

**OFFICIAL MINUTES
SPRING LAKE TOWNSHIP
MONTHLY BOARD MEETING
September 14, 2023**

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

Present:

Doug Berens - Supervisor
Melissa Hanson – Clerk

Lisa Quinn – Supervisor
Dave Johnson - Treasurer

Ted Kowalski - Supervisor
Sara Domer – Deputy Clerk

Also Present:

Matt Stordahl - 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. Staff requested to change item 3.d) to Consider Request for Support of the Preliminary and **Final** Plat of 4466 Hickory Hills Trail to be named Hickory Hills 4th Addition Quinn made a motion to approve the agenda as amended. Berens seconded. All in favor.

2) Public Commentary

- a) Christian Morkeberg, Prior Lake Spring Lake Watershed District (PLSLWD)
 - i) Issues addressed by District: water quality, flooding risk, aquatic invasive species.
 - ii) 2024 Preliminary Budget approved.
 - iii) Project- Fish Lake Management Study – Oct 5th meeting with land owners to discuss project and options to address concerns.
 - iv) Ferric Chloride system at 13 being reviewed to determine staged revisions.
 - v) Sutton Lake – Considering Iron Enhanced Filter as well as other options for reducing phosphorous further down ditch 13.
 - vi) Farmer Led Council – funding and support continues from PLSLWD.
 - vii) District talking with land owners prior to proposing projects to streamline process.
 - viii) New Staff hired for field studies.
- b) Wesley Steffan, 2050 Raymond Avenue
 - i) Thanked the Board for working with Prior Lake in trying to negotiate an Orderly Annexation Agreement that would leave South Shore Drive & Vergus areas in the Township.
 - (1) Vergus residents are considering hiring an attorney to fight annexation and noted that he is aware that the Township has reviewed with their own attorney.
 - (2) Asked if Prior Lake would consider phasing taxes for the annexed residents.
 - (3) Road and Bridge Levy- asked the township to find a cost share with Prior Lake for road work on South Shore Drive.
- c) Kim Prchal - 3135 200th St E,
 - i) Would like to have Annexation as an agenda item in the near future and when any updates are available.
 - ii) Asked for information on how the town is planning for change to tax base.
 - iii) Stated that she has heard the City of Prior Lake is willing to delay the annexation.

3) Agenda Items

- a) Consent Agenda- Those items on the Board Agenda which are considered routine or non-controversial are included as part of the Consent Agenda. Unless a supervisor specifically requests that an item on the Consent Agenda be removed and considered separately, items on the Consent Agenda are considered under one motion, second and vote. Any item removed from the consent agenda shall be placed on the council agenda under Items Removed
 - i) Approval of August 10, 2023 Monthly Meeting Minutes.
 - ii) Approval of the August 30, 2023 Budget Meeting Minutes

Berens made a motion to approve consent agenda. Quinn seconded. All in favor.

- b) Recess for the Continuation of the Annual Town Meeting for the Purpose of Approving the 2024 General Fund Levy and Road & Bridge Fund Levy- Quinn made a motion to recess the monthly meeting in order to reconvene the Annual Town Meeting. Berens seconded. All in favor. The September monthly meeting was recessed at 7:14 p.m. Barbara Lerschen acted as moderator and reconvened the annual town meeting. Treasurer Dave Johnson reviewed and presented the 2024 General Fund Budget and Levy as well as the Road and Bridge Fund Budget and Levy with an overall increase at 13% or about \$150,000. Johnson explained that the increase is driven by inflation, the proposed 2024 annexations by Prior Lake, the full-time fire department which represents 50% of general fund expense, and legal fees for annexation. General discussion had- noted in Annual Meeting Minutes. Coglitore (4466 Hickory Hills Trail) made a motion to accept the 2024 General Fund Levy of \$575,000. Steffan (2350 Raymond Ave) seconded. Approved by unanimous voice vote. Johnson reviewed the road and bridge fund budget and levy. General discussion had - noted in Annual Meeting Minutes. Coglitore made a motion to accept the 2024 Road and Bridge Levy of \$725,000. Jill Romann (1826 Spring Lake Circle) seconded. No further discuss had approved by a unanimous voice vote. Coglitore made a motion to adjourn the Annual Meeting, Romann seconded and approved by a voice vote. Following the adjournment of the 2023 Annual Town Meeting, the Board meeting was reconvened at 7:45p.m.
- c) Review and Consider Approval of the 2024 General Fund Budget and Road & Bridge Fund Budget and Consider Resolution Directing Staff to Certify the 2024 Levy for the General Fund and the Road & Bridge Fund- Johnson presented the proposed 2024 General and Road and Bridge fund budgets. Berens made a motion to approve the General Fund Budget of \$728,000 and the Road and Bridge Fund Budget of \$1,745,000. Quinn seconded. All in favor. Berens made a motion to adopt Resolution #23-008 certifying the 2024 General Fund Levy of \$575,000 and Road & Bridge Fund Levy of \$725,000. Quinn seconded. Motion passed 3-0.
- d) Consider Request for Support of the Preliminary and Final Plat of Hickory Hills 4th Addition at 4466 Hickory Hills Trail- Kyle Coglitore, is requesting support of the preliminary and final plat of 4466 Hickory Hills Trail to be named Hickory Hills 4th Addition (PID 111410010). Coglitore would like to split his current 7.5-acre parcel into 2 lots approximately 5.01 and 2.5 acres. The current 7.5-acre parcel includes a single-family home and an accessory building. The parcels would be split with the 5.01-acre parcel to include the home and the 2.5-acre parcel to include the accessory building. Changes to the accessory building over the years have resulted in the need for a change of use permit as it was originally permitted as a garage/workshop space and will now be used as a dwelling. Engineer has no concerns Berens made a motion to support the Preliminary and Final Plat at 4466 Hickory. Quinn seconded. Coglitore noted that

there will be no immediate changes but noted a future second driveway and garage could be added. All in favor.

