

City Council Meeting

Tuesday, January 20, 2026 6:00 PM

Agenda

Pledge of Allegiance

1 Approve or Amend Agenda

2 Sheriff's Report

3 Consent Agenda

Those items on the Council Agenda which are considered routine or noncontroversial are included as part of the Consent Agenda. Unless a Councilmember 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 at the end of General Business.

3.1 Minutes from the January 5, 2026 City Council Meeting

3.2 Consider Resolution 2026-03 approving Premises Gambling Permit for Lakeville South Football Association at Heritage Links Golf Course

3.3 Order Plans and Specifications for 2026 Microsurfacing Project

3.4 Simonette Variance Resolution 2026-04

3.5 Approve Resolution 2026-05 Accepting Improvements and Reducing Letter of Credit for The Yellowstone of Credit River

3.6 Approve Resolution 2026-06 Accepting Improvements and Reducing Letter of Credit for The Yellowstone of Credit River Second Addition

3.7 Approve Letter to Scott County Board of Commissioners

3.8 Approve Payment of Claims (Bills) as Presented.

4 Open Forum

The public forum is intended to afford the public an opportunity to address concerns to the Council. The public forum will be no longer than 30 minutes in length and each presenter will have no more than five (5) minutes to speak. Topics of discussion are restricted to local governmental topics rather than private or political agendas. The Council may discuss but will not take formal action on public forum presentations.

5 Presentation(s)

6 Public Hearing(s)

7 General Business

7.1 Open Application Period for Planning Commission seats

7.2 Discussion of Draft Ordinance for Council Salaries

8 Staff and Council Member Reports

9 Adjourn



Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: January 20, 2026

SUBMITTED BY: Lynda Jirak, Clerk

ITEM TYPE: Minutes

AGENDA SECTION: Consent Agenda

SUBJECT: Minutes from the January 5, 2026 City Council Meeting

SUGGESTED ACTION: Approve Minutes from the January 5, 2026 City Council Meeting

ATTACHMENTS:

[1.5.2026_City_Council_Minutes.pdf](#)

Present: Mayor Chris Kostik, Councilmembers Bill Markert, Jay Saterbak, Leroy Schommer and Abe Zanto

Absent: None

Also Present: City Administrator Steve Jelinski, City Attorney Peter Mikhail, Finance Director Sue Iverson (via Zoom), City Planner Claire Stickler, and City Clerk Lynda Jirak

The Mayor called the meeting to order at 6:00 pm.

Pledge of Allegiance

1. Approve or Amend Agenda

City Administrator Jelinski requested removing General Business Item 7.8 Discussion on Permit Technician Position.

Motion to approve amended Agenda by Councilmember Schommer

Second: Councilmember Zanto

Motion passes 5-0

2. Sheriff's Report

Deputy Amanda Schmitt presented a police activity report for the City and noted that nothing of concern stood out.

3. Consent Agenda

Those items on the Council Agenda which are considered routine or noncontroversial are included as part of the Consent Agenda. Unless a Councilmember 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 at the end of General Business.

3.1 Minutes from the December 15, 2025, City Council Meeting

3.2 Approve Payment of Claims (Bills) and Transfer Requests as Presented

Motion to approve the Consent Agenda by Councilmember Saterbak

Second: Councilmember Markert

Motion passes 5-0

4. Open Forum

The public forum is intended to afford the public an opportunity to address concerns to the Council. The public forum will be no longer than 30 minutes in length and each presenter will have no more than five (5) minutes to speak. Topics of discussion are restricted to local governmental topics rather than private or political agendas. The Council may discuss but will not take formal action on public forum presentations.

Paul Burck, 7151 196th Street E, approached the podium to address non-disclosure agreements, an issue with property on Southfork and Google Maps incorrectly listing Murphy Lake Boulevard as County Road 75. Mayor Kostik directed City Administrator Jelinski to follow up with Mr. Burck regarding the Google Maps issue.



5. Presentation(s)

None

6. Public Hearing(s)

None.

7. General Business

7.1 Resolution 2026-01 Making Official Designations and Council Appointments

The annual resolution was presented to designate an Acting Mayor, Official newspaper of record and bank depository and to appoint committee liaisons.

The draft Resolution was updated to reflect the following changes:

- Councilmember Zanto as Acting Mayor
- Councilmembers Saterbak and Markert to SCALE Committee
- Councilmember Markert and Mayor Kostik to Planning Committee liaisons

Mayor Kostik directed City Clerk Jirak to post SCALE meetings for a possible quorum.

Motion to approve Resolution 2026-01 Making Official Designations and Council Appointments by Councilmember Saterbak

Second: Councilmember Schommer

Motion passes 5-0

7.2 Fee Schedule for 2026

City Clerk Jirak explained that two minor changes were made to the Ordinance presented in the packet as follows;

Section 2: **Repeal.** Ordinance 2025-01 is hereby repealed and replaced.

Section 3: Delete language about publication in the Ordinance.

