

# Record of Proceedings

## January 9, 2020 – Regular Monthly Board Meeting

The Louisville Township Board met this date to conduct the regular monthly board meeting. The meeting was held at the Scott County Government Center, 200 Fourth Avenue West, Shakopee, Minnesota in SCGC Board Room. Chair John Weckman, Supervisors Bob Pieper and Kevin Theis, Clerk Cheryl Doucette and Treasurer David Hagen and Deputy Treasurer Beth Walden were present.

### Call to Order

Chair Weckman called the Regular Board Meeting to order at 7:00PM

### BOARD ADMINISTRIVIA

#### Incident Review Analysis

The Incident Review Analysis Report for the month of December 2019 was received from the Scott County Sheriff's Office prior to the meeting. A hard copy was available for public review at the meeting, a Deputy was available for questions.

#### Minutes Review/Approval

Motion moved by Supervisor Pieper and seconded by Supervisor Theis to approve the minutes for December 2019 as typed. All Ayes. No Nays. Motion carried.

#### Public Comment

Resident Doucette informed the Board of snow being plowed out of a business property onto the Louisville Road shoulder. Supervisor Theis will notify the Business owner.

#### Agenda Review/Approval

Motion moved by Supervisor Pieper and Seconded by Supervisor Theis to approve the Agenda as typed. Moving the Reorganization after Financial Update. All Ayes, No Nays. Motion carried.

### FINANCIAL UPDATE

#### Treasurer Reconciliation Report for Month Ending November 30, 2019

<i>Month Ending October 31, 2019</i>		<i>as of</i>
Beginning balance	\$8,271,231.55	11/01/2019
Adjustment to Beginning Balance		
Receipts	12,105.20	11/01/2019 – 11/30/2019
Disbursements	(87,316.07)	11/01/2019 – 11/30/2019
Investment Interest/Dividends	8,669.24	11/01/2019 – 11/30/2019
Adjustments for Paychex	160.63	Adj for EE PERA Contributions
Ending Balance	\$8,204,850.55	11/30/2019

Motion moved by Supervisor Pieper and seconded by Supervisor Theis to accept the Treasurer's Financial Report ending November 30, 2019. All Ayes, No Nays. Motion carried.

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## Investment Update

Treasure Hagen and Deputy Treasurer Walden updated the Board on the investments.

## Claims Review and Approval

**Time adjustment will be done on Supervisor Pieper's time card for pay period January 1 -31, 2020 for error on December's claim** Motion moved by Supervisor Pieper and seconded by Supervisor Theis to approve claim #10814 thru #10825 and claim #12858 thru #12862 in the amount of \$23,666.09 to pay with Township checks #10814 thru #10825. All Ayes, No Nays. Motion carried.

## OLD BUSINESS

### Invoicing for Engelhaven Drain Tile on Tyrol Drive

Clerk Doucette gathered the cost associated with the repair work done on the drain tile break in the Engelhaven development: Bolton & Menk, Inc., Township Engineer's time to research troubleshoot, and inspect the repairs total \$ 2,261.00. The invoices from American Environmental LLC to fix the tile, totaled \$5,588.81 and Supervisor John Weckman's time totaled \$375.00. Total Cost of the repair \$8,491.81 this does not include attorney's fees.

The Board will have Township Attorney, Bob Ruppe, prepare notice regarding the cost and collection for Damage done on Tyrol Drive by the Engelhaven Utilities Association's contracted repair work done in fall of 2018.

### Ordinance No. 31 Public Health Nuisances – Scott County Code of Ordinance – Draft

Clerk Doucette had a copy of the Public Health Nuisances Ordinance. Scott County is asking for input from the Cities and Townships in Scott County. Leslie Vermillion and other County staff were at the meeting to discuss and answer questions the Board had on the Draft Ordinance No. 31: Public Health Nuisances. Approximately thirty Township Residents were also in attendance for this discussion.

## NEW BUSINESS

### Seal Coat 2020

Supervisor Weckman informed the Board of the Roads that will be needing seal coating in 2020. Supervisor Weckman will inform Scott County of the estimated width and length of roads the township will need seal coating on the 2020 season for a cost estimation.

### Collaborative Planning, LLC – 2020 Hourly Service Rate

#### Planner Service Rate for 2020

Township Planner Cindy Nash, Collaborative Planning, LLC, notified the township board that the hourly service rate for 2020 will increase. Rates are as follows:

**Billing Rate:** Planning Services \$105.00 per hour.

**Direct Expenses:** In addition to the billing rates listed above, any direct expenses that are incurred in performing services shall be submitted for reimbursement, including but not limited

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to costs for items such as outside printing, messenger and delivery service, and filing fees. Such costs will be itemized on the invoices provided and will include documentation of the expenses incurred. **Mileage, photo copies and faxes** will not be invoiced to the Township. Rates will be effective February 1, 2020.

