

Credit River Township Board Meeting

Monday, August 4, 2014, 6pm

Meeting Minutes

The August 4, 2014 Credit River Township Meeting was called to order with the Pledge of Allegiance at 6PM by Chairman Brent Lawrence.

Members Present:

Chairman Brent Lawrence; Supervisor Leroy Schommer; Supervisor Chris Kostik;
Supervisor Al Novak

Members Absent: Vice Chair Tom Kraft

Others Present:

Township Engineer Shane Nelson, Township Attorney Bob Ruppe, Township Clerk Lisa Quinn, Township Treasurer Sarah LeVoir

1) Approve or Amend Agenda:

Chairman Lawrence asked that "Town Hall" be added to New Business as Item #6; "SCALE" be added to New Business as Item #7; "Minneapolis Gun Club" be added to New Business as Item #8; "County 44" be added to Road Report as Item #1; "Shouldering" be added to Road Report as Item #2; "FEMA" be added to Road Report as Item #3; and "Road Fire" be added to Road Report as Item #4.

Supervisor Kostik made a motion to approve the amended agenda. Supervisor Novak seconded the motion. Motion carried 4-0.

Items were added or changed as requested.

2) Consent Agenda

- 1) June 2014 Treasurer's Report**
- 2) July 2014 Developer's Escrow Statement**
- 3) July 7, 2014 Board Meeting Minutes**

Supervisor Schommer made a motion to approve the Consent Agenda.

Supervisor Novak seconded the motion. Motion carried 4-0.

3) Open Forum

M. Pfeiger, Nevada Avenue Resident, appeared before the Board to report that there is a driveway / drainage issue related to the house being constructed next door to him that is impacting his property.

Supervisor Schommer and Engineer Nelson inspected the damage and they will be meeting with the Builder involved to develop a solution.

There being no other business presented by the assembled residents for Open Forum, it was closed.

4) Driveway Variance Request: 167th Street East.

D. Hoeschen, 167th Street E. Resident, appeared before the Board to request a variance for a second driveway on his property to his accessory structure. The trees on his lot impede a clear access from his existing driveway.

After discussion, the Board declined to consider a driveway variance for this property.

5) Old Business

1) 19555 Oak Grove Avenue.

Attorney Ruppe reports that there is a draft for an Amended Drainage and Utility Easement.

2) Final Schedule for Fall Meetings

Engineer Nelson reports that the Fall Meetings for the 2015 Road Improvements would best be held in August, in accordance with the timeline of the projects.

After discussion, the Board set the Road Improvement Project Meetings for Monday, August 18, 2014, with the following time schedule:

- 1) Gensmer Circle and Rolling Oaks Court Residents: 6 PM
- 2) Valley Oaks First Addition: 6:45 PM.
- 3) Flag Trail: 7:30PM.

Residents will be notified of these Informational Meetings by mail and information will be placed on the website.

Engineer Nelson reported that there were 6 properties that are in Spring Lake Township that would be considered indirect benefitting properties associated with the Flag Trail Improvement. If the project goes forward after the neighborhood meeting, the Credit River Board will contact the Spring Lake Board to discuss assessment details, as they would be the taxing authority.

3) Sue Ann Lane Property

Resident Dave Berens appeared before the Credit River Board to inquire as to the possible concerns they would have, if any, to him developing his tree farm into a wholesale or retail nursery outlet.

Engineer Nelson said his greatest concern would be that with the roads in overall poor condition, a possible challenge would be that tree delivery in the spring would be difficult with road restrictions. Supervisor Schommer mentioned that he would recommend that the current gravel driveway to the property be blacktopped a distance in, to alleviate a problem with the wash out of the gravel into the storm sewers.

Chairman Lawrence recommended the resident finalize his plans and work with Scott County Planning & Zoning to develop a CUP (Conditional Use Permit).

6) New Business

1) Fire Meeting Update. Chairman Lawrence, Vice Chair Kraft, and Treasurer LeVoir had the half year meeting with the City Of Prior Lake Fire Department. Chair Lawrence reports that Chief Hartman is working on the ISO ratings for the Townships. Chief Hartman hopes to have an update on the ISO rating testing around September.

Treasurer LeVoir reports that the preliminary fire / rescue service numbers are currently approximately \$182,000. Budgeting for this was done at \$185,000.

Chairman Lawrence referenced the current contract, and the need to begin negotiations on a new contract if that was the will of the Board to represent the interests of the Township. Attorney Ruppe recommended that he review the drafts as they are prepared so that he may make recommendations on behalf of the Township. Attorney Ruppe also recommended the process begin soon, as to avoid a last minute rush. After discussion, a motion was made.