A. Adopt Ordinance 2026-01 Setting Certain Fees for 2026

Motion to adopt Ordinance 2026-01 Setting Certain Fees for 2026 as amended by Councilmember Markert

City Attorney mentioned that Council was not adopting an amended Ordinance.

Councilmember Market withdrew his motion.

Motion to adopt Ordinance 2026-01 Setting Certain Fees for 2026 as updated on the City's website by Councilmember Markert

Second: Councilmember Schommer

Councilmember Zanto noted the website did not have the current version of the Ordinance. City Clerk Jirak noted that the change will be corrected on the website.

Councilmember Market withdrew his motion.

Motion to adopt Ordinance 2026-01 Setting Certain Fees for 2026 with noted changes as discussed by Councilmember Markert

Second: Councilmember Schommer

Motion passes 5-0



- B. Adopt Resolution 2026-02 Approving the Summary of Ordinance 2026-01 and Ordering the Publication of Said Summary

Motion to approve adopting Resolution 2026-02 authorizing the Publication of Ordinance 2026-01 by Title and Summary by Councilmember Zanto

Second: Councilmember Saterbak

Motion passes 5-0

7.3 City Council Bylaws

Mayor Kostik stated that the Bylaws shall be considered and adopted at the annual meeting of the Credit River City Council.

Councilmember Zanto recommended amending section 502.7 to add the following before the last sentence "in the case of the agenda being amended; notification should be sent out so that public and all Councilmembers are aware of this amended agenda". Zanto further added an addition to 306.3 "a notification should be sent out so the public and Councilmembers are aware of meeting and the agenda".

Mayor Kostik passed a handout of suggested changes he would like to see to the bylaws.
"Section 204. Authority and Direction of Staff

The City Council shall exercise its authority and oversight of City operations through the City Administrator.

Individual Council Members shall not direct, supervise, or request work, analysis, or information directly from City Staff, except as provided below.

All requests for information, documents, research, analysis, or Staff action shall be directed to the City Administrator, who is responsible for assigning, prioritizing, and coordinating Staff work.

The City Administrator shall have the authority to determine the scope, priority, and appropriate allocation of Staff time and resources in responding to Councilmember requests, including whether a request warrants Staff research, analysis, or written response, and the form and timing of any such response.

In exercising this authority, the City Administrator shall ensure that Council Members receive sufficient information necessary to fulfill their policy making and oversight responsibilities, while balancing Staff workload, operation priorities, and efficient use of public resources.

Exceptions to this requirement are limited to:

1. Emergency situations that require immediate action to protect public health, safety, or property;
or
2. Personal administrative matters, such as payroll, benefits, or human resources issues pertaining solely to the individual Council Member.

Nothing in this section shall prohibit Council Members from asking questions of Staff during duly notices public meetings or work sessions, provided such questions do not constitute direction of Staff work outside the authority of the City Administrator."

City Attorney Mikhail commented on his observation of the proposed bylaws.



Councilmembers worked to have additional changes made to Section 204:

1. Staff is defined by full-time and part-time employees, contractors, consultants and/or vendors.
2. Communicate with Legal Counsel in matters pertaining to City Administrator.
3. Exception when the City Administrator is unavailable and there is an urgent need.

Add to Exceptions #1- To protect health, safety, property or an urgent business need.

Mayor Kostik additionally wanted to change Section 308, Meetings; Broadcasting and Recording, which was included in the handout. After Council discussion on this proposed change, Councilmembers did not approve the change to Section 308.

Motion to accept the 2026 City Council Bylaws with changes to section 204, the changes brought forward by Mayor Kostik with exceptions and definitions of Staff as stated and adding 306.3 and adding the last sentence to 502.7 by Councilmember Zanto

Second: Councilmember Markert

Motion passes 5-0

7.4 Selection of Contractor for General Planning Services

City Administrator Jelinski reported that Staff issued a Request for Proposals (RFP) for General Planning Services in November. The RFP was open for approximately four weeks, and one proposal was received from the City's current planning services provider, MSA. Staff waived interviews and brought the proposal forward for Council consideration.

Council discussion included whether Staff had contacted planning service firms that previously submitted proposals in prior years, clarification on who at MSA handles permitting, and whether a timeline is established for permit completion. Additional discussion addressed whether the City tracks permit processing timelines and if progress reports are available.

Motion to table the proposal and inquire with previous bidders for General Planning Services by Councilmember Markert.

Second by Councilmember Zanto.

Motion failed 1–4, with Councilmembers Zanto, Schommer, Saterbak, and Mayor Kostik dissenting.

City Attorney Mikhail advised that if the City contacted additional vendors and they expressed interest in submitting a proposal, the RFP process would need to be reopened to ensure fairness and equal treatment.

Councilmember Zanto stated he wanted to ensure the City selected the right planning consultant.

Councilmember Saterbak stated that the City followed the proper process, received a proposal, and that MSA has been a strong partner providing competitive rates. Saterbak recommended accepting the proposal.

