

**OFFICIAL MINUTES  
SPRING LAKE TOWNSHIP  
MONTHLY BOARD MEETING  
SEPTEMBER 11, 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 - Stonebrooke

- 1) a) The meeting was called to order by Chairperson Quinn at 6:30 p.m. The Pledge of Allegiance was said.
- b) Changes to the agenda. Staff requested to add item 3.a)iv Approval of Pay Request #2 for South Shore Drive Road Project in the amount of \$23,528.29 to the consent agenda. Staff also asked to move item 3g to 3d. Kowalski made a motion to approve the agenda as amended. Miller seconded. All in favor.

**2) Public Commentary**

- a) Greg Tillotson, 2751 South Shore Drive and Jason Dejoy, 2670 South Shore Drive- Asking the board to consider vacating a road ROW located next to their properties running from South Shore Drive to Rustic Hill Drive. Stordahl noted lots would need to be combined as to not create landlocked parcels. Board is open to vacating ROW and directed residents to work with staff to start the process.
- b) Cedar Lake Township Representatives-Supervisors Robin Lichtblau and Joe Lambrecht shared that their township roads are nearing end of life. They are proposing to create Special Service Districts to manage mill and overlays and reconstruction wherein 50% of neighborhood residents would need to request the project and be charged 70% of costs for the project. The township would pay 30%. The projects would be assessed over 10 years. A letter has been sent to residents informing them of a meeting on September 22<sup>nd</sup> to discuss the proposed special service districts. If there is no agreement, the roads will be patched for a time and then would be replaced with gravel. Total of 12 miles for 16 developments.
- c) Judith K Mueller – Asked for verification of township boundaries near 170<sup>th</sup> Street.

**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 14, 2025 Monthly Meeting Minutes.
  - ii) Approval of August 14, 2025 Budget Meeting Minutes
  - iii) Approval of Variance Request at 17397 Vergus Ave

- iv) Approval of Pay Request #2 for South Shore Drive Road Project in the amount of \$23,528.29

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

- b) Spring Lake Township Parks Assessment Presentation- Jacob Burgstahler, Stantec presented a summary of the parks assessment reviewing both condition of current assets and providing improvement ideas for Fish Lake Park, South Shore Park and Raymond Park.
  - i) Fish lake park playground is 22 years old and showing signs of wear, safety is still good. 0-3 years before replacement recommended.
  - ii) South Shore Park is also 22 years old, 2-5 years before playground recommended for replacement. Has no ADA access.
  - iii) Raymond Park is a more natural park and priority is management of vegetation and possibly adding additional parking.
    - (1) Question asked about safety of playgrounds: no concerns are noted in report or by engineer.
    - (2) Question asked about Condition of floating dock: age is approximately 12 years old. It does not need replacement right now but maintaining (winterization, maintenance and storage) it well will extend its life.

Kowalski noted that costs of equipment is significant and suggested the parks committee explore options including refurbishment and individual piece replacement versus total playground replacement.

- c) Citizen Parks Committee Update- Quinn presented feedback for Raymond Park and South Shore Park:
  - i) Kathy Cox, Raymond Park Liaison gathered the following concerns/possible action items: Buckthorn/vegetation mitigation, connection to South Shore Drive over the creek, adding a solar light for improved safety and visibility, berm improvement on non-park side, clear vegetation to improve view of lake.
  - ii) Sam Dennis, South Shore Park liaison gathered the following concerns/possible action items: Improve playground equipment, planting trees for shade, additional sand for playground, asphalt walking path to playground, basketball court in open space, remove unofficial memorial bench.

Wesley Steffan expressed that he is in favor of a controlled burn at Raymond Park and increasing the view of the lake from the park would be a great benefit. He also expressed his appreciation for organizing the parks group.

- d) Consider Request for CUP for Monopole located at 3696 220<sup>th</sup> Street- After being tabled at the July and August meetings Leonard (Mick) McManman, APC Towers, is back requesting support for a CUP to construct and operate a 145ft monopole on behalf of T-Mobile, as first tenant, in order to achieve improved coverage and capacity of the surrounding area in 2026. More information was presented as to how location was chosen and how parcels were eliminated. Main criteria for a possible site include-leasable, meets the zoning requirements, and is buildable at an economical rate.

- i) Mike and Holly Flynn, 322 220<sup>th</sup> St E. - Opposes location of tower because of proximity to their home. Attracted by natural environment and would not have purchased had they known the tower was a possibility. Natural views will be marred and property values will decline. They are concerned over lighting, noise from heating and cooling systems and possible negative health impacts. There are no benefits to the neighbors, only the homeowner leasing the land. Asking to consider relocating the tower to the other side of the property.
  - (1) McManman shared he does not have the authority to approve a tower move but will pass along the information to APC Towers. He clarified there are no lights and no HVAC on tower.
  - (2) Jake Remmington, attorney for APC Towers- Stated Scott County has the final authority but the feedback is appreciated from the township residents. Acknowledges the township recommendation is critically important and stated tower moves can be considered if all parties involved agree.
- ii) Cindy Grolla, 21556 Panama Ave- Reiterated the concerns of her neighbors over current location and asked if the tower could be moved. Two neighbors (Grolla and Flynn) spoke with the proposed lot owner and she is not opposed to moving the tower.