Supervisor Novak made a motion to renegotiate the current contract with the City of Prior Lake for Fire and Rescue Services at the end of 2015. A second was offered by Supervisor Kostik. Motion passed 4-0.

2) District 4 Meeting.

The Township District 4 Meeting will be held on Thursday, August 14, 2014. The Clerk will post the notice that two or more Supervisors may attend this meeting. The purpose of the meeting is to present legislative and legal information pertaining to Townships.

Supervisor Kostik reports that next year (2015) will be Scott County's year to host the meeting.

3) Scott County Township Association Fall Meeting

Supervisor Kostik reported the Scott County Association of Township Meeting will be held on September 17, 2014, at Spring Lake Town Hall. The SCTA is accepting input from Town Boards on discussion items for this year's meeting. Items mentioned were noise / nuisance ordinances / problems, Scott County location of District 4 Annual Meeting in 2015, and Town Chairman meeting on a quarterly basis.

4) Winter Road Communication

Supervisor Novak is drafting a winter road communication to the Residents of Credit River Township. This will be in regards to new policies for mailbox damages suffered as a result of snowplow damage.

5) Residential Permit Fees

Supervisor Schommer recommends adding an additional escrow amount related to some building permits in Credit River Township, due to recent road damage in the Townships related to staging equipment and building materials on the roads and road right of way.

He recommends raising the escrow for pools and addition. Supervisor Schommer recommends an additional \$1500. for these types of projects. Treasurer LeVoir asked if there would be an additional inspection the property would have to pass if this escrow was implemented; and if so, if there would be a fee charged for this inspection.

Chairman Lawrence directed Engineer Nelson and Attorney Ruppe to review the current NPDES Agreement. and present a draft to be approved by the Town Board.

6) Town Hall

Supervisor Novak reported that the back-up printer for claims has malfunctioned and recommends purchasing one for the Town Hall.

Supervisor Schommer made a motion to purchase a printer for the Treasurer's office up to the cost of \$350.00. Supervisor Kostik seconded the motion. Motion passed 4-0.

There is an extremely strong smell in the Town Hall. Chairman Lawrence asked Supervisor Kostik as the Town Hall Supervisor to look into options that will improve the air quality in the Town Hall. Supervisor Kostik and Chairman Lawrence will look at solutions. Meanwhile, Supervisor Kostik recommends leaving the temperature at 70 degrees, thus increasing air flow. Chairman Lawrence recommends calling a professional service such as Serve-Pro to find out the source of the smell and if there is anything that can be done about it.

7) SCALE

There will be a SCALE meeting Friday, August 15. Chairman Lawrence and Supervisor Novak plan on attending. Chairman Lawrence reports that it is Credit River Township's turn to host SCALE. It presents an opportunity to showcase Credit River Township's attributes. This would still be held at Prior Lake Town Hall.

8) Minneapolis Gun Club

Chairman Lawrence reports that there is a citizens group concerned about the Minneapolis Gun Club CUP (Conditional Use Permit). They are concerned about the traffic & noise associated with increased shooting at the club.

The citizens group will meet again on September 5, 2014.

7) Road Report.

1) County 44

Supervisor Kostik received complaints regarding additional traffic and speed because of County 44 being closed. He asked for additional signage stating “No Outlet” on Country Court and “No Through Traffic” signs along 170th to alleviate traffic issues related to this project.

Chairman Lawrence has asked that Credit River be included in any communications regarding this road project.

2) Shouldering

Supervisor Kostik will meet with Vice Chair Kraft to schedule shouldering in the Township.

3) FEMA

Chairman Lawrence and Vice Chair Kraft have met with FEMA officials and asked for damages during the recent storms totaling \$3400. There will be another meeting in the future to hopefully receive a grant to cover these costs.

4) Road Fire.

Attorney Ruppe noticed the Insurance Company regarding the road damage caused by the car starting on fire on Murphy Lake Road. American Family Insurance will pay the claim and Supervisor Kostik will schedule the work.

Supervisor Schommer commented here that the park play equipment in Creekwood has been finished. Mark's Bobcat did the excavation work and did a very good job. The Creekwood residents are very pleased with the new equipment. This is a Township park and all Township residents can use the park or equipment.

8) Engineer's Report.

1) Pay Estimate #1 for Fern & Birch

Engineer Nelson submitted Pay Estimate #1 from Valley Paving for Fern & Birch, in the amount of \$123,054.88.

Supervisor Schommer made a motion to Pay Estimate #1 in the amount of \$123,054.88 to Valley Paving for work done on Fern & Birch. Supervisor Kostik seconded the motion. Motion passed 4-0.