Motion to approve MSA as the contractor for General Planning Services by Councilmember Zanto

Second by Councilmember Saterbak.

Motion carried 5–0.



7.5 Simonette Variances

City Planner Stickler presented two variance applications to Council requesting a variance for the minimum road frontage and the other for lot width at the front yard setback and extending to the location of the principal structure off of Credit River Boulevard. The application went before the Planning Commission on December 18, 2025. The neighbors whose property is directly southwest of the proposed lot configuration were in attendance with legal representation who gave comment on the application. Stickler mentioned that they did receive approval from Scott County for a driveway permit. Planning Staff recommends approval of the two requested variances. Stickler noted that the Council could add a condition to the variance for screen buffering if desired.

Council discussion reflected that Council did not wish to determine the specific solution for the buffering issue, including maintenance, enforcement, or the timeline for an extension.

City Attorney Mikhail reminded Councilmembers of the options available regarding the variance and noted that if Council wished to add any conditions, this would be the appropriate time to do so.

Matt Olson, 7960 Credit River Blvd, approached the podium and clarified that the distance from the driveway to the corner of his garage is 60 feet. Mr. Olson continued by stating differences between Staffs findings and gave reasons this variance should be denied.

Brian Simonette, 15158 Green Oaks Trail, approached the podium to address the County's position for this being a plattable lot and approval of the driveway permit. Mr. Simonette confirmed he is willing to work with the neighbor to come up with a solution that makes all parties happy for buffering headlights onto his property.

Following Council discussion, Council agreed to extend the timeline to allow parties to develop a solution for buffering issue, with the solution to be added as a condition to the variance at the next City Council Meeting.

Motion to table the vote on the Variances, use the extension allowed and bring back to the January 20, 2026 City Council Meeting with a resolution for the buffering issue from the applicant and the neighbor by Councilmember Schommer

Second: Councilmember Zanto

Motion passes 5-0

City Planner Stickler reminded the parties that the resolution for the buffering issue must be submitted into City Hall by January 15, 2026, in order to be added as a condition to the variance and placed on the January 20, 2026 City Council Agenda.

7.6 Approve Candidate for Accounting Technician position

Finance Director Iverson advised the Council that the City had received five applications for the Accounting Technician position and interviewed three qualified candidates with accounting experience. The Accounting Technician Hiring Committee recommended appointing Jennifer Spaulding to the position.

Motion to approve hiring contract for Accounting Technician position by Councilmember Markert

Second: Councilmember Saterbak

Motion passes 5-0



7.7 2026-2031 Scott County Law Enforcement Services Agreement

City Administrator Jelinski reported that at the previous City Council Meeting, Council directed him to return to the Scott County Sheriff's Office (SCSO) to request the addition of language stating that "any increase in the annual total cost shall be consistent with attached Exhibit A and cannot exceed 3% of the total cost for the preceding calendar year unless otherwise agreed to in writing by the City" as well as to update the City Clerk information. The Sheriff's Office responded with a recommendation that the contract allow increase not to exceed 5% of the total cost and proposed changing the termination clause to 90 days.

Following Council discussion, Council agreed to approve SCSO agreement.

Motion to approve the 2026-2031 Scott County Law Enforcement Services Agreement by Councilmember Markert

Second: Councilmember Saterbak

Motion passes 5-0

~~7.8 Discussion on Permit Technician Position~~

8. Staff and Council Member Reports

City Administrator Jelinski reported that utility bills will be going out later than usual this month due to Staff turnover.

Councilmember Schommer requested that discussion of the Permit Technician position be added to agenda. After discussion with City Administrator Jelinski, it was noted that the position is included in the 2026 budget and will be brought forward on a future agenda.

Councilmember Markert reported that the City Council held a City Governance meeting on Tuesday, December 30, 2025 and will be continued on Tuesday, January 6, 2026 at 6:00 pm.

9. Adjourn

Motion to Adjourn, by Councilmember Zanto

Second: Councilmember Schommer

Motion passes 5-0

Meeting adjourned at 7:55 pm.

Recorded by:

Approved by:

Lynda Jirak, City Clerk

Chris Kostik, Mayor





Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: January 20, 2026

SUBMITTED BY: Lynda Jirak,Clerk

ITEM TYPE: Agenda Report

AGENDA SECTION: Consent Agenda

SUBJECT: Consider Resolution 2026-03 approving Premises Gambling Permit for Lakeville South Football Association at Heritage Links Golf Course

BACKGROUND: Sam Heldt, on behalf of Lakeville South Football Association, reached out to Staff to apply for a Premises Gambling Permit to sell pull tabs at Heritage Links Golf Club. Lakeville South Football Association is a non-profit and looking for additional ways to bring in income to fund football to students within the Lakeville South School District. In addition to City approval, the State of Minnesota Gambling Association approves non-profits to sell pull tabs.