4) Engineer's Report

Stordahl presented the September Engineer's Report.

a) Miscellaneous

- Flag Trail Paving – McNamara Contracting has completed the base and wear course paving and the shouldering aggregate construction. The driveways have been completed, with mailbox placement done. First pay request of \$114,500 was submitted with shouldering, etc to be second and final pay request. Stordahl noted that McNamara did a great job.
- 2023 Road Maintenance – Sealcoat work has been completed; second sweeping will be completed, followed by striping.
- Dairy Lane & Hwy 282 – MnDOT has funded the repair project. Scott County has authorized the Township to complete this work through their maintenance contract with Northwest Asphalt. Northwest has completed the repair, but it appears that the work did not correct this issue. We are working with Northwest to determine next steps.
- Sign Replacement Project – Signs have been ordered and the work will be scheduled once they arrive.
- Vergus Tree Maintenance – Dead & damaged trees along Vergus have been identified. Tree work won't begin until after November 1st due to regulations surrounding the protected Long Eared Bat.
- Mushtown ROW Request- City Attorney talked with Township Attorney about getting a ROW permit. More information needed before a permit will be considered.

b) Development

- Orderly Annexation Agreement – A joint meeting was held on August 2nd with the Township, Prior Lake, the CDA Board, and the County to discuss zoning and annexation. It was decided that there will be small working groups to help determine possible solutions to the various challenges between the City and the Township prior to another large group meeting. The first work group meeting was held on August 29th, and was primarily to establish expectations and goals. The second meeting was held September 12th, discussed proposed land use and annexation impact studies. The Board is not in favor of a financial review until the entirety of the area that is in the expiring OAA is reviewed, right sized and some areas rezoned to provide a diverse tax base for township and/or 24.1 or 24.2 annexation is reconsidered. Without some negotiation on size and zoning, the Board believes it is in the township's best interest to wait until the Comp Plan is revisited.
- Developments –
 - Scenic Bay Estates – The wear course paving and shouldering aggregate construction has been completed. The township can consider taking that over upon request.
 - Schieffer/Bassett Development Amazed Acres – The base course paving has been completed, and the storm sewer & pond construction is complete. The street signs need to be installed and

the site will be ready for home construction. A project punchlist has been prepared and forwarded to the Developer. The Developer has stated that he would be agreeable to helping address the temporary cul-de-sac issue if an agreement can be reached regarding further reducing the project surety. Northwest Asphalt has been on site addressing punchlist items, and the wear course is scheduled to be paved on September 14th.

5) Road Report

- a) 199th potholes on list to be fixed.

6) Town Hall and Parks Report,

- a) Bottle filler leaking- repair request has been sent.
- b) Town Hall Carpet Replacement- 3 Quotes were received ranging from \$13,000- \$20,500 with the lowest two presented - range \$13,000 - \$15,000 depending on condition of glue. Kowalski made a motion to approve carpet bid from Floors To Go not to exceed \$15,000. Quinn seconded. All in favor.
- c) Playground Sand Digger- Quotes were received in the amount of \$1,835 plus \$400 installation from Midwest Playscapes and \$1500 from MN/WI Playground with no installation. Kowalski made a motion for digger replacement not to exceed \$2300. Quinn seconded all in favor.

7) Water Resources Report-Quinn

- a) SWCD- conversation had with Bockman-Emmer about projects including \$500,000 to improve lake ramp accesses at Spring and Prior Lake and asked for input on other lake accesses that may need improvement.
 - i) Steffan added that the DNR, Spring Lake Association and Prior Lake Association met and determined if Sand Point ramp was chosen as project it would be a full concrete ramp and take the entirety of the \$500,000. DNR is meeting with Scott County to discuss; on Sept. 26th the SLA and PLA will meet to discuss options.

8) Treasurer's Report

- a) Johnson presented the August 2023 Treasurer's Report. In August total receipts were \$30,477.17, total disbursements were \$305,760.13 and the ending cash balance was \$326,9941.00. Kowalski made a motion to approve the August 2023 Treasurer's Report. Quinn seconded. All in favor.

9) SCALE

- a) September Meeting- Topic Camper Cabins and Law Enforcement Crisis Intervention and promoting effective mental health programing.
- b) SCALE Exec – discussed fiber optic expansion in SLT but matching grant makes it a financial challenge with very few residents benefiting. The Township will continue to work with County on optimizing current services.

10) New Business/Old Business

- 11) Approval of Disbursements** The Board reviewed the September, 2023 disbursement ledgers and approved checks numbered 14517 to 14547, to be issued. The checks were signed and given to Hanson for mailing.

12) 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, Kowalski made a motion to adjourn. Quinn seconded. All in favor. The meeting was adjourned at 10:30 p.m.

Melissa Hanson, Clerk
Spring Lake Township

Minutes approved _____

Ted Kowalski, Chairman

Melissa Hanson, Clerk