

Credit River Township Meeting Minutes May 2, 2005

Call to Order

Chairman Dan Casey called the meeting to order at 7:00 pm

Members Present:

Chairman Dan Casey, Supervisor Bruce Nilsen, Supervisor Leroy Schommer

Others Present:

Clerk Jerry Maas, Treasurer Holly Batton, Township Attorney Bob Ruppe, Township Engineer Jeff Elliott, Township Planning Consultant Bob Kirmis, SSD Consultant Bridget Chard

Minutes of the previous meeting:

Chairman Casey called for a motion to accept the minutes from the April 4, 2005 meeting.

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

Treasurers Report:

The Treasurer's report was submitted by Treasurer Holly Batton. Supervisor Bruce Nilsen made a motion to accept this report as presented. Supervisor Leroy Schommer offered a second, all in favor, motion carried 3 – 0.

Agenda Items

Sheriff's Report

Deputies Todd Lansman and Steve Collins appeared to present the report for the month of April. There were 129 total calls for the month of April.

Resident's Group Report

Tim Bendel, co-chairman of the Citizen's Advisory Group (CAG) presented a report on the group's recent activities. Attorney Ruppe noted that his office had compiled a book of the current ordinances in effect in the Township. The CAG had requested this at the previous meeting and intends to review these and offer recommendations to the Town Board.

Mr. Bendel noted that the Scott County Resident Survey results are now available and they will be reviewing these in the near future.

The next meeting of the CAG is scheduled for 5/17/05.

Open Forum

- 1) Resident Todd Shilling asked about the easement paperwork for Dakota Ave. Clerk Jerry Maas indicated that it was in process and should be ready in the next few days
- 2) Resident Ruth McLeod noted that the Interstate 35 underpass at 185th Street is scheduled to be closed this weekend.

She also asked if the Township has a water conservation policy (sprinkling ordinance) and it was pointed out that we don't. She asked that the Board give it some consideration. Chairman Casey pointed out that we have a different situation in the township because residents have their own water wells as opposed to municipal systems.

Attorney Bob Ruppe pointed out that a resolution setting a policy might be in order to get residents to cooperate voluntarily.

Agenda Item # 1 – Ward Larson, Resident of Judicial Road – Discuss concept proposal for addition to home

Ward Larson, resident of 19380 Judicial Road presented some information on a plan he has in mind for his property. He noted that he has a ½ mile long driveway off of Judicial Road and was asked to submit a proposal to relocate a driveway through the new Stonegate project. He inquired as to whether or not he would need a permit to add a second driveway. He noted that he felt he could save some money by doing it at this time.

Chairman Casey stated that the Township currently has a policy of one access per parcel and he indicated that should Mr. Larson add a connection to the Stonegate project, that the Township would probably ask that the Judicial Road access be closed.

Mr. Larson also presented a proposal for an addition to his home to accommodate either his parents or his wife's parents. He would like to provide some separation of the living accommodations. He noted that in his discussions with Scott County, they seemed open to attempting to accommodate these situations.

Chairman Casey noted that the Township is only a recommending body and that the county is the ultimate zoning authority.

Township Planning consultant, Bob Kirmis noted that a request would need to be made to the county to redefine "single family" homes in the zoning ordinances.

Agenda Item # 2 – Bridget Chard – CSTS Consultant – Discuss CSTS Open Items, Pumping Contract, etc.

a) Pumping Contract

Consultant Bridget Chard noted that a request for pumping proposals was sent out to seven prospective companies. We received 2 proposals as follows:

Swedlund bid at \$115 per home

Mike's Septic at \$135 per home

Supervisor Bruce Nilsen asked how the three year cycles are determined. Ms. Chard noted that the staff will need to address that in the contract.