Staff is recommending the City Council approve the Premises Gambling Permit for Lakeville South Football Association to sell pull tabs at Heritage Links Golf Club.

SUGGESTED ACTION:

ATTACHMENTS:
[LG214_Heritage_Links_Jan'26.pdf](#)
[Res_2026-03_Approving_Premises_Gambling_Permit_for_Lakeville_South_Football_Association_at_Heritage_Links_Golf_Co](#)

LG214 Premises Permit Application**Annual Fee \$150 (NON-REFUNDABLE)****REQUIRED ATTACHMENTS TO LG214**

1. If the premises is leased, attach a copy of your lease. Use **LG215 Lease for Lawful Gambling Activity**.
2. \$150 annual premises permit fee, for each permit (non-refundable).
Make check payable to "**State of Minnesota**."

Mail the application and required attachments to:

Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions? Call 651-539-1900 and ask for Licensing.**ORGANIZATION INFORMATION**Organization Name: LAKEVILLE SOUTH FOOTBALL ASSOCIATION License Number: 94816Chief Executive Officer (CEO) THANE HATHAWAY Daytime Phone: 612-750-3155Gambling Manager: BOB HAYES Daytime Phone: 612-805-6209**GAMBLING PREMISES INFORMATION**Current name of site where gambling will be conducted: HERITAGE LINKS GOLF CLUB

List any previous names for this location:

Street address where premises is located: 8075 LUCERNE BLVD
(Do not use a P.O. box number or mailing address.)

City:	OR	Township:	County:	Zip Code:
CREDIT RIVER			SCOTT	55044

Does your organization own the building where the gambling will be conducted?

☐

Yes

☒

No

If no, attach LG215 Lease for Lawful Gambling Activity.

A lease is not required if only a raffle will be conducted.

Is any other organization conducting gambling at this site?

☐

Yes

☒

No

☐

Don't know

Note: Bar bingo can only be conducted at a site where another form of lawful gambling is being conducted by the applying organization or another permitted organization. Electronic games can only be conducted at a site where paper pull-tabs are played.

Has your organization previously conducted gambling at this site?

☒

Yes

☐

No

☐

Don't know

GAMBLING BANK ACCOUNT INFORMATION; MUST BE IN MINNESOTABank Name: FRANDSEN BANK & TRUST Bank Account Number: 1110508637Bank Street Address: 20280 IBERIA AVENUE City: LAKEVILLE State: **MN** Zip Code: 55044**ALL TEMPORARY AND PERMANENT OFF-SITE STORAGE SPACES**

Address (Do not use a P.O. box number): City: State: Zip Code:

21002 HERON WAY LAKEVILLE **MN** 55044 **MN** **MN**

ACKNOWLEDGMENT BY LOCAL UNIT OF GOVERNMENT: APPROVAL BY RESOLUTION

CITY APPROVAL for a gambling premises located within city limits	COUNTY APPROVAL for a gambling premises located in a township
City Name: _____	County Name: _____
Date Approved by City Council: _____	Date Approved by County Board: _____
Resolution Number: _____ (If none, attach meeting minutes.)	Resolution Number: _____ (If none, attach meeting minutes.)
Signature of City Personnel: _____	Signature of County Personnel: _____
Title: _____ Date Signed: _____	Title: _____ Date Signed: _____
Local unit of government must sign.	TOWNSHIP NAME: _____ Complete below only if required by the county. On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.) Print Township Name: _____ Signature of Township Officer: _____ Title: _____ Date Signed: _____

ACKNOWLEDGMENT AND OATH

- | | |
|--|---|
| <ol style="list-style-type: none"> 1. I hereby consent that local law enforcement officers, the Board or its agents, and the commissioners of revenue or public safety and their agents may enter and inspect the premises. 2. The Board and its agents, and the commissioners of revenue and public safety and their agents, are authorized to inspect the bank records of the gambling account whenever necessary to fulfill requirements of current gambling rules and law. 3. I have read this application and all information submitted to the Board is true, accurate, and complete. 4. All required information has been fully disclosed. 5. I am the chief executive officer of the organization. | <ol style="list-style-type: none"> 6. I assume full responsibility for the fair and lawful operation of all activities to be conducted. 7. I will familiarize myself with the laws of Minnesota governing lawful gambling and rules of the Board and agree, if licensed, to abide by those laws and rules, including amendments to them. 8. Any changes in application information will be submitted to the Board no later than ten days after the change has taken effect. 9. I understand that failure to provide required information or providing false or misleading information may result in the denial or revocation of the license. 10. I understand the fee is non-refundable regardless of license approval/denial. |
|--|---|

	1/15/2026 Date
Signature of Chief Executive Officer (designee may not sign)	

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application. Your organization's name and address will be public

information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information;

Minnesota's Department of Public Safety, Attorney General, Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format, i.e. large print, braille, upon request.