Discussion had about moving the tower approximately 575ft to the West. McManman explained that the wetland setback will be of consideration.

Kowalski made a motion to recommend approval of CUP with condition that location be moved approximately. 575 ft to the West to be as close to the wetland as possible. Miller Seconded. All in favor.

- e) Recess for the Continuation of the Annual Town Meeting for the Purpose of Approving the 2026 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. Kowalski seconded. All in favor. The September monthly meeting was recessed at 8:00. Loren Hanson acted as moderator and reconvened the annual meeting. Treasurer
  - i) Dave Johnson presented the 2026 General Fund levy reviewing the budget and the drivers for the increase. General discussion had and noted in annual meeting minutes. Wesley Steffan made a motion to approve the general fund levy of \$725,000. Tom Quinn seconded. Approved by unanimous voice vote.
  - ii) Johnson then presented the road and bridge fund levy. General review and discussion had and noted in annual meeting minutes Steffan made a motion to approve the road and bridge fund levy of \$875,000. Tom Quinn seconded. Approved by unanimous voice vote.

The overall increase is 16.4%.

Hanson made a motion to adjourn the Annual Meeting. Steffan seconded and approved by a voice vote. Following the adjournment of the 2025 Annual Town Meeting, the monthly Board meeting was reconvened at 8:25p.m.

- f) Review and Consider Approval of the 2026 General Fund Budget and Road & Bridge Fund Budget- Johnson presented the proposed 2026 General Fund and Road and

Bridge Fund budgets. Kowalski made a motion to approve the General Fund Budget of \$835,000 and the Road and Bridge Fund Budget of \$2,355,000,000. Quinn seconded. All in favor.

- g) Consider Resolution Directing Staff to Certify the 2026 Levy for the General Fund and the Road & Bridge Fund- Kowalski made a motion to adopt Resolution #25-007 certifying the 2026 General Fund Levy of \$725,000 and Road & Bridge Fund Levy of \$875,000. Miller seconded. Motion passed 3-0.

**4) Engineer’s Report**

Stordahl presented the September Engineer’s Report.

- a) South Shore Drive Mill & Overlay:

Construction Bid Total = \$404,477.42, Completion Date – Fall 2025

Stantec is the lead on this project –Project is substantially complete. Catch Basin “No Dumping” markings and minor Landscape repairs will be completed in the coming weeks. Final project closeout anticipated for the October board meeting.

- b) Buck Lake Circle Reconstruction:

Project Budget = \$1.05M, Project is under consideration. Appraiser study estimate: \$15,000. Staff has reached out to second appraiser for estimate.

Task	Description	% Complete	Completion ETA	Notes
Task 1	Feasibility Study	100%	May 6, 2025	Study approved at the May 8 <sup>th</sup> Board meeting.
Task 2	Coordination with Prior Lake	20%	Unknown	Coordinating with Prior Lake about possible cost sharing of wetland outlet costs. We have initiated conversations and they are reviewing.
Task 3	Hold Public Hearing	0%		It has not been initiated yet.
Task 4	Prepare Construction Documents	0%		It has not been authorized yet.

Weir structure may be needed or a pond system and rate control but DNR review is needed. Consider wetland enhancement as a possible grant project. Consider an open house in November to explain possible project options to residents. Stordahl to provide a visual of where the pipe would go. Prior Lake will be discussing a possible contribution.

- c) 2050 Comp Plan Study:

Stantec is the lead on this project. update – wetland review completed and provided to Board.

d) Rural Industrial Study

Task	Description	% Complete	ETA of Completion
Task 1	Background data assembly	75%	A draft of the Background will be sent to the Township by the end of next week
Task 2	Concept Master Plan	0%	Planning to provide a draft Concept Master Plan mid-October. Elements of Task 4 are prerequisite.
Task 3	Off-site aerial review of farmed wetlands and est. wetland boundaries	100%	Task 3 is complete. Wetland area map attached.
Task 4	Wetland Delineation, Inventory & Replacement options	35%	Subtask 1 (Field work) complete. Subtask 3 will most likely be done in November, when the Wetland Conservation Act (WCA) Technical Evaluation Panel (TEP) is available for meetings.
Task 5	Final Master Plan	0%	
Task 6	Community Engagement	0%	
Task 7	Land Use Plan & Zoning Amendments	0%	

1. Development Projects:

Project Name	DRT Meeting Held?	Plat Submitted?	Construction Plans Submitted?	Developer's Agreement?	Construction Started?	Notes
Creative Cash Partners	Yes	Yes	Yes	No	No	Developer's Agreement is nearly ready to approve.
Schieffer 7	Yes	No	No	No	No	Comp plan update has been approved. Developer is working towards 2026 construction.