2) Final Bill Pay for Lynn, Monterey, & 207th Street.

Engineer Nelson submitted the final bill pay from Northwest Asphalt for Lynn, Monterey & 207th Street, in the amount of \$12,554.95. This is the amount with a \$500 amount withheld for future maintenance of two driveways.

Supervisor Novak noted that the three seeded areas that have been in question are not coming up. Supervisor Schommer asks that they be looked at and discussed in September.

Supervisor Novak made a motion to pay the Final Bill for Lynn, Monterey, and 207th Street to Northwest Asphalt in the amount of \$12,554.95. Supervisor Kostik seconded the motion. Motion passed 4-0.

Engineer Nelson reports sealcoating is scheduled for Sept. 19th.
Treasurer LeVoir reports that Judicial has been crack filled, and the Township has been billed.

9) Treasurer Report

1) Transfer Funds. Treasurer LeVoir asked that a transfer of \$220,000.00 be approved from the Township Savings Account to the Township Checking Account to pay claims.

Supervisor Schommer made a motion to transfer \$220,000.00 from the Township Savings Account to the Township Checking Account to pay claims. Supervisor Kostik seconded the motion. Motion passed 4-0.

2) Budget 2015.

Treasurer LeVoir presented the 2015 Levy, and reports that her recommended levy based upon Supervisor input is \$1,275,000.00, which is a 6% increase from last year's levy.

She presented the Budget 2015 page by page to the Board. There were no questions from the Board due to her previous thorough explanations.

Supervisor Novak made a motion that the proposed levy is acceptable. Supervisor Kostik seconded the motion. Motion passed 4-0.

The Board directed that Treasurer LeVoir prepare a power point presentation for the residents at the Continuation of the Annual Meeting.

10) Clerk's Report

1) Election Update.

Clerk Quinn offered an election update regarding the August 12, 2014 Primary Election. Chairman Lawrence will pick up supplies from the County with the Clerk, and help set up the precinct. There were no other comments or questions from the Board.

11) Pay Claims.

Checks:	Paid To:	Amount:	Comments:
Paid Chk# 000267E	ANCHOR BANK	40.00	ACH/Check Scanner Fees
Paid Chk# 000268E	VISA COMMUNITY CARD	257.96	Stamps/Office Supplies/Carbonite/iContact
Paid Chk# 000269E	EFTPS	1,447.49	FICA/Medicare/Fed WH
Paid Chk# 000270E	PERA	687.66	PERA
Paid Chk# 000271E	MINNESOTA REVENUE MW5	117.98	State WH
Paid Chk# 007826	AL NOVAK	649.22	July 2014 Srv Paid in August 2014
Paid Chk# 007827	BRENT LAWRENCE	883.79	July 2014 Srv Paid in August 2014
Paid Chk# 007828	CHRIS KOSTIK	709.57	July 2014 Srv Paid in August 2014
Paid Chk# 007829	LEROY SCHOMMER	651.07	July 2014 Srv Paid in August 2014
Paid Chk# 007830	LISA QUINN	XXXX	July 2014 Srv Paid in August 2014
Paid Chk# 007831	MARY RIEDER	XXXX	July 2014 Srv Paid in August 2014
Paid Chk# 007832	SARAH LEVOIR	XXXX	July 2014 Srv Paid in August 2014
Paid Chk# 007833	TOM KRAFT	633.11	July 2014 Srv Paid in August 2014
Paid Chk# 007834	AL ASPENGTREN	47.04	Election Judge Training Wages & Mileage
Paid Chk# 007835	BARBARA J STARKEY	45.20	Election Judge Training Wages & Mileage
Paid Chk# 007836	DEBRA FAIRBANKS	40.32	Election Judge Training Wages & Mileage
Paid Chk# 007837	JAN PENNEY	48.30	Election Judge Training Wages & Mileage
Paid Chk# 007838	JEROME MICHELS	42.00	Election Judge Training Wages & Mileage
Paid Chk# 007839	JOAN BALDWIN	50.40	Election Judge Training Wages & Mileage
Paid Chk# 007840	JODY M DALLAND	48.16	Election Judge Training Wages & Mileage
Paid Chk#	KAREN CLOUGH	39.20	Election Judge Training Wages