**CITY OF CREDIT RIVER
SCOTT COUNTY, MINNESOTA**

RESOLUTION 2026-03

**APPROVING PREMISES GAMBLING PERMIT FOR LAKEVILLE SOUTH FOOTBALL ASSOCIATION
AT HERITAGE LINKS GOLF COURSE**

WHEREAS, the City Council of the City of Credit River has received an application from the Lakeville South Football Association to conduct gambling activities at Heritage Links Golf Course, 8075 Lucerne Boulevard, Lakeville, MN 55044; and

WHEREAS, Lakeville South Football Association is a qualified organization.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Credit River, Minnesota, pursuant to Minnesota Statutes § 349.213, Subd. 2(1), authorizes approval to Lakeville South Football Association to conduct gambling activities at Heritage Links Golf Course, 8075 Lucerne Boulevard, Lakeville, MN.

APPROVED AND ADOPTED this 20th day of January, 2026.

CITY OF CREDIT RIVER

By: _____
Chris Kostik, Mayor

ATTEST:

Lynda Jirak, City Clerk



Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	January 20, 2026
SUBMITTED BY:	Shane Nelson,Engineer
ITEM TYPE:	Agenda Report
AGENDA SECTION:	Consent Agenda
SUBJECT:	Order Plans and Specifications for 2026 Microsurfacing Project
BACKGROUND:	Microsurfacing of the following roads is scheduled for 2026: Kane Avenue, Century Court, Harvest Hills Drive, Century Lane, Bonita Way, Oak Hill Circle, Oak Hill Lane, Valley View Ct, Park Lawn Ct, Woodridge Drive, 165th Street E, 167th Street E, 169th Street E, Jenifer Lane, 180th Street, Cleary Lake Ct, Gensmer Circle, Rolling Oaks Ct, Lucerne Trail, and the City Hall parking lot. The City performs preventative maintenance and structural improvements on a regularly scheduled basis such that a useful life of 30+ years can be recognized. Rolling Oaks Court and Gensmer Circle were reconstructed in 2015 and were originally scheduled for a surface treatment in 2021 - which was delayed due to available funding. Oak Hill Circle, Oak Hill Lane, Valley View Ct, Park Lawn Court, and Woodridge Drive were overlaid in 2017 and were scheduled for a surface treatment in 2023 - which was delayed due to available funding. Kane Avenue, Century Lane, and Bonita Way, and Harvest Hills Drive were overlaid in 2017/2018 and were originally scheduled for a surface treatment in 2023 - which was delayed due to available funding. 165th Street, 167th Street, 169th Street and Jenifer Lane were last overlaid in 2013 and were chip sealed in 2019. Our target for surface treatments was previously 6-7 years when we utilized chip sealing as a surface treatment, based on MNDOT research.

Surface treatments are applied to our bituminous pavement to offset the effects of weathering. Over time, normal weathering degrades the oil content near the surface of the bituminous. This can be visually seen in the pavement surface as the color of the pavement turns from a "black" color to "grey". As the bituminous content is lost near the surface, the pavement becomes more brittle and prone to raveling. Raveling occurs when the oil no longer is sufficient to "glue" the sand and rock particles together.

Our goal is to apply the surface treatments prior to raveling of the surface to maintain and/or improve the structural integrity of the pavement.

The 2026 project is larger than normal because several of the roads have been delayed from previous years. This larger project is necessary to "catch up" on the maintenance that has been deferred.

FINANCIAL IMPACT:	The CIP estimate for this project is \$454,040
SUGGESTED ACTION:	Order plans and specifications
ALTERNATIVES:	1. Do not order plans and specs 2. Modify the project scope
ATTACHMENTS:	



Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: January 20, 2026

SUBMITTED BY: Claire Stickler,Planning

ITEM TYPE: Resolution

AGENDA SECTION: Consent Agenda

SUBJECT: Simonette Variance Resolution 2026-04

BACKGROUND: Planning Staff provided City Council a presentation of the requested variances on January 5th. The council tabled the discussion and requested the property owners come to an agreement on screening along a portion of the driveway. The applicant and other property owners have come to an agreement which is in your packet. Planning Staff has provided an approval resolution.

SUGGESTED ACTION:

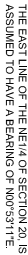
ATTACHMENTS:

- [SIMONETTE-FINAL-DRAFT-9-9-25.pdf](#)
- [SIMONETTE-PRELIM-9-9-25 Prelim \(1\).pdf](#)
- [Resolution_2026-04_Approving_a_Variance_to_Permit_a_Lot_Reconfiguration_Simonette.pdf](#)
- [Simonette_Variance_Staff_Report_12.11.pdf](#)
- [Tree_Planting_Agreement_encrypted_.pdf.docx](#)

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LOCATION MAP
SECTION 20, TOWNSHIP 114, RANGE 21

A vertical line with two horizontal arrows pointing to it from the left. The top arrow is labeled '10' and the bottom arrow is labeled '10'.



