

PUBLIC WORKS WORKSESSION,  
CROWN COLLEGE PUBLIC HEARING,  
AND  
REGULAR TOWN BOARD MEETING  
Meeting Minutes

May 9, 2022

**Attendees:** Town Board members: Chairman Pete Parris, Vice Chair Mike Klingelutz, Supervisor Cathy Nielsen, and Deputy Clerk/Treasurer Melissa Lano. Public Works employees: James Schilling and Brian Lawrence. Guests in attendance Jennifer Fischer, resident; Lyndon Robjent, Carver County; and Michael Price, Crown College Chief Operating Officer.

**Public Works Work session**

The Public Works work session was called to order at 1:00 pm.

**Sewers**

- o Newly purchased septic pumper truck is working well.
- o Repaired 9765 Oakwood Drive cracked sewer pipe due to settling.
- o Eull Manufacturing is the only supplier with proper size rings for manhole upgrades
- o Cathy Nielsen will design pumper truck township logo.
- o Septic tank replacement @ 7045 Abbywood Lane is complete. Yard restoration this spring. Homeowner (Bruce Schmitt) agreed to be invoiced \$500 for restoration.
- o Sewer system tour is scheduled for Wednesday, June 8 @ 9:00am.
- o Basement drain inspections update: Cty Rd 43, Abbywood Ln and Rd, and remaining residents in Schmittville and Airport Road – 17 complete, 25 remaining. Clerk to cross-reference Internet responses for contact information for the 25 remaining.
- o Will continue to monitor Lakewood Cir sandfilter for possible draining issue.
- o Repaired Abbywood Mound feeder line.

**Roads**

- o Ron Bray approved the updated Road Policy. Waiting on Attorney Mike Couri to draft the updated Snow Removal Ordinance for publication, prior to the Town Board approving the Road Policy.
- o Reviewed monthly road maintenance report.
- o Delay in asphalt plant opening, has caused delay in patching Augusta Road.
- o The Road Tour list was reviewed.
- o Deputy Clerk Melissa Lano discussed the requirement for all Township Board members to review every town road, each year. Chair Parris requested a rating scale for gravel roads. Further discussion is needed to determine how often the Town Road Engineer should rate each road.
- o Chair Parris indicated that Ron Bray should review all asphalt roads next year, prior to the following years resurfacing project.
- o Asphalt road sweeping and crack filling is complete
- o Chip sealing Airport Road will end just west of Findley's driveway (9135 Airport Road).
- o Gravel road shoulder discing is complete
- o Graveling is delayed due to late road restrictions. Dust coating will follow 2 weeks after gravel.
- o Lyndon Robjent reviewed the Cty Rd 92 extension and Airport Road roundabout west of 9135 Airport Road. The sale of Kirsch's property/development will drive the timeframe for the roundabout. The Deputy Clerk will forward to Ms. Fischer the county's informational website and map for Cty Rd 92 extension project. There is no definite timeframe at this time.
- o Road counters have been placed on Augusta Road to capture spring traffic, including agricultural traffic.

**Equipment/Building**

- o Nuss Truck and Equipment will complete the dump truck purchase transaction between City of Waconia and Laketown Township. They will also take the township dump truck for trade-in

towards the purchase price. The Board has previously approved the purchase of Waconia's dump truck and the trade-in of Laketown's dump truck, using Equipment funds. The Board directed the Clerk/Treasurer to prepare the check accordingly.

**Call to Order Crown College Public Hearing**

The Public Hearing was called to order at 3:15pm. Guests in attendance for the Public Hearing was Michael Price, Crown College Chief Operating Officer.

Mr. Price reassured the Board that the Township's host approval is only administrative with no financial obligation for the refinancing of current bonds and the construction of a 30,000 sq. ft. student residence hall. Bond issuance was through the City of St. Boni and the City of Mayer.

**ACTION:** Motion by Chair Parris to approve Resolution 2022-08 Giving Host Approval to the Issuance of Education Facilities Revenue Obligations for Crown College.

Second by Vice Chair Klingelhutz

**ALL IN FAVOR:**

Parris, Klingelhutz and Nielsen. None opposed.

**RESULTS:** Motion carried unanimously.

**ACTION:** Motion by Chair Parris to close Public Hearing at 3:30pm

Second by Vice Chair Klingelhutz. None opposed.

