

**OFFICIAL MINUTES  
SPRING LAKE TOWNSHIP  
MONTHLY BOARD MEETING  
August 10, 2017**

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

Present:

Doug Berens - Supervisor  
Melissa Hanson – Clerk

Glenn Kelley – Supervisor  
Stacy Siegle - Treasurer

Ted Kowalski - Supervisor  
Sara Domer – Deputy Clerk

Also Present:

Kyle Renneke - Stantec

Mark Statz - Stantec

- 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. Berens requested to add item 3.k to discuss quote for ditch cleaning on 195<sup>th</sup> street West of Fairlawn. Hanson requested adding recommendation for placing a Mesonet (Weather Station) at 600 Country Trail W. Berens requested to move recommendation discussion for Mesonet to item 3.c. Hanson requested changing of item 3.h from approval to review of Resolution 17-004 and added addresses/PIDs to Williamson and Blaisdell items. Kelley made a motion to approve the agenda as amended. Berens seconded. All in favor.
- c) Approval of the July 13, 2017 meeting minutes. Berens made a motion to approve the minutes. Kowalski seconded. The minutes were approved 3-0.

**2) Public Commentary**

- a) No public commentary

**3) Agenda Items**

- a) Berens made a motion to recess the monthly meeting in order to reconvene the Annual Town Meeting. Kelly seconded. All in favor. The August monthly meeting was recessed at 7:05 p.m. At 7:21 p.m. the Annual Meeting ended and the monthly meeting reconvened.
- b) Approval of the 2018 General Fund Budget and Road & Bridge Fund Budget and Consideration of a Resolution Directing staff to certify the 2018 Levy for the General Fund and the Road & Bridge Fund. Berens made a motion to approve the General Fund budget in the amount of \$400,000 and the Road & Bridge Fund budget in the amount of \$523,000. Kowalski seconded. The motion passed 3-0. Berens made a motion to adopt Resolution #17-005 certifying the 2018 General Fund levy of \$400,000 and Road & Bridge Fund levy of 523,000. Kelley seconded. All in favor.
- c) Consider Recommendation of Scott County Project of Placing a Mesonet (Weather Station) at 600 Country Trail W. Jordan. Ron Holbeck – Deputy Emergency Management Director and Scott Haas, Director of Emergency Management and Communications of Scott County requested support to place 30 foot tall weather station at Scott County Public Works Building behind the county garage. The station

will record a variety of weather data to determine when to make important weather-related decisions. The data will be helpful for more localized forecasting, publically available and recorded every 15 minutes compared to every hour as is the update frequency for the national weather service. Kelley asked if other entities could use the tower but it is too low to be valuable to commercial carriers. Kowalski made motion to approve placing a Mesonet Tower at 600 Country Trail W. Jordan. Berens seconded. All in favor.

- d) Ben's Bay Systems Operation and Maintenance Report. Tom Wirtzfeld, Advance Septic Solutions, provided a system update reporting that on 7/29/2017 a lightning strike took out the mother board on the system and it is no longer communicating correctly. He recommended replacement of the panel with new wireless technology as it is about \$800.00 more and much more reliable. Overall the last year has been good and the system is running efficiently primarily because residents are careful in their use of it. Wirtzfeld recommended changing out all floats to save time and money but stated pumps are all in good condition. He suggested bringing in hay bales to prevent further erosion on top of the hill and replacing 2/3rds of foam boards before the winter. Additional discussion was had about replacing lids at homes in the area. Resident John Haferman commented that there isn't money for repairs and not all residents of Ben's Bay have their systems connected. Staff directed to review past maintenance billing and notify residents of upcoming improvements. Wirtzfeld agreed to bill Township quarterly for services. Berens made a motion to replace lids at homes, floats (not updated in the last 5 years) and upgrade damaged panel. Kowalski seconded. All in favor.
- e) Request for Support of Williamson/Schumack Administrative Lot Split at 21750 Mushtown Road. Joe Williamson 21750 Mushtown Road and Wayne Schumack 20407 Jupiter Ct, Lakeville, requested support of a lot split giving Schumack the triangular parcel approximately 60 x 342 feet on east side off Mushtown Road. Williamson will retain remaining land abutting lake. Berens made a motion to recommend approval of the lot split as stated. Kowalski seconded. All in favor.
- f) Consider a Variance Request to Build an Attached Garage Located at 20806 Addison Drive. Adam Brett 20806 Addison Drive requested Board support of a variance for side yard set-back of 10 feet and front yard setback of 22 feet and expansion of a legal non-conforming structure by over 50% of the existing square footage to construct a garage and living area. Kelley asked if set back variance impacts the paving and based on the length of the driveway it should not. Berens made a motion to support the variance request for setbacks and increased size of non-conforming structure with the condition that the garage be moved as far back as far as possible from the road. Kelley seconded. All in favor.
- g) Request for Support of Rezoning to RR-2 and Subdividing 2.5 Acres from a 38 Acre Parcel to Create 2 Parcels located at 19250 Fox Ridge Dr. Mary Jo Blaisdell 19250 requested support for sub-dividing PID #110820040 a 38 acre parcel into 2 parcels. Berens asked about future connectivity to east to which Renneke stated that if additional development happened the road could extend further south for connectivity. Blaisdell noted that at the July 5, 2017 DRT meeting it was mentioned that the wetland delineation was not required. Kowalski made a motion to support rezoning 19250 Fox Ridge Dr to RR-2 and preliminary and final plat for subdivision of

2.5 acres for Fox Ridge 2 contingent upon SCWD approval that no wetland delineation is needed. Kelley seconded. All in favor.

