

**OFFICIAL MINUTES
SPRING LAKE TOWNSHIP
MONTHLY BOARD MEETING
MARCH 13, 2025**

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

Present:

Ted Kowalski - Supervisor
Melissa Hanson – Clerk

Lisa Quinn – Supervisor
Dave Johnson - Treasurer

Jeff Miller - Supervisor
Sara Domer – Deputy Clerk

Also Present:

Matt Stordahl - Stantec

- 1) a) The meeting was called to order by Chairperson Quinn at 7:00 p.m. The Pledge of Allegiance was said.
- b) Changes to the agenda. Staff requested to add to the consent agenda item ii) Approval of March 4th, 2025 Board of Audit Minutes. Kowalski made a motion to amended the agenda as presented. Miller seconded. All in favor.

2) Public Commentary

- a) Christian Morkeberg, Prior Lake Spring Lake Watershed District (PLSLWD)-Updates
 - i) Bruce Loney and Morkeberg will be sworn in at next PLSLWD meeting
 - ii) Buck Lake Stream – Aquatic Invasive Species (AIS) project in 2025.
 - iii) Swamp Lake Iron Enhanced Sand filter - grant money awarded project bid upcoming.
 - iv) Fish Lake Management- Water quality projects continue.
 - v) Iron Chloride Facility on 13– Late Spring renovations.
 - vi) Farmer Led Council- next meeting August 2025.
- b) Sean Smith, Representing Creative Cash Partners- Smith shared a development concept plan at 21551 Vergus Avenue on Cynthia Lake. Smith noted the development falls within the Shoreland district that requires lots of 2.5 acres and 200 feet frontage. A road on southern portion will be built for potential extension to the northern part of development or to Fairlawn Ave.
 - i) Quinn asked that the future through road be noted with signage at the cul-de-sac so that there are no surprises for future residents.
 - ii) Stordahl noted the concerns with paving Vergus in the future- escrow would be taken for future improvement on 1800 feet of frontage for ½ of the road. DAP Transportation plan shows 3 connections from Vergus to Fairlawn. Need to determine best location. Current design allows for existing home to stay.

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 February 13, 2025 Monthly Meeting Minutes.

- ii) Consider Township Engineering Budget Estimate for 2025
- iii) Approval of March 4th, 2025 Board of Audit Minutes.

Kowalski made motion to approve consent agenda. Miller seconded. All in favor.

- b) Consider Request for Townhall for Short-Term Rental –Trevor Shannon, Traveling Avalanche Studios- would like to rent the town hall to film a movie from Monday September 15th to Saturday, September 20th. Kowalski made a motion to approve rental. Miller seconded. All in favor.
- c) Investment Options Presentation- Corey Boyer presented information from League of Minnesota Cities (LMC) regarding investment opportunity in 4M Fund Minnesota Municipal Money Market with options for short term and long-term investments. They have over 400 municipal entities as clients including about 20 Townships and the Prior Lake Spring Lake Watershed District. Participation costs – administration fee with some going to LMC. Rates are as noted. Money Market Rates 4.3% - a good time to be in the market. Not a bank so not FDIC insured. Joint Powers Agreement – requires a Resolution for participation. Discussion had about opportunities.
- d) Consider Township Quotes/Bids for Services for 2025- Domer presented the bids for services and the following were awarded with provided reason:
 - i) Portable Toilets - Specialized Sanitation: lowest bid and prompt service.
 - ii) Ditch Mowing- Dave Anderson Bobcat Services: lowest bid.
 - iii) Gravel Hauling –Joseph Mullens Trucking, lowest bid.

Kowalski made a motion accepting lowest price bids for Portable Toilets- Specialized Sanitation, Ditch Mowing- Anderson Bobcat, Gravel Hauling- Jospheh Mullen Trucking. Miller seconded. All in favor.

- e) Consider Resolution 25-002 Accepting Transfer of Ownership of Parcels for Raymond Park and South Shore Park from the City of Prior Lake- Hanson explained that as part of the Orderly Annexation Agreement the parcels comprising Raymond Park and South Shore Park would be transferred to Spring Lake Township from Prior Lake. Prior Lake approved the transfer during their Council Meeting on March 11th. This Resolution provides for acceptance of the parcels. Once transfer is approved, the County approves and requests the State to transfer parcels to the Township – all are tax forfeited properties with conditioned use. Staff is working with County on condition and market value on parcels. Kowalski made a motion approving Resolution 25-002 Accepting Transfer of Ownership of Parcels for Raymond Park and South Shore Park from the City of Prior Lake. Miller Seconded. All in favor.

4) Engineer's Report

Stordahl presented the March Engineer's Report.

- a) Miscellaneous
 - 2025 JPA Road Maintenance – Bids have been opened and the project awarded. Sealcoat work will be completed by Pearson Bros, Crackseal by ASTECH, and striping will be by Sir Lines-a-Lot.
 - Ditch 13 Culvert at 190th Street – The culvert has been replaced and the area restored. We have submitted the claim to FEMA and are waiting for their response.