DENOTES WETLAND LIMITS

STATE OF MINNESOTA
COUNTY OF _____
This instrument was acknowledged before me on _____, 20____, by Thomas J. O'Meara

Notary Public, _____
My commission expires _____

Lot 2, Block 1, Laky's First Addition, Section 20, Township 114, Range 21, Scott County, Minnesota according to the plat thereof on file and of record in the office of the county recorder in and for Scott County, Minnesota.

This plan was approved by the Town Board of Credit River Township, Minnesota, this ____ day of ____, 20____, and hereby certifies compliance with all requirements as set forth in Minnesota Statutes, Section 505.03, Subd. 2.

By _____, Chair By _____, Clerk

COUNTY BOARD OF COMMISSIONERS
I hereby certify that on the _____ day of _____, 20____, the Board of Commissioners of Scott County, Minnesota, approved this plat of SIMONETTE ADDITION

By: Scott County Administrator

By: Scott County Attorney

Pursuant to Minnesota Statutes, Chapter 389.09, Subd. 1, as amended, this plat has been reviewed and approved this _____ day of _____, 20____.

Scott County Surveyor

I hereby certify that the current and delinquent taxes on the lands described within are paid and the transfer is entered this _____ day of _____, 20____.

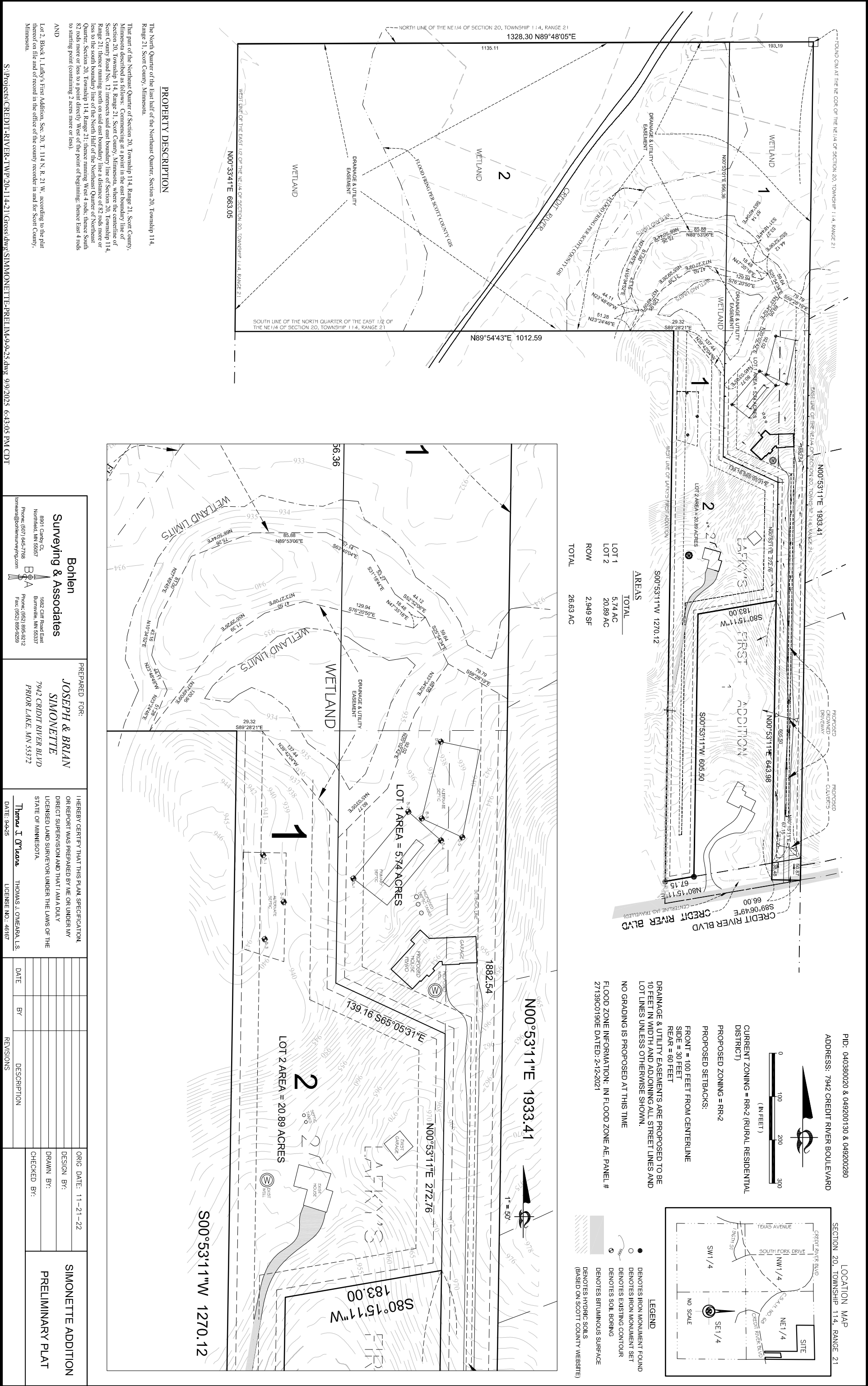
Signed by _____, Deputy

SCOTT COUNTY RECORDER
I hereby certify that this plat was recorded in the office of the County Recorder for record on this _____ day of _____, 20____, at _____ o'clock, ____ M., as Document No. _____.