2. Outside Agency Projects:

Owner	Description	Project Phase	Notes
Prior Lake	Aspen Ridge Development	Construction	Street construction is underway. Construction completion is expected in the next few weeks.

Prior Lake	AUAR Study for Annexation Area	Study	Study is underway. A progress meeting was held August 6 <sup>th</sup> to update the parties.
Scott County	Panama & 190 <sup>th</sup> Roundabout	Design	Design work is nearly complete and the review process has begun. The project has Federal funding, so the review process is expected to take a long time.
MnDOT	Hwy 13/Hwy 282/Cty Rd 17 Roundabout	Concept	Preliminary planning has begun for the future road layout, trending towards a roundabout. Accident data has been collected and shared for the area.

**3. Miscellaneous:**

- Future Parks Planning – Stantec has completed the Parks study and provided a summary of the report which included engineer suggested improvements.
- Future Road Planning – The Township road ratings have been updated and an updated 3-, 5-, and 10-year road CIP has been developed.
- MS4 Permit – Stantec has been working to update the Township’s MS4 permit documentation in preparation for the permit schedule deadlines.
  - MS4 Maintenance and Annual Reporting Fee Estimate:  
A draft fee estimate for the maintenance tasks to comply with MS4 reporting has been provided. Tasks 1 and 2 will only be attached to the 2026 year as we are required to report on the last 4 years as the report system has not been available from MPCA. Year over year reporting and inspection fees and reporting will be an estimated \$12,000.

Kowalski made a motion to Stantec’s Estimate for MS4 Maintenance/Reporting. Miller seconded. All in favor.

- Prior Lake/Spring Lake Shared Road Agreements – The City has proposed a 60% City/40% Township split for road costs.
- Prior Lake/Spring Lake Utilities Agreements – The City has asked for utility easements over a portion of Raymond and South Shore parks. This request has been reviewed and comments shared with the City.
- 180<sup>th</sup> – west of Fairlawn - Add blind drive signs and extra patrol and/or consider speed trailer.

**5) Road Report**

- a) Resident Concerns
  - i) 180<sup>th</sup> & Mushtown – trees in sight lines.
  - ii) Jackson & Mushtown – tall weeds impacting sight lines.
  - iii) Consider option to provide a group rate with the County for trees and weed trimming/removal.

**6) Town Hall and Parks Report**

- a) Movie rental begins next week.
- b) Buckthorn mitigation estimates provided with different mitigation options. Kowalski made a motion to approve a cost of up to \$12,000 for buckthorn mitigation. Miller seconded. All in favor. Quinn to coordinate.

- c) Trees at South Shore Park. Kowalski made a motion to approve \$5000 for shade trees at South Shore Park. Miller seconded. All in favor.
- d) Concrete pad at Fish Lake Park pavilion will need repair in the future.

**7) Water Resources Report**

- a) Quinn attended meeting on Sept 4 -all water resource organizations. Topic was about various permit adherence and moving from education to enforcement.
- b) Ditch Authority – PLSLWD will be at October meeting to discuss possible transition of Ditch Authority for Ditch 13 from County to PLSLWD

**8) Treasurer’s Report**

- a) Johnson presented the August, 2025 Treasurer’s Report. In August total receipts were \$7,013.97, total disbursements were \$307,159.64, and the ending cash balance was \$851,576.21. Quinn made a motion to approve the August, 2025 Treasurer’s Report. Kowalski seconded. All in favor.

**9) SCALE**

Quinn to attend SCALE on Friday.

**10) New Business/Old Business**

- a) Fire report will no longer be sent from Prior Lake monthly. Instead, a link to real-time data was provided that can be accessed at any time.
- b) Chair meeting – dead animal call costs may get shifted to Townships. Code enforcement concerns.
- c) We have acquired the domain springlaketownshipmn.gov and will begin transitioning our website.
- d) Property owner adjacent to Ben’s Bay is asking town to mow area in front of fence one time and he will mow in the future. Township will not add mowing in the area – it is too wet.

**11) Approval of Disbursements** The Board reviewed the September, 2025 disbursement ledgers and approved checks numbered, 15346 to 15375, to be issued. The checks were signed and given to Domer for mailing.

There being no further business before the Board, Kowalski made a motion to adjourn. Miller seconded. All in favor. The meeting was adjourned at 9:50 p.m.

Melissa Hanson, Clerk  
Spring Lake Township

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

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Lisa Quinn, Chairperson

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Melissa Hanson, Clerk