007841			& Mileage
Paid Chk#			Election Judge Training Wages
007842	KATHY URSETH	45.92	& Mileage
Paid Chk#			Election Judge Training Wages
007843	LLOYD ERBAUGH	54.32	& Mileage
Paid Chk#			Election Judge Training Wages
007844	LONNA RIESGRAF	42.00	& Mileage
Paid Chk#			Election Judge Training Wages
007845	MARY ANN MICHELS	61.52	& Mileage
Paid Chk#			Election Judge Training Wages
007846	MARY JANE CASEY	39.20	& Mileage
Paid Chk#			Election Judge Training Wages
007847	RICHARD SEGERS	43.68	& Mileage
Paid Chk#			Election Judge Training Wages
007848	SHERRI RUTMAN	53.76	& Mileage
Paid Chk#			Election Judge Training Wages
007849	THOMAS COSGROVE	39.76	& Mileage
Paid Chk#			July 2014 Expense
007850	AL NOVAK	31.92	Reimbursement
Paid Chk#	ART JOHNSON		
007851	TRUCKING INC	1,874.59	Summer Road Mtc 2014
Paid Chk#	BOHNSACK		Sewer Line Repair - 7850
007852	EXCAVATING INC.	505.00	Painted Sky - Sod
Paid Chk#			July 2014 Expense
007853	BRENT LAWRENCE	53.76	Reimbursement
Paid Chk#	BUSINESS FORMS &		
007854	ACCOUNTING	184.40	Check Stock
Paid Chk#	CENTERPOINT		
007855	ENERGY	12.59	Town Hall Gas
Paid Chk#	CHORES AND MORE		
007856	BY HEIDI INC	85.00	Town Hall Full Clean 06/24/2014
Paid Chk#			July 2014 Expense
007857	CHRIS KOSTIK	163.99	Reimbursement
Paid Chk#			Judicial Road Shared Costs-
007858	CITY OF LAKEVILLE	3,101.20	Crack Seal & Stripping
Paid Chk#	COLLINS TREE CARE,		
007859	INC	650.00	Remove storm damaged tree
Paid Chk#	COURI & RUPPE,		
007860	P.L.L.P.	637.50	Legal Fees
Paid Chk#	ECM PUBLISHERS		
007861	INC	22.68	Legal Publishings
Paid Chk#			
007862	GE CAPITAL	140.01	Copier Expense
Paid Chk#	GOPHER STATE ONE		
007863	CALL	55.10	June 2014 Utility Locates

Paid Chk#	HAKANSON		
007864	ANDERSON ASSOC		
Paid Chk#	INC	13,851.62	Engineering
007865	INTEGRA TELECOM	557.30	Phone
Paid Chk#			July 2014 Expense
007866	LISA QUINN	53.36	Reimbursement
Paid Chk#			NPDES Escrow Refund - 19425
007867	MAJESTIC BUILDERS	2,465.00	Foxfield Dr
Paid Chk#	MARKS BOBCAT		Parks & Town Hall
007868	SERVICE, INC.	1,760.00	Mowing/Trimming
Paid Chk#			July 2014 Expense
007869	MARY RIEDER	26.88	Reimbursement
Paid Chk#			
007870	METRO SALES , INC.	101.81	Copier Quarterly Mtc Contract
Paid Chk#			NPDES Escrow Refund - 6470
007871	MJM	895.00	Century Lane
Paid Chk#			
007872	MVEC	670.23	Electricity
Paid Chk#	NATURAL SYSTEMS		
007873	UTILITIES MN	9,656.67	CSTS Monitoring
Paid Chk#	NORTHWEST		Final Payment - Monterey, Lynn
007874	ASPHALT, INC	12,554.95	& 207th St
Paid Chk#	PRIOR LAKE		Patching - Various Township
007875	BLACKTOP, INC.	71,713.00	Roads
Paid Chk#	ROVE PEST		
007876	CONTROL	75.00	Quarterly Pest Control Service
Paid Chk#			July 2014 Expense
007877	SARAH LEVOIR	50.00	Reimbursement
Paid Chk#	SOUTHWEST		
007878	NEWSPAPERS	164.10	Legal Publishings
Paid Chk#			
007879	VALLEY PAVING, INC.	123,054.88	Pay Estimate #1 - Fern & Birch
Paid Chk#			NPDES Escrow Refund - 8870
007880	VINCENT P BERGER II	940.00	Callander Cir
Paid Chk#			
007881	XCEL ENERGY	12.90	St. Francis Light

Total 256,108.74

12) Adjourn.

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

Supervisor Novak made a motion to adjourn the August 4, 2014 Credit River Township Board Meeting. Supervisor Schommer seconded the motion. Motion carried 4-0.

Meeting adjourned at 8:40 PM.

Recorded by:

Lisa Quinn, Township Clerk

Approved by:

Brent Lawrence,

Chairman, Credit River Township