

**OFFICIAL MINUTES  
SPRING LAKE TOWNSHIP  
MONTHLY BOARD MEETING  
December 8th, 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	Sara Domer – Deputy Clerk

Also Present:

Mark Statz – Stantec	Kyle Renneke - Stantec
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- 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. There were no changes made to the agenda. Berens made a motion to approve the agenda as presented. Kowalski seconded. All in favor.  
c) Approval of the November 10, 2016 meeting minutes. Kelley made a motion to approve the minutes. Kowalski seconded. The minutes were approved 3-0.
- 2) **Public Commentary.** Curt Hennes, PLSLWD Manager - District is accepting bids to fix flood damage from 2014 to the Prior Lake Outlet Channel.
- 3) **Agenda Items**
  - a) Consider a resolution extending the Integra Telecom franchise. Kelley made a motion to adopt Resolution #16-018 granting a cable communications extension permit to Scott-Rice Telecom, DBA Integra Telecom. Kowalski seconded. All in favor.
  - b) Consider a shared road maintenance agreement with the City of Prior Lake. Berens noted that the agreement stipulates that the Township will continue to maintain 160<sup>th</sup> and 170<sup>th</sup> Streets in exchange for enhanced street sweeping and brining services from the City of Prior Lake for all roads in the Township neighborhoods on the south side of Spring Lake. Nielsen stated that the arrangements remain consistent with SCALE. Berens made a motion to adopt the shared road maintenance agreement with the City of Prior Lake. Kowalski seconded. All in favor.
  - c) Discussion of possible revisions to Ordinance #08-001 relating to Township sewer and water connection charges in lieu of assessment for the South Shore Drive Sewer and Water Project. Kowalski made a motion to amend Ordinance 08-001 to cap the ILO charge at 2012 levels. Kelley seconded. All in favor. Staff will present the revised ordinance for approval at the January, 2017 Board meeting.
  - d) Consider a final pay request for Spring Lake Circle road improvement project. Renneke informed the Board that upon final review of construction documents it was noted that the contractor, Chard Tiling & Excavation, Inc. used Class B oil, when the contract called for Class C oil. However, previous invoices reflected the higher cost of Class C oil. Therefore, the final pay request reflects a credit due to the township to adjust costs for the Class B oil actually installed on the project. Kowalski made a motion to approve the final pay request for the Spring Lake circle road improvement project with a credit due of \$8,819.3, contingent upon receipt of Forms IC-134 and lien waivers. Kelley seconded. All in favor.

**4) Engineer's Report.**

Statz presented the December Engineer's Report.

- a) Sign Removal. The Board determined that "No Outlet" signs should be used to replace "Dead End" signs. Sign replacement will be made as existing signs no longer meet retroreflectivity standards. Advanced warning signs for curves will be used only where the curve cannot be seen from an adequate distance to adjust speed. Staff will present updated Traffic Sign Policy at January, 2017 Board meeting

**5) Road Report**

- a) Signs. Installed "No Hunting" sign at Spring Lake access. Installed 7 Ton weight limit signs at each end of 180<sup>th</sup> Street between Fairlawn Ave. and Hwy. 13. Installed new "Button" signs at the end of the Butterfly Lane cul-de-sac.
- b) Xeon Ave Speed Study. MnDOT has agreed to cancel the speed study from Xeon and South Sutton Lake Blvd.
- c) 4020 200<sup>th</sup> Street ditch cleaning. The property owner at this address is concerned that the wetlands on the property are retaining an increasing amount of water. He has requested that the township perform ditch clearing between his driveway and 200<sup>th</sup> Street. Kowalski will inspect the area and coordinate any further action with Renneke.

**6) Parks and Town Hall Report**

- a) Town Hall office remodel. Construction has been completed. Staff presented change orders totaling \$3,115.70 for additional electrical work, shelving in the Treasurer's office and painting throughout the town hall. Kelley made motion approving change order. Berens seconded. All in favor.
- b) Snow plowing. Staff presented a quote from Art Johnson Trucking in the amount of \$125 per time for snow and ice removal of the town hall parking lot and sidewalks. Berens made a motion to accept the quote from Art Johnson Trucking. Kelley seconded. All in favor.

**7) Water Resources Report**

- a) Signage at Spring Lake boat launch. Staff is working with the City to design signage for the Spring Lake and Prior Lake boat launches to educate the public on the new boating rules adopted by the City and Township in 2016.

**8) Treasurer's Report**

- a) Siegle presented the November 30, 2016 Treasurer's Report. In November total receipts were \$17802, total disbursements were \$58,183, and the ending cash balance was \$ 1,157,402. Kelley made a motion to approve the November, 2016 Treasurer's Report. Kowalski seconded. All in favor.

**9) New Business/Old Business**

- a) Document sharing. Berens made a second request for a solution to provide access for Board members to various types of working documents. Staff will begin working on developing a solution.
- b) Change of January meeting date. The January Board meeting will be changed to January 19<sup>th</sup> to accommodate a scheduling conflict for Kelley.

10) **Approval of disbursements.** The Board reviewed the December, 2016 disbursement ledgers and approved checks numbered, 11646 to 11680, 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, Berens made a motion to adjourn. Kelley seconded. All in favor. The meeting was adjourned at 9:30 p.m.

Kathy Nielsen, Clerk  
Spring Lake Township

Minutes approved January 19, 2017

Glenn Kelley  
Glenn Kelley, Chairman

Kathy Nielsen  
Kathy Nielsen, Clerk