

Credit River Township Board Meeting Notes

January 3, 2012, 6pm

Call to Order:

Chairman Lawrence called the meeting to order at 6:00 pm.

Members Present:

Chairman Brent Lawrence, Vice Chairman Bruce Nilsen, Supervisor Leroy Schommer, Supervisor Tom Kraft, Supervisor Al Novak

Others Present:

Township Clerk Cathy Haugh, Township Treasurer Sarah LeVoir, Township Engineer Shane Nelson

1 Approve or Amend Agenda

Chairman Lawrence asked if any Board member would like to add or remove anything on the Agenda. Chairman Lawrence would like to add Check Presentation under New Business. Clerk Haugh requested that Creekside Circle Petition and Gill Encroachment Agreement be added to the Clerk's Report. Supervisor Novak added Website Update and Security System to Technology Report.

2 Consent Agenda

- 1) November 7, 21 and December 5, 2011 Board Meeting Notes
- 2) November 2011 Treasurer Report
- 3) December 2011 Developer's Escrow Statements

Vice Chairman Nilsen requested that the November 7th Board meeting notes be removed from the Consent Agenda for further discussion. Supervisor Schommer made a motion to approve the Consent Agenda with the exception of the November 7, 2011 Board Meeting Notes. Vice Chairman Nilsen offered a second, motion passed 5 – 0

3 Open Forum

County Commissioner Tom Wolf reported to the Board that the levy has been set. He further explained that Ted Kowalski would like to amend the Cressview Estates Developer's Agreement to finish the cul-de-sac work previously discussed. Vice Chairman Nilsen stated he does not think the funds that were not intended for this should be used for this project. The Board directed Commissioner Wolf and Ted Kowalski to move forward and report back to the Board.

4 Old Business

- 1) 2012 CSTS Budgets

Treasurer LeVoir provided an overview of her CSTS budget reports to date. The Stonebridge budget is ready to be approved. The Board determined that they would like to have Chairman Lawrence, Supervisor Novak and Treasurer LeVoir host neighborhood meetings with both Territory and Monterey Heights/South Passage Homeowners Associations to discuss rate increase options and then set a date for a rate hearing based on Treasurer's LeVoir's budget reports.

- 2) Gopher State One Call Update

Treasurer LeVoir provided an update on the status of the Gopher State One Call Township billing.

3) November 7, 2011 Board Meeting Notes

Vice Chairman Nilsen made a motion to approve the November 7, 2011 Board Meeting Notes with the noted correction to add Scott County to Supervisor Schommer's Liquor License Resolutions motion. Supervisor Schommer offered a second, motion passed 5 – 0

5 New Business

1) Liberty Creek Development Update

Chairman Lawrence explained that Mark Zweber has requested a meeting with Scott County and Credit River Township to discuss this development. The Board determined that an additional \$500 in escrow funds be requested for Liberty Creek to cover the meeting costs. Chairman Lawrence will contact Mark Zweber to request these funds. Chairman Lawrence will coordinate with Brad Davis at Scott County on date options.

2) Creekwood Lane/Creekwood Road Intersection

Chairman Lawrence explained that resident Dawn Norlander has requested that the Township review the stop sign situation at Creekwood Lane and Creekwood Road. She was present at the meeting tonight and explained the request for a guard rail or tree planting to prevent drivers from not slowing down and sliding through the stop sign. The Board discussed possible options and determined they will request additional salt be added in that intersection.

3) 2012-2021 Transportation Improvement Plan

The Board discussed the county park dedication fund and the suggestion to the County to include the local parks and trails in the County's comprehensive plan. Chairman Lawrence will contact Mark Themig with Scott County and ask him to attend the February 2012 Board meeting to discuss this further.

4) MPCA – Connection to CSTS 1 Update

Chairman Lawrence reviewed the letter received from the MPCA dated December 7, 2011. Engineer Nelson will contact Greg Halling and ask if he can attend the February 2012 Board meeting for further discussion.

5) FEMA Update

Chairman Lawrence reviewed the letter dated December 19, 2011 and explained that the Township will be receiving a check for \$1,898.29 from FEMA and \$569.48 from the State of Minnesota covering expenses from flooding problems in Spring 2011 on Lucerne Trail.

6) Check Presentation

Chairman Lawrence explained that he received a check in the amount of \$176.18 from the former Credit River Citizen's for Change group to be used for park projects and/or trees for parks.

6 Technology Report

1) Website Update

Supervisor Novak explained that he is continuing to investigate website options.

2) Security System Update

Supervisor Novak explained that he is still researching security system options.

7 Road Report

Chairman Lawrence reported on snowplowing.

8 Engineer's Report

1) Lynn, Monterey and 207th Street Update

Engineer Nelson explained the status of the Waiver of Appeals received and the schedule going forward. The Board decided to schedule a second Board meeting in January to determine next steps in process.

2) Seal Coat Project

Engineer Nelson explained that he received a response from Pearson Brothers and they have now removed the rock. The Board discussed the removal of signage and concrete barriers.

Supervisor Schommer suggested we request to borrow a barrier from Scott County. Vice Chairman Nilsen made a motion that the Board issue a retainage refund check in the amount of \$2,500 to Pearson Brothers. Supervisor Schommer offered a second, motion passed 5 – 0

3) Park Fees

This item will be discussed at the February 6, 2012 Board meeting.

