

**OFFICIAL MINUTES
SPRING LAKE TOWNSHIP
MONTHLY BOARD MEETING
June 13, 2024**

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

Present:

Doug Berens - Supervisor

Lisa Quinn – Supervisor

Melissa Hanson – Clerk

Dave Johnson - Treasurer

Sara Domer – Deputy Clerk

Also Present:

Matt Stordahl - Stantec

Absent:

Ted Kowalski- Supervisor

- 1) a) The meeting was called to order by Vice Chair Quinn at 7:00 p.m. The Pledge of Allegiance was said.
b) Changes to the agenda. Quinn requested that the Water Resources report be moved up in the agenda to follow public commentary. Berens made a motion to approve the agenda as amended. Quinn seconded. All in favor.
- 2) **Public Commentary**
 - a) Christian Morkeberg, Prior Lake Spring Lake Watershed District (PLSLWD)-
 - Reviewed overall goal of PLSLWD
 - (1) Projects:
 - Fish Lake - water quality improvements underway based on study.
 - Sutton Lake - new vegetation found and is being monitored closely.
 - Spring Lake – Iron Chloride Plant being assessed and how should it be optimized because it is a primary way phosphorous is managed. There have been significant improvements made on water quality for the lake but efforts must continue so it doesn't go backwards.
 - Prior Lakes- Upper Prior has seen water quality improvement.
 - Swamp Lake- Iron Enhanced Sand Filter potential project.
 - b) Tom Wolf, Scott County Commissioner-
 - Updates
 - (1) County Roads 23/68 (Panama and 190th) round-about project funded. Timeline not determined yet.
 - (2) Elko New Market Water Plant will be on the agenda for approval in July. Niagara goal- producing by March 2025 with 50-100 loads of water per day.
- 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

- Approval of May 9, 2024 Monthly Meeting Minutes.
- Consider Request for Support of Doherty's Tavern-Renewal of 2:00 a.m. Liquor License.

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

- b) Maple Drive Utility Services Discussion- Staff explained that Prior Lake has had development interest in the Grube property abutting Maple Drive. Conversations with interested developers have included bringing utilities into Maple Drive as part of the project, provided there is sufficient interest. Staff noted that this would be additional work for the potential developer as the development would be able to be served by access off a road from within the Maple Glen development. In order to receive utilities, residents would be annexed into the City of Prior Lake and all residents would be assessed for the cost of bringing those services in (estimated at \$60,000+).

Discussion and questions:

- John Gessner, 3091 Maple Drive- inquired about other options to sewer and water and typical mound systems. Asked if residents decline annexation and services, what are their options. Requested an estimate for the costs including for construction, permits and bringing pipe in from the street to the home as well as what is required for the street as it is too narrow for sidewalks. He noted that small homes in the area make absorbing the costs difficult. Staff explained that if they choose to opt out of this project, there are likely no other potential options for urban services. Stordahl suggested residents contact septic experts and/or well experts to determine options and longevity and options for financing.
- Tim Collins, 3071 Maple Drive – asked if they opt out and later get annexed would they be out of their investment in septic improvements.
- Namoi Panek, 3031 Maple Drive – asked about grinder station options.
- Joe Restifo, 3090 and 3070 Maple Drive- stated that residents are interested in annexation but expressed frustration that they would have pay full costs of a system when they will have many new neighbors with this project and that should help defray costs. He expressed concerns about the mound systems and the environment. He shared he would like to work with the city on options as he has concerns with aging systems and would like a permanent solution.
- Tim Whitmore, 3110 Maple Drive- explained that he requested annexation about 5 years ago in order to get services. He shared that his costs were lower because of his proximity to the pipe but encouraged Board and residents to explore the opportunity.

Quinn asked Staff to gather full cost estimates and financing options from the City.

- c) Road Assessment Policy Discussion- Staff shared considerations for assessments for mill and overlays. Stordahl shared that the township is in a more difficult position due to lot sizes when trying to do assessments based on the 429. New roads definitely improve value so some cities are getting the assessment done prior to work beginning. Quinn explained that consistent application of a policy is most important to her. Discussion had about options.

