

**Credit River Township Board Meeting**  
**Monday, April 20, 2015, 7pm**  
**Meeting Minutes**  
**Draft**

**The Reconvene of the April, 2015 Credit River Township Meeting was called to order at 7PM, by Chairman Chris Kostik.**

**Members Present:**

Chairman Chris Kostik; Vice Chair Al Novak, Supervisor Leroy Schommer; Supervisor Brent Lawrence; Supervisor 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:**

Treasurer LeVoir asked that "Check Signers" be added to Old Business as #3. Supervisor Kraft asked that "Owens Property" be added to Old Business as Item # 4; "Stonebridge" be added as Item #5, "Sales Tax" as Item #6, "Gravel Hauling" as Item #7; "Repairs Franciscan Retreat & Creekwood" as Item #8. Engineer Nelson asked that "196<sup>th</sup> Street & Pebblebrook Culvert as Item #9.

**Supervisor Lawrence made a motion to approve the amended agenda.**

**Supervisor Kraft seconded. Motion passed 5-0.**

Items were added as requested.

**2) Old Business**

**1) 2015 CIP Projects**

**A) Flag Trail**

The Board has been meeting & working diligently to address resident concerns with the Flag Trail assessment amount. The Flag Assessment amount was restructured to allow for a larger Town portion on the overlay portion of the project, given the usual Town policy of paying 50% of Overlays.

Attorney Ruppe concurs that according to the informal appraisal that was done, the assessment amount closely matches the actual benefit estimate that is projected to be realized by the properties when the road work is completed.

Board discussion centered upon there being several reasons that it would be beneficial for the project to be done as scheduled at this time; therefore, Supervisor Schommer and Vice Chair Novak will be meeting with key residents to address any remaining concerns and come to an agreement.

Engineer Nelson reminded the Board that the bids are considered valid until mid-May.

**Resident Comments:**

- 1) **D. Cromer**- Boone Ave. - Resident asked if Spring Lake Township will be picking up any of the Credit River Township portion of the road costs for the residents effected in their Township. The Board answer was no. Resident also asked the Credit River Township Board to please clarify to the residents in the Flag Trail Area who are against the project what the cost split would be if the reconstruct/overlay wasn't done at this time, and the road is taken back to gravel (when it deteriorates to the point in which it has to be made safe.) Resident said her concern was that people did not know how much more of a resident cost it is at that point. Vice Chair Novak said he would do so.

Final Board discussion centered upon when Vice Chair Novak & Supervisor Schommer visit with some residents who have objected in writing to the project. The Board agrees that if the objecting residents will rescind their objection in writing after the discussion, they will recommend proceeding with the project.

**B) Rolling Oaks**

Rolling Oaks discussion is tabled until the discussion regarding Flag Trail has been concluded.

**C) Gensmer Cir**

Gensmer Circle discussion is tabled until the discussion regarding Flag Trail has been concluded.

**2) Clerk Compensation**

The Board briefly discussed the Clerk resignation and the search for a replacement. After discussion, a few motions were made.

**Chairman Lawrence made a motion to accept the letter of resignation submitted by Clerk Quinn effective April 30, 2015. Supervisor Kraft seconded the motion. Motion passed 5-0.**

Secondly, Chairman Kostik discussed compensation going forward for the new clerk. After discussion, the Board decided upon the amount of a monthly salary \$2125.00, plus \$30/hr. for any CSTS (Community Sewer Treatment System) related work. This amount would be directly billable to whichever system it was attributable to.

**Supervisor Lawrence made a motion to offer an incoming clerk a monthly salary of \$2125.00, plus an hourly amount of \$30.00 for any CSTS work. Supervisor Schommer seconded. Motion passed 5-0.**

Next, the current clerk compensation was discussed. Even though she is leaving the employ of the Township, her anniversary date has passed and her yearly review was completed.

