

**OFFICIAL MINUTES
SPRING LAKE TOWNSHIP
MONTHLY BOARD MEETING
MARCH 10, 2016**

SPRING LAKE TOWNSHIP TOWN HALL
20381 FAIRLAWN AVENUE, PRIOR LAKE, MN

Present:

Doug Berens - Supervisor Glenn Kelley – Supervisor Ted Kowalski - Supervisor
Kathy Nielsen – Clerk Stacy Siegle - Treasurer

Also Present:

Mark Statz – Stantec

- 1) a) The meeting was called to order by Chairman Kelley at 7:02 p.m. The pledge of Allegiance was said.
b) Changes to the agenda. Items 3.b and 3.e were deferred to the April agenda. Staff requested the addition of item 3.h, consider a letter of agreement for construction services for the Lake Ridge Drive project, and item 3.i, consider a letter of agreement for construction service for the Spring Lake Circle/Vergus Avenue project. Kelley motioned to approve the agenda as amended. Berens seconded. All in favor.
c) Approval of the February 11, 2016 meeting minutes. Berens made a motion to approve the minutes. Kowalski seconded. The minutes were approved 3-0.
- 2) **Public Commentary.** Curt Hennes, Prior Lake Spring Lake Watershed District manager reminded the Board that District will host a spring clean up of Prior Lake on April 24th.
- 3) **Agenda Items**
 - a) Chuck Dueber, 2986 South Shore Circle – request to support a variance from the impervious surface limit of 25% to 36.71%. Chuck Dueber is seeking a variance from the Scott County impervious surface limit in order to construct a garage addition to his existing home. John Anderson, representing Dueber, presented the proposal. Anderson presented, as a practical difficulty, the fact that the township declined to vacate the town ROW. Had the township allowed the vacation, the proposed addition would comply with the City’s 30% impervious surface limit. Anderson also provided two letters of support from neighbors for the project.

The Board made the following findings. 1) The property is located in the Orderly Annexation Area 24.1 and is schedule for annexation into the City of Prior Lake in 2024. 2) The City of Prior Lake has a 30% impervious surface limit. 3) The parcel has a practical difficulty in so far as the parcel when purchased had a surface area estimated at 8,384 sf. with impervious coverage of 48% 4) In 2013 Dueber purchased an additional 3,960 sf from an adjacent parcel to reduce his impervious surface area to within the required limits. 5) The proposed addition is harmonious with the neighborhood.

Based on these finding, Kowalski made a motion to support the variance request for impervious surface coverage of 36.71%, with the following conditions, 1) the applicant shall reduce the impervious surface consistent with the recommendation by the Orderly Annexation Board and approved by County staff prior to building permit submittal, 2) the applicant shall submit a landscaping plan which includes a water quality BMP designed to treat the additional 6.71% of impervious surface in excess of the City’s limit, and such plan shall be approved by County staff prior to issuing a building permit on the addition and 3) the impervious surface calculation shall be performed by a licensed surveyor. Kelley seconded. All in favor.

- b) Tom Wirtzfeld, Advanced Septic Solutions – update on Ben’s Bay Subordinate Service District. This item was deferred to the April meeting.
- c) Public Hearing on the township Storm Water Pollution Prevention Plan. Staff presented an overview of the National Pollution Detection and Elimination System Permit and the town’s Storm Water Pollution Prevention Plan (SWPPP). At 7:55 p.m. Kelley made a motion to open the public hearing to seek input on the adequacy of the town’s SWPPP. Berens seconded. All in favor. Hearing no comment, Kelley made a motion to close the public hearing. Kowalski seconded. The public hearing was closed.
- d) Consider quotes for various township services. Staff presented quotes for services, noting the following as the lowest quote received.
 - TJ Deutsch for ditch mowing at a rate of \$44 per mile, plus a fuel surcharge if over \$3.00 per gallon.
 - Specialized Sanitation for porta-potty service at Fish Lake Park at a rate of \$110 per month.
 - Klingberg Trucking for gravel hauling at a rate of \$4.25 per ton from Kraemer.
 - Central Applicators for weed and brush spraying at a rate of \$60 per mile, plus chemical costs.

Staff presented two quotes for park maintenance. The Board reviewed the quotes and determined that it was in the township’s best interest to have a consistent service provider for multiple years. Therefore, the Board chose to retain Jake Mast Outdoors, L.L.C. to provide park maintenance services in 2016. The Board directed staff to change the quote process in 2017 to extend the service period to three years.

Kowalski made a motion to approve the quotes, seconded by Berens. All in favor.