- h) Consider Review of Resolution 17-004 DAP Turn Lane Fee and Review of Turn Lane Fee Ordinance. Statz requested that the finalization of a turn lane study which will be used to calculate a turn lane fee. He further requested that the Board hold a workshop on August 31 at 4:30 to review the study and review the turn lane resolution, ordinance and determine an appropriate fee. The Board agreed with the suggestions and further decided to have a public hearing at the Board Meeting on 9/14/2017 at 7:00. Kelley made a motion to recommend finalize of study for \$3000. Berens seconded. Kowalski abstained.
- i) Consider Quote for Drainage Structure and Curb Adjustment on 202 Court. Renneke and Berens met in early August to review improvements to curb and gutter to prevent run-off to property below. Berens approved the \$1,600 cost and the work has been completed.
- j) Consider Quote for MS4 Pond Inspection Maintenance Work. No quotes were received at the time of the meeting.
- k) Consider Quote for Cleaning/Reshaping Ditch at 195<sup>th</sup> St N of Panama – Berens received quote for Art Johnson Trucking \$5,250 for work to clean/reshape ditch at 195th. Kowalski made motion to accept bid from Art Johnson Trucking to clean/reshape ditch for \$5,250. Kelley seconded. All in favor.

### **Engineer's Report**

Renneke presented the August Engineer's Report.

- a) Signage Replacements. The signage replacement work was awarded to Safety Signs at the July board meeting. Safety Signs has ordered materials, called in utility locates, and are preparing to proceed with the work.
- b) Resident Drainage Concern at Fairlawn Lane/202<sup>nd</sup> Court East. An issue was identified with settlements/heaving in the curb and gutter adjacent to the cul-de-sac. This curb and gutter section was replaced by Voehl Construction on 8/2/17. We will continue to monitor the performance of the storm water system going forward.
- c) Xeon Avenue/South Sutton – Pavement. The Contractor has responded to our claim that they will Mill & Overlay the defective work on the Eastbound lane of South Sutton Lake Blvd. We will reexamine the project immediately prior to the 2-year warranty period's expiration date in October for any other issues.
- d) TH 13/Vergus Ave Turn Lane Funding. MnDOT has provided us with comments on our application and we have sent in our response to these for their consideration. Project selection is scheduled for September.
- e) County Turn Lane & Turnback Meeting. Township staff attended a workshop with Scott County Commissioners to review the proposed revisions to the County policy regarding number of lots to require a turn lane. Overall the policy revisions were well received with positive discussion and feedback.

In summary, the policy changes are:

- No change to policy on Minor and Principal Arterials (CSAH 8, 23, 68).
- No turn lanes required for less than 10 lots on County Collector Roads (CSAH 10).
- Turnbacks anticipated for CR 87, 81, therefore turn lanes are township decision.

- f) MS4 Pond Maintenance. Quotes are being discussed with local contractors to perform maintenance work.
- g) Miscellaneous
  - Review quote for concrete pavement and sidewalk repair at Town Hall parking lot, from Voehl Construction at \$2,700.
  - 174<sup>th</sup> Street Culvert drainage issue reviewed and determined it is not a Township road.
- h) Developments
  - Blaisdell Property – Preliminary Plat review by Township.
  - Harvest Bluffs – Preliminary Plat to Scott County August meeting.

#### 4) Road Report

- a) Trash Pick Up. A couch was removed from 213<sup>TH</sup> Street, 4 tires and a grill were removed from 210<sup>th</sup> Street.
- b) Road Conditions. Road overseer states the roads are in great shape and there are no issues.

#### 5) Town Hall and Parks Report

- a) Kowalski met with Park Maintenance to review shrub removal and overall maintenance. He will work with Doug Johnson to reshape ball field. Dead shrubs to be removed and changes to fence around the ball field.
- b) Staff suggested to add benches around play ground and a basketball hoop with shooting area. Kowalski will get quote for benches and review basketball hoop suggestion.

#### 6) Water Resources Report

- a) CSW Notice of Termination of Permit – signed by Kelley.
- b) PLSLWD Carp Tour. Kelley participated in PLSLWD tour of carp projects.

#### 7) Treasurer's Report

- a) Siegle presented the July, 2017 Treasurer's Report. In July, total receipts were \$26297.29, total disbursements were \$285,626.51, and the ending cash balance was \$1417933.25. Kelley made a motion to approve the July, 2017 Treasurer's Report. Kowalski seconded. All in favor.

#### 8) New Business/Old Business

- a) Meeting held with Access Networks about alternatives for Internet. Perry with Access Networks will be facilitating additional conversations with County and Jaguar for getting internet into un or underserved areas of the Township.
- b) Storm sewer on South Shore Drive plugged. The city will be cleaning out storm sewer and culverts in area of 2617 to 2550 South Shore Drive in mid August.
- c) Board Approved Staff Request for Public Hearing at 6:00 on 9/14 with County for Turn Backs.

- 9) **Approval of Disbursements** The Board reviewed the August, 2017 disbursement ledgers and approved checks numbered, 11947 to 11985, to be issued. The checks were signed and given to Hanson for mailing.

**10)** 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. Kowalski seconded. All in favor. The meeting was adjourned at 10:15 p.m.

Melissa Hanson, Clerk  
Spring Lake Township

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

\_\_\_\_\_  
Glenn Kelley, Chairman

\_\_\_\_\_  
Melissa Hanson, Clerk