Scott County Recorder
(Abstract Property)

SCOTT COUNTY REGISTRAR OF TITLES

Scott County Registrar of Titles
(Torrens Property)



**CITY OF CREDIT RIVER
SCOTT COUNTY, MINNESOTA
RESOLUTION NO. 2026-04**

**A RESOLUTION APPROVING A VARIANCE TO PERMIT A LOT
RECONFIGURATION THAT DOES NOT MEET MINIMUM ROAD FRONTAGE
REQUIREMENTS AND LOT WIDTH MINIMUM AT THE FRONT YARD
SETBACK.**

WHEREAS, Brian Simonette (the “Applicant”) submitted an application for a variance for certain real property located in the City of Credit River, legally described as follows:

Section 20 Township 114 Range 021 | 82 RDS X 4 RDS IN E1/2

Section 20 Township 114 Range 021 | N1/4 E1/2 NE1/4

(the “Subject Property”); and

WHEREAS, the Planning Commission of the City did on December 18th, 2025, conduct a public hearing in relation to the Applicant’s request for a variance; and

WHEREAS, the Planning Commission of the City did on December 18th, 2025 recommend approval of the variance to the City Council; and

NOW, THEREFORE, BE IT RESOLVED, the City Council has considered the proposed application for a variance and it makes the following *findings of fact*:

Review Process

1. Following appropriate published and mailed notice, a public hearing was held by the Planning Commission on December 18th, 2025.
2. The Planning Commission, following receipt of public comments and deliberation on the proposed Application, recommended approval of the Application at their December 18th 2025 meeting.
3. These findings and resolutions are based upon the Staff Memo dated December 29th 2025, the applicant’s narrative, building plans and survey, and all documents referenced in the Staff Memo, the recommendation of the City Planning Commission, and such additional information and documentation which is presented to the City Council on January 5th 2026.

Subject Property Zoning

1. The property is currently zoned Rural Residential.

2. The Zoning Ordinance contains the following requirements for which a variance is being requested:
 - a. Section 35-3 (4.) Lot Width Minimum. One hundred fifty (150) feet shall be maintained at the front setback line and extending to the location of the principal structure. In addition, the lot must have one hundred feet of frontage on a road improved to current city standards.

BE IT FURTHER RESOLVED, the City Council makes the following findings relative to the standards contained in Section 2-3-1 of the City of Credit River's Zoning Ordinance:

- A. Single Family Residential is a permitted use in the RR District.
- B. Variances shall only be permitted when the applicant demonstrates by factual presentation that all of the following circumstances exist, as outlined in Minn. Stat. § 462.357, subd. 6:
 - a. "The property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance."
 - i. "Single Family Home" is a permitted use in the RR District and therefore a reasonable use of the property.
 - ii. The minimum lot size in RR is 2.5 acres, the proposed configuration meets that by double as the proposed lot size is 5 acres.
 - b. "The plight of the landowner is due to circumstances unique to the property not created by the landowner."
 - i. The lot was already created and existed prior to the ordinance with a minimum lot width requirement.
 - ii. The rear parcel is majority natural features that render most of the land unbuildable with current zoning regulations, creating the need for the lot reconfiguration and the needed variance. This is not the fault of the current property owners.
 - c. "The variance, if granted, will not alter the essential character of the locality."
 - i. This property's intended use of one single family home would not significantly alter the character of the surrounding residential neighborhood.
 - ii. The proposed lot size is double the minimum requirement in the Rural Residential Zoning District.
- C. This variance does not appear injurious to the use and enjoyment of properties in the immediate vicinity for uses already permitted, nor would it substantially diminish and impair property values in the immediate vicinity. As the proposed home is 300+ feet away from the closest home and is 1,000 feet + away from Credit River Blvd. The proposed driveway is 60 feet from the edge of the home on the west side of property line.
- D. This variance would not impede light and air to adjacent properties, nor would it increase the risk of fire or threats to public safety.
- E. This variance would not appear to cause any strain upon existing municipal facilities and services.
- F. No negative direct or indirect fiscal impact on the City, Council, or School District is foreseen from this variance.

Adopted and approved by the City Council of the City of Credit River effective on the 20th day of January 2026.