- Jeff Zaun, 21681 Xeon Ave – stated all roads are not created equal. Some have greater amounts of traffic, specifically collector vs connector roads. Can the policy differentiate between collector and connector roads?

Berens acknowledged we have treated collector roads differently than township roads because of greater traffic. Tabled until July when all supervisors are present.

- d) Consider Resolution 24-004 Governing Write in Vote Counting. Staff explained that passing the proposed resolution will eliminate the need to individually record the total number of write-in votes for an office unless it is equal to or greater than the fewest number of non-write-in votes for a ballot candidate for that office saving the township election judge time and money. Quinn made a motion to approve resolution 24-004, Berens seconded. All in favor.

4) Engineer’s Report- Stordahl presented the June Engineer’s Report.

a) Miscellaneous

- 2024 JPA Project – The Crackseal work had previously been completed, and the Township Hall parking lot has now been striped. The parking lot crew is a different crew than the long line work, so that is the only portion of the JPA project that remains.
- 21024 Pin Oak Lane – In the summer of 2023, the property owner contracted to add a pool and associated landscaping improvements. Their contractor imported a large amount of topsoil, having the trucks leave the soil on the road and then they moved it onto the property. Their contractor cleaned the road, but the Township hired a contractor to clean the storm sewer system at a price of \$5015. The invoice that had been sent to the property owner previously was not billed correctly. That invoice was actually for a project in a different community and for a different contractor. The invoice for the work performed on Pin Oak appears to be lost. The resident is concerned about the misunderstanding however the issue will remain open until it is certain there is not an outstanding bill on books of Hydro Vac company- approximately 1 year.
- 21650 Malibu Ave – There are two landlocked parcels west of this property and on the north side of Cynthia Lake. There is a proposal for a shared driveway and another for one additional driveway that would serve the two landlocked lots. Either option is acceptable as the additional traffic to Malibu is not significant. The driveway location itself should be contained within an easement, but this needs to be resolved between the property owners.
- Sign Replacement – Bids received for 48 signs with low bid from JAAK in the amount of \$12,539. Discussion had about where and when signs would be replaced. Berens made a motion to approve sign bid not to exceed \$12,539 pending review of the necessity of existing signs. Quinn seconded. All in favor.
- Urban Expansion/Preservation SCALE Initiative has ended as no clear benefit was found.

b) Development

- Orderly Annexation Agreement – Prior Lake and the Township have held several meetings, reviewing a draft OAA document. The City and the Township appear to be close to having an acceptable agreement. Now that the legislative session has

ended, Prior Lake's Council discussed moving forward with an annexation agreement at a June 11th workshop. Township and City staff met on May 6th to discuss the possibility of proceeding with the South Shore Drive overlay project with an appropriate agreement to account for repayment to the Township for costs in case of annexation. August 27th deadline set.

- Lydia Rural Industrial, Phase 1: Nomadic Homes & Schiffer 7 – County staff has provided a schedule for proceeding with the Comp Plan Update, and a DRT meeting has been held. The next steps and schedule are summarized as follows:
 - Second week of June: County checks for complete application and sends out 60-day notice letter to adjacent and affected jurisdictions.
 - Mid-June to Mid-August: 60-day comment period.
 - Mid-August – September 1: County prepares staff report for public hearing, informed by the results of the detailed transportation study.
 - Mid-September: County holds public hearing on CPA.
 - August – September: Property owners prepare plats and plans for application submittal to rezone and subdivide properties with the anticipation of CPA approval, and informed by the detailed transportation study.
 - August – September: Consider communicating with Lydia residents about the CPA and the potential impacts to the properties in the area.
 - Late September – Early October: County Board takes preliminary action on CPA.
 - October: DRT meetings on develop proposals. Property owners submit rezone and plat applications.
 - October – November: Met Council review and determination
 - November: County Board takes final action on CPA.
 - December: County holds public hearings on property rezone and plat applications.

