set-Up	\$	56.00
1/21/2008	4197	Minnesota Revenue	State Tax 2007	\$	819.09
1/21/2008	4198	Mike's Septic System	CSTS Pump-21095 Ridgewood	\$	400.00
1/21/2008	4199	One Call Concepts	General Locate Services	\$	4.35
1/21/2008	4200	Private Underground	December Locate Charges	\$	58.00
1/21/2008	4201	SW Suburban Publishing	Legal Advertising-Prior Lake	\$	210.32
1/21/2008	4202	ECM Publishers	Legal Advertising-Lakeville	\$	173.50
1/21/2008	4203	Art Johnson Trucking	December 2007 Road Maint.	\$	16,555.68
1/21/2008	4204	Braun Intertec	Judicial Rd Pavement Eval	\$	1,428.70
1/21/2008	4205	Integra Telecom	Phone Service	\$	344.12
1/21/2008	4206	4 Paws Animal Control	2007 Animal Disposal	\$	288.00
1/21/2008	4207	Scott Soil & Water	December Inspections	\$	140.00
1/21/2008	4208	Hakanson & Anderson	December Engineering	\$	8,360.65
1/21/2008	4209	Holly Batton	Expense Reimbursement	\$	107.50
1/22/2008	4210	Andrew/Jaime Peterson	Refund NPDES Escrow	\$	2,000.00

Adjourn

There being no further business before the Town Board, Supervisor Bruce Nilsen made a motion to adjourn, Supervisor Leroy Schommer offered a second, all in favor, motion carried 3 - 0. The meeting adjourned at 11:10 pm.

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

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