Supervisor Leroy Schommer made a motion to accept the bid from Swedlund at \$115 per home, conditioned on Swedlund entering into a contract to provide these services that is acceptable to the Township Engineer and Township Attorney. Supervisor Bruce Nilsen offered a second, all in favor, motion carried 3 – 0.

b) GASB 34 compliance for the Township Accounting System

Consultant Bridget Chard indicated that a meeting has been set up on May 13th with the State Auditors Office and the MN Association of Townships to review this requirement with special emphasis on its application to our SSD accounting systems.

c) Rate Hearings

Consultant Bridget Chard indicated that she has contacted Mr. Paul Heuer for the numbers from the final design and will do the same for Stonebridge Estates with Mr. Matt Froehlich.

Agenda Item # 3 – Ted Kowalski – On Site Marketing – Discuss Turn Lane Finances – Parking Lot paving plans

Ted Kowalski, developer for On Site Marketing, wanted to insure that credits are issued for turn lanes and by-pass lanes that they plan to install as a part of the Cress View Project.

Mr. Kowalski also noted that they are improving existing Township Roads and was inquiring as to a potential credit that might be in order against the lot fees they are also paying.

Attorney Bob Ruppe indicated that he would review both of these items as a part of the Developer's Agreement but noted that these lot fees are to reimburse the Township for use (wear and tear) to existing roads.

The Board reiterated its desire to have a separate agreement as to the paving of the parking lot.

Agenda Item # 4 – Discuss relationship with Northwest Associated Consults (NAC) – Contract – Proposal for Park Plan, Etc.

Township Planning Consultant, Bob Kirmis noted that they had sent over a professional services contract for the Board to review. The Board asked Attorney Bob Ruppe to review this contract and be prepared to offer a recommendation at the next meeting.

Mr. Kirmis noted that he is not clear as to what is desired as to a Park Plan. It was decided that Mr. Kirmis will meet with the Citizen's Advisory Group (CAG) to get some idea of what might be included in such a plan.

Chairman Dan Casey asked how big a step would be needed to assume responsibility for our own planning and zoning. Attorney Bob Ruppe suggested that we first review the counties ordinances concerning Planning and Zoning to determine if we wish to make them more restrictive. He cautioned that should we take on this responsibility, we also will need to assume responsibility for compliance and enforcement on planning and zoning issues.

Agenda Item # 5 – Other Business

- 1) Discuss Plan for Capital Improvements (Roads) within the Township

Engineer Jeff Elliott asked for direction as to what was desired. He suggested that an approach might be to first develop a road inventory and then to assess the condition of each township road. Following this a program to establish what remedial approaches should be pursued and how much of a budget should be allocated.

He went on to outline five levels of repair (1) Crack sealing, (2) Seal coating, (3) local patching, (4) overlay, and (5) reconstruction.

Mr. Elliott originally estimated that it would cost about \$3000 to prepare a plan, however he was not aware that the Township had in excess of 50 miles of road and asked that he be given an opportunity to review the projected cost based on this new information.

Supervisor Bruce Nilsen agreed to review some of the roads Engineer Elliott as he gathers some data to start working on this plan.

- 2) Ordinance on Door to Door Solicitation

Attorney Bob Ruppe reported that he has not been able to complete discussions with the Scott County Sheriff on this issue. He will have the information for the next meeting.

- 3) Hakanson Anderson Water Study Proposal

Engineer Jeff Elliott reminded the Board that he had presented a proposal several months ago and was interested in the Board's thoughts at this time.

Chair Dan Casey indicated that the \$40,000 price tag is quite a hefty amount and wonders if any information could be obtained from the current City of Savage water study. Engineer Jeff Elliot indicated that he didn't think this information would be pertinent.

The Board decided to table further discussion on this topic until the next meeting.

4) NPDES Mapping Requirements

Clerk Jerry Maas noted that we have an ongoing responsibility to completely map the Township Stormwater conveyance system according to the NPDES program we are working under. He noted that we are already behind and asked the Board's desire as to what direction we might expect on this project.