The EDP Grant Application been submitted to the CDA. The Township would need to approve \$48,000 in matching funds to fully fund the study for the area. Township could set up a finance district with a per acre fee related to the costs of the study to recoup costs.

Berens made motion to approve the EDP grant match of \$48,000 for Rural Industrial Study in Lydia. Quinn seconded. All in favor.

5) Road Report

- a) No issues reported

6) Town Hall and Parks Report-

- a) May and June Rentals – 15 and 19 events respectively hosted in the meeting room.
- b) Parks- If annexation agreement reached, Raymond Park and South Shore Park will be part of Spring Lake Township. Quinn asked if we need a CIP in order to get grants. Raymond Park concerns: downed trees that need removal and paths that need chips refreshed. Staff suggested that we review Prior Lake's management plans if parks are brought into Spring Lake Township.

7) Water Resources Report

- a) WBIF Grant- Quinn explained that \$2,000 initially earmarked for WBIF Grant funding for a feasibility study at Raymond Park was determined to not be the best use of funds. Emily Dick, PLSLWD Project Manager proposed that with Town Board backing and Convene Participants support, funding could be redirected to Swamp Lake for an Iron Enhanced Sand Filter (IESF) which removes nutrients which flow into Spring Lake. She noted that they have already obtained an easement and are ready to implement the project. Quinn made a motion in support of reallocating \$2,000 from the feasibility study on Raymond Park to implementation of an IESF on Swamp Lake. Berens seconded. All in favor.
- b) Fish Lake Management Plan - Dick shared that they have had great success with projects outlined in the new Fish Lake Management Plan. During a review of the plan, neighbors expressed concern about run off from storm water ponds in the Lake Ridge area. These ponds appear to be malfunctioning and may be a source of external phosphorous loading on Fish Lake. The District has committed \$100,000 for projects within the plan. This new concern has yet to be studied but with willing landowners, it is an appealing project. The cost estimate of the study is \$50,000 and Dick requested up to \$10,000 from Spring Lake Township to help with the costs. Morkeberg explained that PLSLWD is trying to get the water quality improved and the funds help make prioritizing it easier. Berens supports this project that is completely in the township and in an older development. Quinn made a motion for \$7,500 for a study of Lake Ridge storm water ponds to be completed over the winter. Berens seconded. All in favor.

8) Treasurer’s Report

- a) Johnson presented the May, 2024 Treasurer’s Report. In May total receipts were \$41,657.99 total disbursements were \$71,892.73, and the ending cash balance was \$2613303.02. Berens made a motion to approve the May, 2024 Treasurer’s Report. Quinn seconded. All in favor.

9) SCALE

- a) May - Cybersecurity Panel
- b) June - Legislative Update

10) New Business/Old Business

- a) Planner- Kowalski and Hanson met with a planner in June to discuss how a planner could benefit the township. In general, planners provide the broader vision and policy framework for development, while engineers bring the technical expertise to implement those plans effectively. Ideas include help with comp plan planning, implementing planning and zoning, Met Council interactions, Township input on other plans – (Parks and Trails, WMO, PLSLWD). Staff suggested setting up a meeting for the full board to meet and discuss opportunities with planner as she has extensive experience with metro towns, cities and the Met Council. Board supported connecting prior to next meeting if planner available.
- b) Prior Lake Annexation Workshop – Quinn attended and provided a recap. It was shared that the City would like to move forward with an agreement.

11) Approval of Disbursements The Board reviewed the June, 2024 disbursement ledgers and approved checks numbered, 14818 to 14860, to be issued. The checks were signed and given to Hanson for mailing.

There being no further business before the Board, Quinn made a motion to adjourn. Berens seconded. All in favor. The meeting was adjourned at 9:45 p.m.

Melissa Hanson, Clerk
Spring Lake Township

Minutes approved _____

Lisa Quinn, Vice-Chairperson

Melissa Hanson, Clerk