- e) Consider a policy regarding payment of claims. This item was deferred to a future meeting.
- f) Consider quotes for an overlay of 180th Street between Fairlawn Ave and Highway 13. Statz present the quotes noting the lowest quote was from McNamara Contracting, Inc. in the amount of \$77,768. Berens made a motion to award the contract to McNamara Contracting, Inc. in the amount of \$77,768. Kowalski seconded. All in favor. Staff was directed to notify affected residents of this pending improvement.
- g) Consider approval of 2015 audited financial statements. Siegle noted that there have been no material changes to the financial statements as presented at the Board of Audit meeting. Kowalski made a motion to approve the 2015 audited financial statements. Berens seconded. All in favor.
- h) Consider a letter of agreement for construction services on the Lake Ridge Drive road improvement project. Statz presented a letter of agreement for construction services on the Lake Ridge Drive road improvement project with an estimated amount of \$32,000. Kelley made a motion to approve the letter of agreement for construction services with an estimated amount of \$32,000. Kowalski seconded. All in favor.
- i) Consider a letter of agreement for construction services on the Spring Lake Circle/Vergus Ave road improvement project. Statz presented a letter of agreement for construction services on the Spring Lake Circle/Vergus Ave road improvement project with an estimated amount of \$24,000. Kowalski made a motion to approve the letter of agreement for construction services with an estimated amount of \$24,000. Kelley seconded. The motion passed 2/0 with Berens abstaining.

4) Engineer’s Report.

Statz presented the March Engineer’s Report.

- a) 180th Street speed limit signs. 45 mph signs were installed at each end of 180th Street between Mushtown Rd and Revere Way. Signs near Wellington Ave. still need to be installed.
- b) 2016 Bituminous maintenance. Bids for bituminous maintenance will be received tomorrow. Approval of the bids should be added to the April Board meeting agenda.
- c) Spring road tour. The spring road tour will be conducted on March 26th at 8:00 a.m.
- d) Turn lanes at Vergus Ave and Highway 13. Statz met with staff from MnDOT's Cooperative Agreement program to discuss the viability of this project for state funding. MnDOT staff found the project to be a good candidate. The Board authorized staff to submit an application for Cooperative Agreement funding for turn lanes at Vergus & Hwy 13. Staff was also directed to contact Scott County to encourage them to apply for Cooperation Agreement funding for the intersection of Fairlawn Ave and Hwy 13.
- e) Quote for pothole filling. Statz presented a quote for pothole filling from Northwest Asphalt, Inc. Kowalski made a motion to accept the quote. Berens seconded. All in favor.

5) Road Report

- a) Gravel road rutting. Some gravel roads are showing signs that someone is deliberately rutting the roads.
- b) Weight restrictions. Weight restrictions signs have been posted.
- c) Vergus Ave near CSAH 8. A dip in the road formed where a culvert was previously installed. Doug Johnson was called to add more rock to the area.

6) Parks and Town Hall Report

- a) Gutters. After taking another look at the situation, Kowalski determined that no adjustment to the town hall gutter extensions is warranted.
- b) PLAY season. Kowalski will reach out to PLAY to discuss their needs for 2016.

7) Water Resources Report

- a) MPCA Watershed Restoration Program TMDL Study. The MPCA is writing a TMDL report for a number of impaired lakes in Scott County, including Clearly Lake and Fish Lake. The township will have a Waste Load Allocation under this study which will have to be addressed in the TMDL implementation plan. The informal comment period ends on March 29th. Stantec will review the TMDL and provide comments.
- b) WSUM workshop. Board members were reminded of the joint Prior Lake City Council/Spring Lake Town Board workshop on revisions to water surface use management rules.

8) Treasurer's Report

- a) Siegle presented the February, 2016 Treasurer's Report. In February total receipts were \$54,254, total disbursements were \$72,545, and the ending cash balance was \$1,965,386. Kelley made a motion to approve the February, 2016 Treasurer's Report. Berens seconded. All in favor.

9) New Business/Old Business

- a) Date of April Board meeting. The date of the April Board meeting has been changed to April 21st.

10) Approval of disbursements. The Board reviewed the March, 2016 disbursement ledgers and approved checks numbered, 11319 to 11344, to be issued. The checks were signed and given to Nielsen for mailing.

11) The following items were included in the Board's information packets for informational purposes:

- List of upcoming meetings

There being no further business before the Board, Kelley made a motion to adjourn. Berens seconded. All in favor. The meeting was adjourned at 9:57 p.m.

Kathy Nielsen, Clerk
Spring Lake Township

Minutes approved _____

Glenn Kelley, Chairman

Kathy Nielsen, Clerk