

**OFFICIAL MINUTES
SPRING LAKE TOWNSHIP
MONTHLY BOARD MEETING
April 25th, 2019**

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

Present:

Doug Berens – Supervisor
Melissa Hanson – Clerk

Glenn Kelley – Supervisor
Dave Johnson – Treasurer

Ted Kowalski - Supervisor
Sara Domer – Deputy Clerk

Also Present:

Kyle Renneke – Stantec

- 1) a) The meeting was called to order by Chairman Kowalski at 7:00 p.m. The Pledge of Allegiance was said.
b) Changes to the agenda. Kelley made a motion to approve the agenda as presented. Berens seconded. All in favor.
c) Approval of the March 14th, 2019 meeting minutes. Kowalski made a motion to approve the minutes. Kelley seconded. The minutes were approved 3-0.
- 2) **Public Commentary**
 - a) Curt Hennes, Prior Lake Spring Lake Watershed District-
 - i) Spring Clean Up – Pike Lake Clean Up on Sunday, 4/28. 9-11 am.
 - ii) 12 & 17 wetland Freeze out of pond resulting in carp kill.
 - iii) Carp sein last week got 8,000 pounds in mud bay and seiners will try again
 - iv) Lake front days will have PLSLWD booth.
 - v) Shoreline restoration and prairie grass restoration at Fish Lake Park/Spring Lake Town Hall.
 - vi) Palmer amaranth – highly invasive weed that is bad for soybeans and corn. Asked for township to keep an eye out for it and report it right away.
- 3) **Agenda Items**
 - a) Discussion of Town Hall becoming a Temporary Shelter for Scott County Emergency Management. Ron Holbeck, Scott County Deputy Emergency Mgmt Director, explained that emergency shelters are needed in situations where evacuations result from weather conditions, flooding or other emergency situations such as gas leaks. The temporary shelters provide safety until the Red Cross can get set up in a permanent shelter, generally 6-8 hours. The County is looking to improve it's process by contracting with locations and addressing issues such as liability for damage/injury at the temporary locations. The County is responsible under the agreements and Spring Lake Township would be able to decline the shelter request if events are happening. There are 47 public facilities in the area that are being contacted in order to create a "web of shelters" around the County. If SLT agrees to be a temporary shelter, an agreement will be signed and then, in the case of an emergency, the County will contact a designated Spring Lake Township Board Member who accepts or declines based on the site availability. County volunteers and law enforcement are brought in, all evacuees are registered and provided shelter, typically for 1 -6 hours. There are no

- beds or sleeping arrangements made at temporary shelters. Kowalski stated he felt the Board and its residents would support using our facility for this type of purpose. Berens asked for staff to get a copy of the agreement, when available, to present at the next meeting where formal action will be taken.
- b) Consideration of a Resolution Calling for an Assessment Hearing for 185th Street East Road Improvement. Renneke presented a memo setting out the bids for the 185th Street project with lowest bid by BKJ Land Company, a company with whom the township has worked before and know as a responsible contractor. The Board discussed dates and times for the assessment hearing and agreed that the hearing would be held one hour prior to the June Board meeting. Berens made a motion to approve resolution 19-005 calling for an assessment hearing for 185th Street East road improvements to be held on June 13th at 6:00 pm at Spring Lake Town Hall, asking the Clerk to provide all required notices. Kowalski seconded. Approved 3-0
 - c) Consider Resolution 19-004 – Street Fees. Staff presented resolution 19-004 to support a change in legislation to allow for street fees to be collected by local governments from developers as an option to support the DAP agreement for collecting fees. Kowalski made a motion to approved Resolution 19-004 as presented Kelley seconded. Approved 3-0.
 - d) Approve 2018 Board of Audit Report. Kelley made a motion to approve the Audit Report. Berens seconded. Approved 3-0

4) Engineer's Report

Renneke presented the April Engineer's Report.

- a) 185th Street East – Project plans and specifications were ordered to be drafted at the February 14th board meeting. Bids were received 4/17/19 at 10am. BKJ Land Company was lowest bidder at \$263,715. Board Action: The Board should set date/time for Assessment Hearing.
- b) 2019 Bituminous Street Maintenance – Bids have been received for the maintenance work. Review bid prices. A preconstruction meeting was scheduled with the Contractors on April 23rd to discuss work to be performed with Contractors and set schedule/timing of the work. Crack fill to be completed by mid to late June with seal coating to follow.
- c) 2019 Spring Road Tour – Township supervisors and engineer met to review all Township road conditions on 4/8/19. The information gathered during this review will be used to consider road repairs, maintenance, and long-term capital improvements. Working to prepare list of misc. items to be addressed and one list of bituminous patching for next meeting. Mushtown will be addressed sooner as it is a safety issue (approximately 100 feet) at about \$16,000 with two bids being received. Bids for other patching will be received in the next couple of weeks.
- d) Miscellaneous
 - i) Butterfly Lane Drainage – A meeting was held with Scott County water resources and planning staff, Township supervisor and engineer, and residents. The Township will follow up with survey of ditch and culvert drainage, comparison to construction plans, and review drainage area and capacity of the local drainage area.
 - ii) Resident Field/Ditch drainage issues – Construction documents have been received from Scott County for review. Consider drainage repairs in Spring, starting with cleaning/jetting under road and adding cleanout on west side of Fairlawn Ave.
 - iii) PLSLWD – Next rules TAC meeting TBD.