Motion moved by Supervisor Pieper and second by Supervisor Theis to approve the hourly rate increase for the Township Planner from \$101.00 to \$105.00.  
All Ayes, No Nays. Motion carried.

### **REORGANIZATION**

#### **Appoint Chair**

Appoint Supervisor John Weckman as Chair.

#### **Appoint Vice-Chair**

Appoint Supervisor Bob Pieper as Vice-Chair.

#### **Appoint Road Supervisor**

Appoint Supervisor John Weckman as Road Supervisor.

#### **Appoint Assistant Road Overseer**

Appoint Paul Doucette as Assistant Road Overseer.

#### **Appoint Assistant Weed Inspector**

Appoint Paul Doucette as Assistant Weed Inspector.

#### **Designate Official Newspaper**

Designate Shakopee Valley News as the township's official newspaper.

#### **Appoint Wetland Conservation Act (WCA) Representative**

Appoint Supervisor John Weckman as Wetland Conservation Act (WCA) Representative.

#### **Appoint Water Education Township Representative**

Appoint Town Clerk Cheryl Doucette and Supervisor Kevin Theis as Water Education Township Representatives.

#### **Appoint Scott County Technical Advisory Committee Township Representative**

Appoint Supervisor Bob Pieper and Clerk Cheryl Doucette as Scott County Technical Advisory Committee Townships Representatives.

#### **Review Compensation for Town Officers and Employees**

Town Officers and Employees and the rate will remain at \$25.00 per hour for wages and \$100.00 per meeting, including training for up to three hours and \$25.00 for each additional hour beyond the three hours.

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## Designate Meeting Notice Posting Locations

Designate meeting notice posting location as the bulletin board in the west entry way of Shakopee Bowl located at 3020 133<sup>rd</sup> Street West, Shakopee, Minnesota.

## Designate Investment Banking Firms

Designate Edward Jones and Old National Bank/LPL for investment banking.

## Designate Bank as Town Depository

Designate Old National Bank as the town depository bank

## Designate MS4 Responsibilities

Assign MS4 responsibilities as follows:

<b>BMP #: Description</b>	<b>Responsible Individual</b>
1: Public Educational Program	Supervisor Theis
2: Public Outreach	Supervisor Theis
3: Mapping Storm Sewer System	Supervisor Weckman
4: Controlling Construction Site Runoff	Supervisor Pieper
5: Post Construction	Supervisor Weckman
6: Operations, Maintenance and Inspections	Supervisor Pieper
7: Source Water Protection Areas	Supervisor Weckman
8: Record Keeping and Reporting	Clerk Doucette

## Review Town Ordinance and Resolution Book and Amend Board Policies, as Necessary

The town board reviewed all town ordinances, resolutions and board policies as they were adopted.

## Motion to Accept Reorganization Appointments and Designations

Motion moved by Supervisor Pieper and seconded by Supervisor Theis to accept the reorganization appointments and designations as outlined above in the Record of Proceedings dated January 9, 2020. All Ayes, No nays. Motion carried.

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## ROUNDTABLE

### Code Enforcement

Supervisor Weckman informed the Board that Dan Ekholm has been out to Stream Transport in regards to the Trucks parking in the areas not intended for Truck Parking.

### Other Business Updates

#### Severs Corn Maze

The Township will be meeting with Scott County Planning to review the conditions of the Severs Corn Maze first year of operation and traffic concerns.

## CALENDAR

**January 10, 2020** SCALE, Link Event Center, Prior Lake, 7:30AM-9:00AM

**January 15, 2020** Scott County Zoning and Subdivision Ordinance Revision Meeting, Jackson Town Hall, 6:00PM

**January 21, 2020** Scott County Board Workshop – Merriam Junction EIS, SCGC, 9:00AM

**January 22, 2020** Township Board Workshop – SMSC ORF, SCGC, SCGC Board Room, 7:00PM

**February 6, 2020** Regular Monthly Meeting, SCGC, County Board Room, 7:00PM

## Adjourn

Motion moved to adjourn meeting by Supervisor Theis and seconded by Supervisor Pieper. All Ayes, No Nays. Motion carried.

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Cheryl Doucette, Township Clerk

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John Weckman, Township Chair

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Date

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Date