

OFFICIAL MINUTES
SPRING LAKE TOWNSHIP MONTHLY MEETING
December 10, 2009

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

Present:

Michael Borka - Supervisor
Kathy Nielsen – Clerk

Chris Olson – Supervisor
Stacy Siegle - Treasurer

Glenn Kelley - Supervisor

Also Present:

Mark Statz, Bonestroo

- 1) a) The December monthly meeting was called to order by Chairman Borka at 6:00 p.m.
b) The Pledge of Allegiance was said.
c) Changes to the agenda. Additions: Consideration of a resolution adopting the DAP Transportation Plan and a funding mechanism for intersection improvements. Kelley made a motion to approve the modified agenda. Olson seconded. All in favor.
d) Approval of November 12, 2009 meeting minutes. Borka made a motion to accept the minutes as presented. Kelley seconded. The minutes were approved 3-0.

- 2) **Public Commentary.** Claire Robling asked the Board to reconsider its decision regarding the application of the Town's non-profit rental fee for political caucuses, citing MN statute §202a.192. This will be added to the January agenda for consideration.

- 3) **Agenda Items**
 - a) Mueller Farmstead Addition – release of escrow. Siegle presented an accounting of the developer's escrow for Mueller Farmstead Addition. Olson made a motion to approve return of the escrow balance in the amount of \$772. Kelley seconded. All in favor.
 - b) Consideration of township policies regarding various financial issues. Siegle presented the following draft policies for consideration:
 - Township Earned Interest Policy
 - Electronic Payment Approval Policy
 - Non-Sufficient Funds Charges Policy
 - Expense Reimbursement Policy
 - Certification of Unpaid Utility Charges Policy
 - Certification of Unpaid CSTS Emergency and/or Repair Service Charge Policy
 - Fund Balance Reserve PolicyThe Board discussed minor modifications to various policies. Kelley made a motion to approve Resolution #09-020 adopting the above referenced financial management policies, as amended. Olson seconded. All in favor.
 - c) Consideration of a resolution adopting the DAP Transportation Plan and a funding mechanism for intersection improvements. Kelley made a motion to adopt Resolution #09-021 adopting the DAP Transportation Plan and a funding mechanism for intersection improvements. Olson seconded. All in favor.

- 4) **Engineer's Report.**

Statz presented the December Engineer's Report.

 - a) Town Hall. Statz presented the final pay request for the Town Hall. Borka made a motion to pay the final pay request in the amount of \$5,100. 00. Kelley seconded. All in favor.
 - b) Engineering Design Standards. Statz led a discussion regarding the benefits of adopting a set of Township engineering design standards. Statz will provide the Board with a proposal for development of engineering design standards.

- c) Road traffic counts. Statz proposed conducting traffic counts on several town roads in 2010 with the goal of using this data in the formation of a capital improvement plan. The Board agreed to conduct a traffic study in 2010 on the roads recommended by Statz.
- d) Pond inspection training. Under NPDES, the Town is required to conduct storm water pond inspections. Bonestroo can conduct pond inspection training this spring.
- e) PLSLWD Water Resources Management Plan comments. Statz reviewed the watershed districts response to the Town's comments on PLSLWD Water Resources Management Plan.
- f) Sign retroreflectivity. Statz presented information regarding the federal retroreflectivity sign replacement requirements.

5) Road Report

- a) No activity to report

6) Parks Report

- a) Gang boxes. Boxes have been moved to the picnic shelter for the winter.
- b) Signage for Berens memorial. Kelley has talked with Rhoda Berens regarding signage.
- c) Flag pole. The recommended height of a flag pole for the Town Hall is 20 feet.

7) Water Resources Report

- a) Lindsay Wetland Delineation. Delineation was approved with revised boundaries.
- b) Potential Violation. The Town is awaiting an Initial Case Report on a potential WCA violation for a property on Mushtown Road.
- c) Heise monitoring well. Bonestroo has installed a monitoring well on the Heise property and provided the property owner with instructions and a recording sheet to complete monitoring in 2010.

8) Treasurer's Report

- a) Siegle presented the December, 2009 Treasurer's Report. Kelley made a motion to approve the December, 2009 Treasurer's Report. Olson seconded. All in favor.

9) New Business/Old Business

- a) Fire alarm testing. The Board authorized annual fire alarm testing.
- b) City of Prior Lake fire chief. Olson reported on his participation in the interview process for the new full-time City of Prior Lake fire chief.
- c) Sidewalk snow removal. Borka will take responsibility for clearing sidewalks at the Town Hall.
- d) DAP meeting update. Olson updated the Board on the outcomes of the December 8th DAP management team meeting. The mitigation strategy for groundwater management was changed to require community wells for all future developments of 15 lots or more.
- e) SCALE meeting update. Nielsen gave a report on the November 20th SCALE meeting with MnDOT Commissioner Tom Sorel.
- f) Liquor license approval process. The Township will require payment of property taxes to be current as a condition of its support for renewal of liquor licenses.

10) Approval of disbursements. The Board reviewed the attached December, 2009 disbursement ledgers and approved the checks numbered, 8841 to 8869, 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:

- November sheriff's incident report
- Correspondence regarding Thom hearing
- Schumann notice of violation
- Bonestroo letter regarding their 2010 fee structure

- List of upcoming meetings

There being no further business before the Board, Kelley made a motion to adjourn. Olson seconded. All in favor. The meeting was adjourned at 10:00 p.m.

Kathy Nielsen, Clerk
Spring Lake Township

Minutes approved _____

Michael Borka, Chairman

Kathy Nielsen, Clerk