

**OFFICIAL MINUTES  
SPRING LAKE TOWNSHIP  
MONTHLY BOARD MEETING  
OCTOBER 13, 2016**

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

Present:

Doug Berens - Supervisor  
Kathy Nielsen – Clerk

Glenn Kelley – Supervisor  
Stacy Siegle - Treasurer

Ted Kowalski - Supervisor  
Sara Domer – Deputy Clerk

Also Present:

Mark Statz – Stantec

Kyle Renneke - Stantec

Bob Bauer – Township  
Attorney

- 1) a) The meeting was called to order by Chairman Kelley at 7:00 p.m. The pledge of Allegiance was said.  
b) Changes to the agenda. Staff requested the addition of 1) Discussion of orderly annexation of area 8.1 and 10.3 into the City of Prior Lake, 2) Consideration of a resolution certifying assessments for improvement of Spring Lake Circle and that section of Vergus Avenue from Highway 13 north to Spring Lake Circle, and 3) Consider a resolution certifying assessments for improvement of Lake Ridge Drive. Staff request the following items be deferred to the November meeting 1) Approval of pay request #3 for the Spring Lake Circle road improvement project and 2) Consider a shared road maintenance agreement with the City of Prior Lake. Kelley made a motion to approve the agenda as amended. Berens seconded. All in favor.  
c) Approval of the September 8, 2016 meeting minutes. Berens made a motion to approve the minutes. Kowalski seconded. The minutes were approved 3-0.
- 2) **Public Commentary.** Curt Hennes, PLSLWD Manager, 10/30 will sponsor a fall cleanup at Sand Point Beach Park. Hennes encouraged residents to mulch or compost fall leaves. Tom Wolf, Scott Co. reported that S.M. Hentges has filed suit over the County Board’s rejection of their permit for a gravel pit in Sand Creek Township. Wolf noted that the County Board has approved two solar gardens. Robert Busacker asked the Board to do additional ditch cleaning on 195<sup>th</sup> Street. Berens directed Busacker to have Gene or John Busacker call him to discuss the request.
- 3) **Agenda Items**
  - a) Marty Northrup - Consider application for deferment of special assessment for PID #110690170, 20127 Lake Ridge Drive. Nielsen informed the Board that she reviewed the application and determined that the Northrup application meets all of the criteria set forth in the Township Policy on Deferred Assessments. Kelley made a motion to approve the Northrup application for deferment of the special assessment for PID #110690170, 20127 Lake Ridge Drive. Berens seconded. All in favor. Northrup was reminded that it is his duty to notify the Town Clerk of any change in his status that would affect eligibility for deferment.
  - b) Discussion of orderly annexation of Areas 8.1 and 10.3 into the City of Prior Lake.  
The Township has been informed that the Prior Lake City Council will, on October 24th be considering a resolution to annex areas 8.1, an undeveloped area and 10.3, the Autumn Acres neighborhood. City sewer and water currently abuts Area 8.1. Since 2016 is the deadline for the City to exercise its right to annex area 8.1, it is likely that the City Council will approve the annexation of this area on October 24th.

City sewer and water also abuts area 10.3, which is proposed for annexation in 2016. This area is a developed 2.5 acre rural residential neighborhood with homes served by individual well

and septic. The City has stated that it will likely not be providing municipal sewer and water to this area for another 15 to 20 years, until such time as new infrastructure is needed. The impetus for annexation of this area at this time comes from the fact that annexation of area 8.1 will leave area 10.3 as an island of Spring Lake Township surrounded by the City of Prior Lake.

The board received a petition from residents of area 10.3 opposing annexation at this time. Rogness indicated that the request to delay the annexation of area 10.3 is a legitimate request.

**Kowalski** asked how much taxes will increase for affected properties. Rogness reported that he has done a comparison of a few properties and it roughly doubles the municipal taxes.

**Sean Condon 1750 165<sup>th</sup> St. E** – Will annexation involve any special assessments? Rogness responded that no special assessments will apply.

**Joe West 965 160<sup>th</sup> Street** –Area 8.1 won't get sewer and water for 10+ years. Annexation of this area should be delayed since services won't be provided.

**Royce Neibert 1656 N. 165<sup>th</sup> Street** – Stated he wouldn't be against annexation if municipal services were going to be provided.

**Nate Klinski 1985 160<sup>th</sup> Street**- Asked for annexation of area 8.1 to be delayed.

**Statz** - Asked if the City has a sewer/water fee that is paid by all residents. Rogness will look into this.

**Rogness** expressed the City's strong interest in renegotiating the Orderly Annexation Agreement to redefine the annexation areas. Berens expressed an interest in deferring annexation of both Areas 8.1 and 10.3 and renegotiating the OAA. Rogness stated the City has a strong interest in annexing Area 8.1 since sewer water are now at the intersection of County Roads 17 & 12 and development must take place in an orderly manner.

**Joe West** suggested dividing Area 8.1 into a northerly section and a southerly section, so that only the southerly portion, where municipal services are located, is annexed at this time.