**RESULTS:** Motion carried unanimously.

**Call to Order Regular Town Board Meeting**

**Adopt Regular Agenda**

**ACTION:** Motion by Chair Parris with addition to add a discussion regarding Carver County Board of Adjustment hearing on Oakwood Church signage.

Second by Vice Chair Klingelhutz. None opposed.

**RESULTS:** Motion carried unanimously.

**Consent Agenda**

Approve Consent Agenda - Regular Board meeting minutes April 25, 2022 and Special Board meeting minutes April 28, 2022 for the Augusta Road discussion with Dahlgren Town Board.

**ACTION:** Motion by Chair Parris

Seconded by Vice-chair Klingelhutz. None opposed.

**RESULTS:** Motion carried unanimously.

**Financials**

**ACTION:** Motion by Chair Parris to approve payment of claims 13040-13053 = \$42,774.44 voiding duplicate claim # 13042.

Seconded by Vice-chair Klingelhutz. None opposed.

**RESULTS:** Motion carried unanimously.

**ACTION:** Motion by Chair Parris to approve Treasurer's Report with \$5000 received into the Met Sewer fund from the Met Sewer CD to maintain a positive fund balance. The shortfall was due to a \$2000 contribution towards the pumper truck.

Second by Supervisor Nielsen. None opposed.

**RESULTS:** Motion carried unanimously.

**ACTION:** Motion by Chair Parris to approve Receipts Registers with voided duplicate receipt # 102800

Second by Vice Chair Klingelhutz. None opposed.

RESULTS: Motion carried unanimously.

Deputy Clerk/Treasurer Melissa Lano provided a first quarter General Fund budget update. She stated that the Clerk/Treasurer line item is over-budget for 2022 due to extensive training/learning curve of the new Clerk/Treasurer, Jean Moore. This was an unforeseen expenditure when the budget was Board approved in February 2021.

**Open Forum**

No attendees

**New Business**

Approval of Quality Propane dust control quote @ \$.60/lineal ft. (\$.98/gallon).

ACTION: Motion by Vice Chair Klingelhutz

Second by Chair Parris. None opposed.

RESULTS: Motion carried unanimously.

Approval of Eull's Manufacturing quote for manhole rings

ACTION: Motion by Supervisor Nielsen

Second by Vice Chair Klingelhutz. None opposed.

RESULTS: Motion carried unanimously.

**Unfinished Business**

Supervisor Nielsen attended the Carver County Board of Adjustment public hearing on the Oakwood's Church signage variance. The Town Board's request to restrict sign illumination between 10pm-6am was removed for consideration. The Town Board is perplexed that the Board of Adjustment members from neighboring cities are addressing and voting Township related issues. The Town Board will address with appropriate county officials.

Vice Chair Klingelhutz will compose a letter to reconvene the Sewer Task Force.

**Board Member Reports**

Chair Pete Parris: Reviewed the *Pending* list. The Feasibility Bond request was approved in the Senate. Will follow-up on Mestad's easement with Carver County. Discussed follow-up conversation with Dahlgren Township. ARPA funds will be requested from the county requesting \$150k for Augusta Road. Also, requested that the Clerk invite Laketown/Augusta Road residents to attend the May 23 6pm board meeting for an update.

Supervisor Mike Klingelhutz: Briefly discussed the forthcoming Steussi's garage variance request

Supervisor Cathy Nielsen: Attended St. Boni Fire Advisory Committee mtg.

Deputy Clerk/Treasurer Melissa Lano: General Fund budget update, Clerk training update

**Adjournment**

ACTION: Motion by Vice Chair Klingelhutz to adjourn the meeting at 5:15 pm

Second by Chair Parris. None opposed.

RESULTS: Motion carried unanimously.

Submitted by:

Melissa Lano

Deputy Clerk, Carver County, Minnesota

Notarial Officer (ex-officio notary public)

My term is indeterminate.

Accepted by:



Date: 5-23-22

**Upcoming Meetings**

May 9, 2022	Public Works Work Session Regular Town Board Meeting	1:00pm 3:00pm
May 23, 2022	Regular Town Board Meeting	6:00pm
June 13, 2022	Public Works Work Session Regular Town Board Meeting	1:00pm 3:00pm
June 27, 2022	Regular Town Board Meeting	6:00pm