

MINUTES
[Approved 07.24.2023]

Present:

Board members: Chair Mike Klingelhutz, Vice-chair Cathy Nielsen, Supervisor Pete Parris, and Deputy Clerk/Treasurer Melissa Lano.

Public Works Staff: Brian Lawrence and James Schilling

Guests: Jeff Weyandt /Josh Eckstein (Bolton and Menk) and Lin Deardorff

Public Works Work Session was called to order at 12:30pm

Bolton & Menk presentation on 201 Sewer Feasibility Study

The draft 201 Sewer Feasibility Study was reviewed and replacement options discussed. Staff to further review the mapped areas and submit changes.

Roads

- The 2023 Road Tour list was updated as follows:
- Little Ave/140 Intersection buildup– the cost estimate was submitted to the Board
- Little Ave culvert replacement is complete
- 8020 Cardinal Drive road repair is complete.
- 8220 Cardinal Lane drain tile repair has been scheduled for September.
- Added: Reitz Lake Drive tree removal next to power line.

Equipment

- Mack truck air brakes were repaired.
- Septic truck DOT inspection findings have been fixed. Staff will consult with the local International dealer to identify issue with change in drivability when fully loaded at 45 mph speeds.

Sewers

- Supervisor Parris conducted a site visit for the retaining wall at 9360 Pierson Lake Drive. Trees may need to be trimmed along the easement to widen the access area. The Board instructed staff to proceed with trimming the trees, if needed. Staff was instructed to prepare a draft letter and drainfield/easement transfer agreements for Hoggarth to be reviewed at the 7-24-2023 regular meeting. Supervisor Parris to call Mestad and Brian Praske/CC Land Surveyor.
- The Board reviewed the costs for repairs at 6815 Abbywood Lane. Staff was instructed to prepare an official invoice to be sent to Zaback Construction for payment.
- Staff discussed the Rhoey Avenue force main fitting. The Board approved the replacement of the fitting.
- The Scandia and Airport Road air release pipe replacement is scheduled for the week of 7/24. The Board instructed staff to also jet if needed.
- The Town Hall septic tank was pumped and inspected.
- There are four properties along Bavaria Beach Road in the City of Chaska that are serviced by the Township's community sewer system. The annexation of these properties in the 1990's occurred without a Joint Powers Agreement for assessment and ordinance enforcement purposes. The Board instructed staff to contact the Town Attorney for direction.

Miscellaneous

- The Board accepted the resignation of Logan Lawrence/temporary summer help employee. The position will not be rehired, rather the remaining budgeted balance was approved to be applied to the hiring of a tree service to assist with tree cutting.

The Public Works Work session was adjourned at 3:05pm.

Chair Klingelhutz called Regular Meeting to order at 3:05pm

Regular Meeting Agenda was adopted as presented.

Motion by Parris to adopt the agenda as presented.

Second by Klingelhutz

Motion carried (none opposed)

Open Forum (left open until 3:15) is an opportunity for citizens to discuss issues with the Board on items not on the agenda. Individuals are asked to limit their comments to 5 minutes. The Chairman may limit the number of speakers discussing the same issue. The Town Board will take no official action on items discussed at the Open Forum. Items discussed at the Open Forum may be referred to staff for possible consideration at a future meeting.

Lin Deardorff updated the Board on the status of the Historical Society and also inquired about the townships driveway permit process as the Historical Society and Holasek's would like to change their shared driveway off of hwy 5 to Parley Lake Road and create two separate driveways. The Board advised Mr. Deardorff of the driveway policy.

Minutes

- Regular Meeting Minutes – June 26, 2023

Motion by Nielsen to approve the Regular Meeting Minutes from June 26, 2023

Second by Parris

Motion carried (none opposed)

Financials

- Payment of Claims: #13827-13855 totaling \$66,699.64

Motion by Klingelhutz to approve payment of claims as presented

Second by Nielsen

Motion carried (none opposed)

- Schedule 1 Treasurer's Report

Motion by Nielsen to accept the Schedule 1 Treasurer's Report

Second by Klingelhutz

Motion carried (none opposed)

- Receipts Register: \$116,151.75 (includes the June tax settlement \$107,670.68)

Klingelhutz noted the Receipts Register has been received and reviewed.

- Klingelhutz noted that the June bank reconciliation has been received and reviewed.

- Q2 end/YTD financial reports

Motion by Parris to table for updated reports

Second by Nielsen

Motion carried (none opposed)

Unfinished Business

None

New Business

• **Costs for the repair of Abbywood Lift Station**

Motion by Klingelhutz for staff to invoice Zaback Construction to recoup costs associated with repair of the damaged components of the Abbywood Lift Station.

Second by Parris

Motion carried (none opposed)

• **201 Sewer Feasibility Study**

- The Board further discussed the draft 201 Feasibility Study and the next steps. They have opted to proceed with evaluating the feasibility of replacing all 4-inch mains with 8-inch mains, removing all septic tanks and replacing the entire service line for each property (option 2). And, the Lakewood Circle sandfilter would include running a new forcemain to Cty Rd 43/connecting to the 6D3 sewer area, removing septic tanks and replacing entire service line for each property (option 4).
- The Board instructed staff to consult with Town Attorney regarding sewer assessment options.
- The Board stated that substantial state funding or fund forgiveness would be necessary to move this project forward. Bolton and Menk will complete and submit the required MPCA project documentation for this project to be scored and hopefully placed on the Intended Use Plan for potential funding opportunities. The Board will organize a future meeting with local and State representatives as well as the Sewer Committee.

Board Member Reports

Chair Mike Klingelhutz:

- *Pending Business List tabled to next meeting*

Vice Chair Cathy Nielsen:

- Reminded others of the Carver County Association of Townships will be meeting at the Carver County Fairgrounds on July 11, 2023 at 7:00p

Supervisor Pete Parris:

- Inquired about Couri & Ruppe response to township portion of outstanding balance of Airport Road debt in the event of annexation. Clerk to update on 7/24/2023.

Deputy Clerk/Treasurer Melissa Lano:

- Discussed computer/network security upgrades

Correspondence was reviewed.

Adjourned at 5:10pm

Motion by Klingelhutz to adjourn the meeting.

Second by Parris

Motion carried (none opposed)

Respectfully submitted by:

Melissa Lano/Deputy Town Clerk

Board approved on _____ :
(date)

ATTEST: _____
Leanne Kunze, Clerk/Treasurer

Mike Klingelhutz, Board Chair