**Bauer** suggested the Town Board ask the City to defer annexation of Area 10.3 until 2018, and ask for Area 8.1 be allowed to drop from the OAA, with a commitment to renegotiate the agreement. If the City is not open to dropping Area 8.1 from annexation, the Town Board should request that Area 8.1 be split into 8.1.a (south) and 8.1.b (north), with deferral of 8.1.b to a later annexation date. Kowalski made a motion directing Bauer to draft a letter petitioning the City as suggested. Berens seconded. All in favor.

- c) Approval of pay request #4 for the Lake Ridge Drive road improvement project. Kowalski made a motion to approve pay request #4 in the amount of \$27,695.07. Kelley seconded. All in favor.
- d) Approval of pay request #3 for the Spring Lake Circle road improvement project. This item was deferred to the November meeting.
- e) Approval of pay request #2 for the 180<sup>th</sup> Street overlay project. Statz presented pay request #2 in the amount of \$17,233.38. Renneke reported that McNamara Contracting, Inc. repaired the four areas of shoving which Statz determined were the responsibility of the contractor. Striping has also been completed. Kelley made a motion to approve pay request #2 in the amount of \$17,233.38. Berens seconded. The motion passed 3/0.
- f) Consider a resolution certifying assessments for unpaid utilities. Berens made a motion to adopt Resolution #16-012 certifying assessments for unpaid utility balances owed to the township. Kelley seconded. All in favor.
- g) Consider revisions to the shared road maintenance agreement with the City of Prior Lake. This item was deferred to the November agenda.
- h) Consider a resolution certifying assessments for improvement of Spring Lake Circle and that section of Vergus Avenue from Highway 13 north to Spring Lake Circle. Kowalski made a motion to adopt Resolution #16-013 certifying assessments in the amount of \$60,900 for improvement of Spring Lake Circle and that section of Vergus Avenue from Highway 13 north to Spring Lake Circle. Kelley seconded. The motion passed 2/0 with Berens abstaining.

- i) Consider a resolution certifying assessments for improvement of Lake Ridge Drive. Kelley made a motion to adopt Resolution #16-014 certifying assessments in the amount of \$97,744 for improvement of Lake Ridge Drive. Berens seconded. All in favor.

**4) Engineer's Report.**

Statz presented the October, 2016 Engineer's Report.

- a) Xeon Avenue. Statz is drafting a final record plan set for township files.
- b) Spring Lake Circle Improvement Project. Striping and final punchlist items need to be completed. A final pay request may be presented at the November board meeting.
- c) Lake Ridge Drive Improvement Project. Final punchlist items need to be completed. A final pay request may be presented at the November board meeting.
- d) Vergus/Highway 13 turn lanes. This project did not receive MnDOT grant funding. Staff will debrief with MnDOT to determine what elements of the project could be changed to make a subsequent application more competitive. The Board expressed interest in reapplying for grant funding in 2017.
- e) 180<sup>th</sup> Street ditch corrections. Regrading and seeding of 180<sup>th</sup> Street west of Wellington Ave is in progress.
- f) 2016 Road Striping. Striping has been completed on Mushtown Rd. and Vergus Avenue. Therefore, all 2016 road maintenance has been finished.
- g) Turn lanes. The next turn lane meeting is scheduled for October 17<sup>th</sup>.

**5) Road Report**

- a) Tree trimming. The road overseer, Pat Pitlick, provided a list of areas where tree trimming is needed. Berens will review and order trimming as needed.
- b) Traffic sign maintenance. Pitlick provided a list of road signs that have been replaced.
- c) Buck Lake Circle. This road has spots of "alligator cracking."
- d) 3051 210<sup>th</sup> Street. Erosion from this driveway is washing gravel into the ditch and causing erosion on the 210<sup>th</sup> Street. Renneke will inspect the area.
- e) Tree trimming. The Board will review the need for tree trimming at 2571 South Shore Drive.

**6) Parks and Town Hall Report**

- a) Office remodel. Drawings have been finalized and cabinets are being constructed.
- b) Fall blowout. Irrigation system & water fountain have been blown out for the winter.

**7) Water Resources Report**

- a) WSUM education task force. The WSUM task force met earlier today. The task force will develop signage and an outreach program to educate residents on the new water surface use management regulations.
- b) PLSLWD boat tour. Kelley attended the boat tour.

**8) Treasurer's Report**

- a) Siegle presented the September 30, 2016 Treasurer's Report. In September total receipts were \$35,813.42, total disbursements were \$143,143.11, and the ending cash balance was \$1,292,541. Kelley made a motion to approve the September, 2016 Treasurer's Report. Kowalski seconded. All in favor.

**9) New Business/Old Business**

- a) Fire chief interviews. Kelley will participate in interviews for the new City of Prior Lake Fire Chief. Interviews will be held on October 28<sup>th</sup>.

- 10) Approval of disbursements.** The Board reviewed the October, 2016 disbursement ledgers and approved checks numbered, 11564 to 11599, 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
- September 26<sup>th</sup> memo from Scott County Planning Manager regarding a 2040 Comprehensive Plan kick-off meeting.

There being no further business before the Board, Kowalski made a motion to adjourn. Kelley seconded. All in favor. The meeting was adjourned at 9:10 p.m.

Kathy Nielsen, Clerk  
Spring Lake Township

Minutes approved \_\_\_\_\_

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Glenn Kelley, Chairman

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Kathy Nielsen, Clerk