

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

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

Present:

Doug Berens - Supervisor	Lisa Quinn – Supervisor	Ted Kowalski - Supervisor
Melissa Hanson – Clerk	Dave Johnson - Treasurer	Sara Domer – Deputy Clerk

Also Present:

Matt Stordahl - Stantec	Jordan Shuck, Stantec
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- 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 add as item 3.b) Request for a Variance to Scott County’s Requirement that Limits Shared Driveway Usage to Two Lots to Allow for a Third Lot at 19121 Panama Ave. Berens asked to remove November 9<sup>th</sup> Approval of Meeting Minutes from Consent Agenda as he was absent. Quinn made a motion to approve the agenda as amended. Berens Seconded. All in favor.

**2) Public Commentary**

- a) Dan Aszmann – Sheriff’s Liaison
  - i) Reviewed calls over the last 3 months – an increase in car accidents was noted in November and an overall increase in medical calls in the City of Prior Lake with availability of full-time firefighters;
  - b) Gail Molden – 1733 Raymond Thanked the Board for approving the variance for her home and shared that construction has started.

**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 October 23, 2023 Special Meeting Minutes
  - ii) Approval of November 21, 2023 Special Meeting Minutes

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

- a) (1) Consent Agenda Items Removed: Approval of November 9, 2023 Monthly Meeting Minutes. Quinn made a motion to approve; Kowalski seconded. Approved 2:0. Berens abstained.
- b) Request for a Variance to Scott County’s Requirement that Limits Shared Driveway Usage to Two Lots to Allow for a Third Lot. Jamie Michael requested the township

support a variance for for a third lot to utilize an existing shared driveway located at 19121 Panama Ave but taking access from 190<sup>th</sup> Street. Michael explained he has a signed and recorded shared driveway agreement with neighbors. Hanson noted that the Township is not taking over the road at this time which the Board and Michael acknowledged. Kowalski made a motion to support the variance; Quinn seconded all in favor.

- c) Review of Application Integration with GIS for Township Information, Jordan Shuck, Stantec- presented GIS integration capabilities for the Township that include information layers for culverts, roads, signage and MS4 information ponds/outlets. Can be configured for public viewing or for public commentary. Berens asked to have gravel, paved, public and private roads marked. Quinn asked to add road conditions to system.
- d) Orderly Annexation–Hanson/Stordahl gave an update on the current status of orderly annexation negotiations. Questions and comments provided about status of areas 24.1 and 24.2, septic concerns, annexation timing, history of annexation.

#### 4) Engineer's Report

Stordahl presented the December Engineer's Report.

##### a) Miscellaneous

- Dairy Lane & Hwy 282 – MnDOT has declared that they have done what they are going to do, attempting to make this a Township issue. We have filed a complaint and are communicating with the MnDOT Ombudsman (a mediator) to try to find a resolution.
- Sign Replacement Project – The signs have been installed and the project work completed.
- Vergus Tree Maintenance – Cole Cuts has been awarded the project work.
- JPA- Working on items needed for 2024 Agreement.

##### b) Development

- Orderly Annexation Agreement – A work group meeting was held on December 11<sup>th</sup> to discuss progress and next steps. Prior Lake is going to develop a framework for the work group to review and are requesting group comments back before the Christmas holiday.
- Developments –
  - Schieffer/Bassett Development Amazed Acres – The wear course and shouldering aggregate have been placed, and the majority of the punchlist work has been completed. The project can be considered complete and the surety returned.
  - Nomadic Homes & Schieffer 7 – There are some early discussions surrounding possible development in the area of TH13 and Cty Rd 10. Nomadic Homes would like to construct a 50,000 SF warehouse facility on the west side of TH13, and a preliminary discussion with Mr. Schieffer was had to determine his interest in doing something with his parcels on the east side of the highway. These projects would involve a Comp Plan amendment, and preliminary discussions with the County lead us to believe that they would support the projects

- 2024 JPA Project – The roads are being reviewed for 2024 crackseal and sealcoat work. The JPA project is generally started around February, so while the road conditions are still favorable, we’re getting an early start on project planning and estimating. We’ll also work to incorporate this information into the GIS system as it is developed.

**5) Road Report**

- a) Nothing to report.
- b) 200<sup>th</sup> St missing Stop Ahead sign.

**6) Town Hall and Parks Report**

- a) Replacement bottle filler received.
- b) New Technology company supporting the Township.
- c) Audio equipment installed.
- d) Sand-digger to be replaced in spring.

**7) Water Resources Report**

- a) WBIF- water projects in Township that could be funded by grants from BWSR from either Scott County WMO or PLSLWD. Considering combining some funds. PLSLWD has requested LGU input and Quinn considering requesting a project that would move the Fish Lake Management Plan forward.

**8) Treasurer’s Report**

- a) Johnson presented the November, 2023 Treasurer’s Report. In November total receipts were \$16,776.36, total disbursements were \$397,010.89, and the ending cash balance was \$2717623.13. Quinn made a motion to approve the November, 2023 Treasurer’s Report. Berens seconded. All in favor.

**9) SCALE- Quinn**

- a) December meeting focused on expanding the definition of a lobbyist and what areas are impacted. Elected official are exempted but governments contractors are not exempt if they spend over 50 hours a month.

**10) New Business/Old Business**

- a) Organizational Meeting set for January 11<sup>th</sup>, 2024 at 6:15 pm.
- b) Township Planner – discussed engaging planner for purposes of Comp Plan planning.
- c) New law that part-time staff must be given PPT. Employers will need to pay into program for certain benefits. Staff to check with attorney about changes.
- d) Johnson scheduling audit for January 2023.

**11) Approval of Disbursements** The Board reviewed the December, 2023 disbursement ledgers and approved checks numbered, 14608 to 14647, to be issued. The checks were signed and given to Hanson for mailing.

There being no further business before the Board, Kowalski made a motion to adjourn. Quinn seconded. All in favor. The meeting was adjourned at 8:50 p.m.

Melissa Hanson, Clerk  
Spring Lake Township

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

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Ted Kowalski, Chairman

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Melissa Hanson, Clerk