4) 19555 Oak Grove Avenue Update

Engineer Nelson suggested we send a letter to Mr. Krieger's attorney indicating we need to collect an additional \$2,500 in escrow funds and that no work be completed come Spring until the Township has received an approved plan. He will further request that all items not on the plan be removed. Supervisor Kraft made a motion to direct Engineer Nelson to send a letter to Attorney Larry Severson and all parties involved requesting an additional \$2,500 in escrow funds and that all the conditions that need to be met be met Supervisor Schommer offered a second, motion passed 5 – 0.

5) 2012-2013 Rates

Engineer Nelson explained the rate information from Hakanson Anderson for 2012-2013. Supervisor Schommer made a motion to accept the increase to Hakanson Anderson's rates for 2012-2013. Supervisor Kraft offered a second, motion passed 5 – 0 .

9 Treasurer's Report

1) Transfer Funds

Supervisor Kraft made a motion to transfer \$200,000 from the savings account to the checking account. Vice Chairman Nilsen offered a second, motion passed 5 – 0

2) Audit Update

Treasurer LeVoir provided an update on the 2011 audit.

3) Escrow / LOC Update

Treasurer LeVoir provided an escrow account / LOC account update

10 Clerk's Report

1) March 2012 Election Update

Clerk Haugh updated the Board on the March 2012 election.

2) Clerk Appointed Position Update

The Human Resource Committee will meet Thursday at 7pm to review resumes.

3) Creekside Circle Road Improvement Petition

Clerk Haugh explained that the Board is now in receipt of the petition signed by 75% of the property owners. The Board directed Engineer Nelson to put together a preliminary estimate for discussion at the February 6, 2012 Board Meeting.

4) Gill Encroachment Agreement

The Board directed Clerk Haugh to send a \$46 bill to Mr. Gill for the Encroachment Agreement Scott County filing fees.

11 Review and Pay Bills

Checks	Paid To	Amount	Comments
Paid Chk# 000115E	Anchor Bank	38.52	Bank Fees November 2011
Paid Chk# 000116E	Anchor Bank	127.93	Townhall Expenses - Postage/Office Supplies
Paid Chk# 000117E	EFTPS	1,062.72	FICA/Medicare/Fed WH
Paid Chk# 000118E	PERA	307.79	PERA
Paid Chk# 006466	AL NOVAK	702.91	December Srv Pd in January
Paid Chk# 006467	BRENT LAWRENCE	797.26	December Srv Pd in January
Paid Chk# 006468	BRUCE NILSEN	717.06	December Srv Pd in January
Paid Chk# 006469	CATHY HAUGH	1,704.09	December Srv Pd in January
Paid Chk# 006470	LEROY SCHOMMER	693.47	December Srv Pd in January
Paid Chk# 006471	SARAH LEVOIR	1,528.98	December Srv Pd in January
Paid Chk# 006472	TOM KRAFT	642.47	December Srv Pd in January
Paid Chk# 006473	AL NOVAK	11.66	December 2011 Expense Reimburs
Paid Chk# 006474	ART JOHNSON TRUCKING INC	2,470.00	December Winter Road Mtc
Paid Chk# 006475	BRENT LAWRENCE	32.19	December 2011 Expense Reimburs
Paid Chk# 006476	BRUCE NILSEN	20.00	December 2011 Expense Reimburs
Paid Chk# 006477	CATHY HAUGH	24.64	December 2011 Expense Reimburs
Paid Chk# 006478	CENTERPOINT ENERGY	94.73	Acct#5179787-6 Townhall Gas
Paid Chk# 006479	CITY OF PRIOR LAKE	105,840.50	First Half 2012 Fire Contract
Paid Chk# 006480	COURI & RUPPE, P.L.L.P.	2,381.25	Legal Fees
Paid Chk# 006481	DALE KUCHINKA	1,628.00	2nd Ditch Mowing 2011
Paid Chk# 006482	DB SERVICES	100.00	Townhall December 2011 Winter
Paid Chk# 006483	ECM PUBLISHERS INC	444.50	Legal Publishings
Paid Chk# 006484	GALLAGHERS	2,877.50	December 2011 Winter Rd Mtc/Birch Repairs
Paid Chk# 006485	GE CAPITAL	149.64	Copier Expense Billing ID 9013
Paid Chk# 006486	HAKANSON ANDERSON ASSOC INC	13,073.15	Engineering Fees November 2011
Paid Chk# 006487	INTEGRA TELECOM	597.08	Phone
Paid Chk# 006488	JJ CREATIVE CARPENTRY	500.00	NPDES Escrow Refund - 21781 Sa
Paid Chk# 006489	MINNESOTA REVENUE MW5	53.19	State WH
Paid Chk# 006490	MVEC	616.48	Electricity
Paid Chk# 006491	SAFETY SIGNS	278.25	6 Reserve Drainfield Signs/Sign Repair
Paid Chk# 006492	SARAH LEVOIR	55.55	December 2011 Expense Reimburs
Paid Chk# 006493	SCOTT SOIL & WATER CONSV DIST	696.50	Building Site Inspection Fees
Paid Chk# 006494	SOUTHWEST SUBURBAN PUBLISHING	138.50	Legal Publishings
Paid Chk# 006495	WELLS FARGO BANK	88,425.00	CRED209AGOI-Principal Bond Pay/Interest Pay
Paid Chk# 006496	XCEL ENERGY	13.21	Acct#51-6509820-6 St. Francis
	Total	228,844.72	

12 Adjourn

There being no further business before the Town Board. Supervisor Schommer made a motion to adjourn the meeting. Vice Chairman Nilsen offered a second. Motion passed 5 – 0. The meeting was adjourned at 8:26pm.

Submitted By: (s/) Cathy Haugh
Township Clerk
Credit River Township

Approved By: (s/) Brent Lawrence
Chairman Board of Supervisors
Credit River Township