Engineer Jeff Elliott noted that there might be several efforts ongoing within the County to accomplish this task and he suggested that he explore these and report back at the next meeting.

5) Update on Town Hall Remodeling Proposals

Treasurer Holly Batton reported that the County Building Official had reviewed our plans and indicated that we won't need an architect design.

In the interest of saving time, it was decided that staff will present three layouts for the Board to review.

5) Road Restrictions

The Town Board lifted all road restrictions within the township immediately with the exception of Huntington Way which will remain at 5 tons.

6) One Call Concept MOU and Release from Liability

Supervisor Bruce Nilsen made a motion to accept this Memo of Understanding for Locate Services within the Township. Supervisor Leroy Schommer offered a second, all in favor, motion carried 3 – 0.

7) Developer Agreement – Monterey Heights

Attorney Bob Ruppe noted that the developer's agreement for Monterey Heights has not been recorded at the county and asked for a motion to reformat the title page to allow it to be recorded. Supervisor Leroy Schommer made a motion to add an addendum to the Monterey Heights Developer's Agreement to reformat the document to allow for recording at Scott County. Supervisor Bruce Nilsen offered a second, all in favor, motion carried 3 – 0.

8) Fencing Monterey Heights and South Passage.

Supervisor Bruce Nilsen noted that the required fencing is not installed around the CSTS mound systems in these developments. The MPCA permit requires this fencing. The board directed Engineer Jeff Elliott to email these requirements to Attorney Ruppe and that Attorney Ruppe send a letter noting the default to the developers.

9) Late payment fee for CSTS

The Board authorized a \$10.00 per month late fee for defaults of CSTS sewer payments. The billing is to be on a per lot basis. The first of three required notices should accompany the August billing in preparation for assigning to taxes.

10) Broadview Ave.

Engineer Elliott indicated that the preliminary plans did not show completion of the road to the property border. He will check with the county for final plans.

11) France Blvd/ France Court landscape issues

This problem will be solved when the second lift is applied in mid-summer.

Review and Pay Bills

The Town Board approved the following claims for payment:

5/2/2005	2497	Booth Documents & Publishers	Treasurer's Receipt Books	\$	173.65
5/2/2005	2498	Jerry Maas	Expenses	\$	230.95
5/2/2005	2499	Dan Casey	Cell Phone Allowance	\$	50.00
5/2/2005	2500	Bruce Nilsen	Expenses	\$	147.58
5/2/2005	2501	Holly Batton	Expenses	\$	54.29
5/2/2005	2502	Leroy Schommer	Expenses	\$	74.60
5/2/2005	2503	Void		\$	-
5/2/2005	2504	Minnesota Revenue	Annual WQ Permit Territory	\$	757.50
5/2/2005	2505	Dennis Karow	Park Lawn Care	\$	543.15
5/2/2005	2506	Art Johnson Trucking	Blade Roads	\$	1,812.50
5/2/2005	2507	Minnesota Valley Electric	Town Hall Electricity	\$	37.00
5/2/2005	2508	Bridget Chard	SSD Consulting Fees	\$	420.00
5/2/2005	2509	DB Services	Pebblebrook Culvert Repair	\$	4,504.34
5/2/2005	2510	Doug Scheurenbrand	Township Gen'l Maintenance	\$	614.13
5/2/2005	2511	Holly Batton	Services as Treasurer	\$	1,254.81
5/2/2005	2512	Dan Casey	Services as Supervisor	\$	711.09
5/2/2005	2513	Jerald R Maas	Services as Clerk	\$	2,955.20
5/2/2005	2514	Bruce Nilsen	Services as Supervisor	\$	932.73
5/2/2005	2515	Leroy Schommer	Services as Supervisor	\$	766.50

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 10:55 pm.

Submitted By: (s/) Jerald R. Maas

Township Clerk
Credit River Township

Approved By : (s/) Dan Casey

Chairman – Board of Supervisors
Credit River Township