**Supervisor Lawrence made a motion to offer a 3% increase to Clerk Quinn to bring her hourly compensation to \$29.51 retroactive to March 14, 2015, which is her anniversary date, ending on her last day of work. Supervisor Schommer seconded. Motion passed 5-0.**

Finally on this subject, the Board discussed the timeline and process for an incoming clerk. Since it is unclear at this point whether or not an incoming clerk will be available for work by the current clerk end date, after discussion, a motion was made.

**Supervisor Novak made a motion to offer a Temporary Clerk work at the Deputy Clerk rate of \$24/hr. If the regular clerk substitutes for the incoming clerk she will be paid her regular rate of \$29.51/ hr. Supervisor Schommer seconded. Motion passed 5-0.**

**3) Check Signers**

The Board discussed the options of the changing the Township signers, due to Board reorganization, and other pending staff changes. After discussion, it was decided that the Vice Chair will become the signer, until a permanent clerk is decided upon.

**4) Owens Property**

Supervisor Kraft attended a second DRT (Developers Review Team) meeting on the Traditions Development.

Board discussion centered upon the representative from Tradition's development, Rob St Sauver, not having left the agreed upon escrow for expenses and fees related to meetings on the property with the Town as previously discussed. After discussion, the Board decreed that no further meetings would be attended by Board Members until the escrow has been submitted to the Township.

Attorney Ruppe recommended a 4 – Way Developer's Agreement between Credit River Township, New Market Township, Traditions Development, and Scott County.

**5) Stonebridge**

Supervisor Kraft reported that a resident wants to move a fence in Stonebridge, located currently in the Township ROW (right of way). Resident also wants a dead tree removed from the same area. Upon Board discussion, it was determined that the Township Board had the fence placed in the easement because MPCA (Minnesota Pollution Control

Agency) wants protection for the septic mounds. The matter will be investigated.

**6) Sales Tax**

The Town Board would recommend that the transportation sales tax be kept in the County. Vice Chair Novak will email the County Commission Board regarding Credit River Board supporting the half cent sales tax that will be collected staying in Scott County.

**Supervisor Schommer made a motion to authorize a statement of the Credit River Board's support of the Transportation Sales Tax staying in Scott County. Vice Chair Novak seconded. Motion passed 5-0.**

**7) Gravel Hauling**

Contractors will be gravel hauling in the Township. Supervisor Schommer & Kraft will obtain quotes and arrange for the work.

**8) Repairs to Franciscan Retreat & Creekwood**

Two estimates were received to repair Franciscan Retreat & Creekwood roads.

Prior Lake Blacktop gave an estimate for the following:

Franciscan Retreat: \$24,037.00

Creekwood: \$22,296.00

These projected repairs will send the Town Road Repair Budget over. However, Board discussion centered upon the repairs being necessary and additional funds being available as the snowplowing budget was way under this year.

**Supervisor Lawrence made a motion to accept the quotes for Prior Lake Blacktop for repairs to Franciscan Retreat and Creekwood Neighborhood Roads.**

**Supervisor Schommer seconded. Motion passed 5-0.**

**9) 196<sup>th</sup> Street Culvert & Pebblebrook**

A resident reported that a culvert on 196<sup>th</sup> was eroded and rusted.

Upon inspection, Engineer Nelson states that an emergency repair will probably be necessary. Supervisor Schommer reports that there is another eroded culvert on Pebblebrook that will need repairs/replacement.

Supervisor Schommer asked the Clerk to add "Drainage" to the May 4, 2015 Board Meeting Agenda.

**11) Adjourn**

There being no further business before the Town Board, a motion to adjourn the April 2015 Credit River Township Board Meeting was heard.

**Supervisor Lawrence made a motion to adjourn the reconvene of the April 2015 Credit River Township Board Meeting. Supervisor Kraft seconded the motion. Motion carried 5-0.**

The Reconvene of the April 2015 Credit River Township Board Meeting was adjourned at 8:37 PM.

**Recorded by:**

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**Lisa Quinn**  
**Clerk of Credit River Township**

**Approved by:**

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**Chris Kostik**

**Chairman, Board of Supervisors**

**Credit River Township**