- iv) TH 13/Vergus Avenue Turn Lanes – Planned for construction summer 2019 – schedule is still posted as starting in May.
- v) Sign Retro-reflectivity Review – Review of road signage inspections has been completed and list presented by Kelley. Kelley said they will consider replacing all dead-end signs with no outlets over time.
- vi) Berens requested to revisit roads on the weight restriction list.
- e) Development
 - i) Orderly Annexation Agreement –The Township and City will continue this effort to revise/review the agreement and draft updates to the agreement and map as this effort continues. Review latest revision.
 - ii) Developments –
 - (1) Cleary Acres – A DRT meeting was held 3/13/19 to review the proposed development. Review need for dedicated trail Right-of-way along Revere Avenue, to potentially acquired at the time of plat. Kowalski explained that creating and maintaining trail right of way is not in the township plans.
 - (2) Sunrise Ridge – Developer has submitted final plans/platting at November meeting.
 - (3) Harvest Bluffs –Phase 2 platting and development agreement are complete and will be example site used for the SWPPP audit.
 - (4) Buffalo Ridge – Development agreement signed and fees paid. Review need for SWPPP and drainage piping plan w/Scott Co.

5) Road Report

- a) No Road issues to report.
- b) Culvert on Vergus needs to be replaced. Renneke to get quotes for replacement.
- c) Weight restriction signs are posted.

6) Town Hall and Parks Report

- a) Kowalski and Renneke to look at south side of building to determine if re-grading is needed to help with drainage issues.
- b) Kowalski will look at angling the pitch of downspouts to help divert water from the building.
- c) Staff along with help from PLSLWD and SWCD is exploring costs for seeding mound area on northwest side of park with “mound mix” of native prairie grasses and flowers. Staff talked with park maintenance lead who suggested planting prairie grasses/flowers on mound to reduce maintenance and tie in with the rest of the restoration project.

7) Water Resources Report

- a) Prior Lake is on slow/ no wake as levels are at 903.9. Spring Lake levels are fine at 911 (913 is level for no-wake zone). There is a permanent slow/no wake within 150 feet of the shoreline for both Spring Lake and Prior Lake.

8) Treasurer’s Report

- a) Johnson provided update of chart of account rewrite. It will take a month or two to complete.
- b) Johnson presented the March, 2019 Treasurer’s Report. In March total receipts were \$32,040 total disbursements were \$67,304.86 and the ending cash balance was \$2,108,872.64. Kelley made a motion to approve the March, 2019 Treasurer’s Report. Berens seconded. All in favor.

9) New Business/Old Business

- a) Shred Event Recap-13 residents utilized the services resulting in 600 pounds of paper shredded.
- b) Annexation- Prior Lake's Attorney has contact the Township Attorney stating that they are not planning to negotiate any changes to the annexation dates for South Shore Drive and Vergus Avenue. Berens asked to put annexation conversation on the next meeting agenda.
- c) Ironman Bike Race – June 15, 2019. Racers should be through Spring Lake Township by 3:00 in the afternoon.
- d) Routine Audit of Storm Water Pollution Prevention Plan – Scheduled for May 15th. Stantec, Scott County Environmental and Scott Soil and Water have all been involved and incredibly helpful in getting all of the information requested put together.
- e) Post office requiring multiple mailboxes stands if a new road is put in. - Renneke to review the policy. Township needs to decide if these work in the township right of way which typically do not have curb and gutter. Berens would prefer not to have them in the right of way and stated that there is no Home Owners Association and questions who would be responsible for maintaining and shoveling for the boxes. Berens also stated, depending on the location, there could be safety concerns based on road speeds in the area and concerns about replacement and injury if someone hits it.

10) Approval of Disbursements The Board reviewed the April, 2019 disbursement ledgers and approved checks numbered, 12676 to 12712, to be issued. The checks were signed and given to Hanson for mailing.

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

There being no further business before the Board, Berens made a motion to adjourn. Kelley seconded. All in favor. The meeting was adjourned at 8:45 p.m.

Melissa Hanson, Clerk
Spring Lake Township

Minutes approved _____

Thaddeus Kowalski, Chairman

Melissa Hanson, Clerk