- SLT GIS – Fabric Mapping – We have met with Doug Johnson and have the information we were looking for. We are now incorporating it into the GIS system.
- Panama & 190th St Roundabout – A wetland delineation has been completed for the wetlands in the area of the proposed roundabout. The identified wetlands do not appear to affect the project design. Update: 60% plan completed. There will be a scooped median to allow homes on the northeast side exit and go south. Project scheduled for 2026.
- South Shore Dr Mill & Overlay – The project was awarded to Prior Lake Blacktop at the February 2025 Board meeting. Contracts have been sent to the Contractor and work will be completed in Summer 2025. Project will take a couple of months due to curb work.
- MS4 Permit – The MS4 permit will likely need to be reviewed and submitted in June, per the permit schedule. We have been working with Stantec staff to make sure we have the necessary information ahead of the permit schedule deadlines.

b) Development

- Creative Cash Partners – Investors have purchased the property at 21551 Vergus Avenue, on the north side of Cynthia Lake. They have inquired about development requirements and discussed proposed improvements. A DRT meeting was held and the investors are now working to determine what their project might look like.
- Sandhill Meadows – The Township provided their recommendation for this plat, located at 5140 203rd St that creates one additional lot. The applicant is requesting that we vacate and re-establish some of the easements on the property. We are continuing to work with them on this request.
- Orderly Annexation Agreement – Township and City staff are working on shared road and utility agreements, which have been forwarded to City staff for their review. A meeting was held on January 22nd with the City to discuss, and we appear to be getting close to a final draft for Township Board and City Council consideration with the Utilities Agreement. The Shared Road Agreement still has some negotiation work to be done.
- Developments –
 - Comp Plan Amendment: Lydia Rural Industrial, Phase 1: Nomadic Homes & Schieffer 7 – County staff 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:
 - ❖ The County Board has approved the Comp Plan Amendment and it has been forwarded to the Met Council for their review.
 - ❖ Schieffer Wetland Delineation has been shared with PLSLWD.
 - ❖ A DRT meeting was held on March 5th to discuss the plans for the properties on the east side of Hwy 13 – originally known as the Schiffer 7. The Developer is proceeding with the next steps of this project.

- 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. There was a Planning Commission public hearing at the County Building on Sept 9th.

- 2050 Comp Plan Update- Study: Rural Industrial Study Phase 2

EDP Grant approved by the CDA, Township has approved \$48,000 in matching funds to fully fund the study for the greater study area.

Task	Description	% Complete	ETA of Completion
Task 1	Background data assembly	50%	
Task 2	Concept Master Plan	0%	
Task 3	Off-site aerial review of farmed wetlands and est. wetland boundaries	75%	
Task 4	Wetland Delineation, Inventory & Replacement options	35%	
Task 5	Final Master Plan	0%	
Task 6	Community Engagement	0%	
Task 7	Land Use Plan & Zoning Amendments	0%	

5) Road Report

- MNDOT Spring Road Restrictions in place on March 3 – signs posted thanks to help from Scott County; website updated.
- No road issues observed.
- Road Overseer has resigned effective immediately. Staff and Miller working on options/job requirements.
 - Mattress in ditch off Fairlawn near Buck Lake Circle

6) Town Hall and Parks Report

- Pump replaced on septic tank as a result of broken urinal- exploring cost of manual flushers that will be less prone to failure. Currently replacing auto mechanisms once a year.
- Quinn, Hanson and Doug Schoenecker met with Staff from Prior Lake to review maintenance routine/concerns at Raymond Park and South Shore. Discussed pros and cons of a controlled burn for a portion of the inner loop of the Oak Savannah area. Prior Lake will assist this spring in getting dock in place. Working with CAC/PLSLWD on partnership sign for rules for parks. Consider developing park plan for maintenance and replacement of equipment. Quinn will organize parks advisory group.

7) Water Resources Report

- a) PLSLWD has discussed the possibility of a Subordinate Service District for County Ditch 13 work, if needed.
- b) Fish Lake Management Plan – Lake Ridge stormwater concerns have been evaluated and will need input from Board in near future.
- c) Watershed Planning Commission – primary focus on Watershed Plan – new items of focus floodplains, ground water and development impact on ditches and potential abandonment of ditches.

8) Treasurer's Report

- a) Investment Options Discussed – Johnson noted that he reached out to three agencies for investment options only one returned a call.
- b) Johnson presented the February, 2025 Treasurer's Report. In February total receipts were \$85,949.29, total disbursements were \$236,694.07, and the ending cash balance was \$2,835,216.59. Kowalski made a motion to approve the February, 2025 Treasurer's Report. Miller seconded. All in favor.

9) SCALE- Quinn

- a) Executive Committee: Topics – Solid Waste and Animal Control
- b) General Meeting- February Meeting Topic – Attended by Miller and Quinn. Leading in Complex times. March Meeting Topic: Introduction to Solid Waste and Recycling and Assessment Notice Update

10) New Business/Old Business

- a) Supervisor Wage Follow Up- Staff showed comparison chart. Discussion had – no changes requested for 2025. To be revisited in 2026.
- b) County Commissioners and Township Chair Meeting – Quinn highlighted changes to cannabis rules -low potency THC sales and outdoor growing, discussion about JPA options for fire departments and costs, development on private roads and 2050 Comp Plan planning.

11) Approval of Disbursements The Board reviewed the March, 2025 disbursement ledgers and approved checks numbered, 15123 to 15156, 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. Kowalski seconded. All in favor. The meeting was adjourned at 9:15 p.m.

Melissa Hanson, Clerk
Spring Lake Township

Minutes approved _____

Lisa Quinn, Chairperson

Melissa Hanson, Clerk