Approved:

Chris Kostik, Mayor

Attested:

Lynda Jirak, City Clerk

To: City of Credit Mayor and City Council

CC: Steve Jelinski, City Administrator

From: MSA Professional Services, Consulting City Planner

Date: December 29th, 2025

Re: Variance Applications for road frontage, lot width at front yard setback, direct access and side lines of lot angles located at PID's 049200130, 040380020 and 04900280

SUMMARY OF REQUESTS

Zoning District: RR (Rural Residential Single-Family District)

The applicant is seeking two variances to permit the rearrangement of lot lines to allow for the development of one home site. There are three lots (049200130, 040380020 and #04900280) that the applicant is proposing to rearrange into two lots. PID 040380020 has an existing homesite and is 4.46 acres. PID 049200130 is 1.98 acres and contains an access drive. PID 040380020 is approximately 20 acres is mostly wetlands and majority undevelopable. The resulting lot layout would be two new lots, one totaling 5 acres with the new homesite and the other totaling 20 acres with the existing home site. Scott County has given the applicant a driveway permit.

The applicant is requesting two variances.

1. A variance for the minimum road frontage - Section 35-3 (4) requires a 150 foot width minimum for lots in the Rural Residential District.
 - a. To build a home on the newly configured lot the parcel must be platted per City ordinances. Therefore, the applicant is platting the two parcels as the proposed Simonette Addition Lot 1 Block 1 and Lot 2 Block 1. Lot 1 as proposed does not meet the minimum road frontage width, as the lot already existed as a buildable lot in 1972 when created and the lot widths minimums did not exist, and due to the existing development around the lot, it is unable to be wider.
 - b. Side Note – Proposed Lot 2 is not affected by this regulation as it meets the exception in Section 3-2 (2).
2. A variance for lot width at the front yard setback – Section 35-3 (4) requires a 150-foot width minimum at the setback line AND extending to the location of the principal structure.
 - a. Due to the existing layout of the lot prior and surrounding development, the lot is unable to be any wider than proposed, this also effects the lot width where the applicants are proposing to put the home. The applicant is unable to move the home further back on the lot where it is 150+ width due to unique physical features on the property such as a wetland and shoreland overlay.

3. Access from Minor Arterials and Minor Collectors

- a. Staff has determined that the applicant's do not need this variance to move forward with their project as it has been determined that they have met the exception in the ordinance. See language below.
 - i. No lot parallel to a minor arterial or major collector roadway and having a width of less than 200 feet should front on these roadways unless 1) access is limited to streets other than a minor arterial or major collector, 2) access is provided jointly with other lots or 3) access is ultimately to be provided from a planned frontage road. Where possible, driveways shall be designed and arranged so as to avoid requiring vehicles to back into traffic on minor arterial or major collector roadways.

Staff has determined that there is no other access opportunity on other streets for this lot.

4. Side Lines of Lots shall be substantially at right angles

- a. The applicant is requested this variance City Staff has determined that a variance is not necessary. The City ordinance allows for side lines of lots to not be at right angles if the result is a better lot plan.

Staff has determined that this lot plan is sufficient so that the lot with the existing home stays in conformance with dimensional requirements.

Planning staff recommends approval of the two requested variances. The pre-existing recording of this lot as buildable, prior to lot width minimum requirements in the City's ordinance, and the natural features in the rear of the property prohibiting building on the entire back of the parcel are circumstances unique to the property. The property owners requesting reasonable use of the property for a single-family home at a density lower than required in the zoning district (5 acres vs the required 2.5 acres), which is a permitted use in the Rural Residential Zoning District. And the proposed reconfiguration does not alter the essential character as it is adding one dwelling unit to 5 acres. These circumstances constitute a reasonable "practical difficulty" as defined by Minn. Stat. § 462.357, subd. 6. A landowner seeking a variance must establish and meet all three practical difficulty requirements to be issued a variance.

See Exhibit 1 - The submitted survey shows the proposed lot configuration, and dwelling unit location.

Public Hearing and Planning Commission Discussion

The City of Credit River's Planning Commission held a duly noted public hearing on December 18th. The applicants were present as well as other community members. Staff gave the commission a brief summary on the applications and added City Staff had received a phone call from Craig Jensen from Scott County saying that since the access already exists via the dirt drive the County would permit a permit. then opened the public hearing. The neighbors who's property is directly south west of the

proposed lot configuration were in attendance with legal representation who gave comment on the application. The notes from which they spoke are attached within the packet. Generally they are concerned about the driveway location being so close to their home, and the increased traffic along that driveway so close to their home. They do not feel that creating this lot is appropriate to the character of the neighborhood, due to the driveway being so close to their home. The applicants were in attendance and spoke to the commission citing that they have already received a driveway permit from Scott County as well as proof that the lot was originally platted as buildable.

Follow Up from 1/5 City Council Meeting

The applicants and the neighbors who's home is directly west of the proposed driveway came to an agreement for screening between the home and proposed driveway as requested by the City Council. The agreement is in your packet and signed by both property owners.

STAFF RECOMMENDATION

Staff recommends that Credit River City Council:

- Adopt the staff report into the record;
- Accept the application, testimony, exhibits, and other evidence presented into the record.
- **Approve** the variance to permit the reconfiguration of a lot that does not contain the minimum frontage required on a public road;
- **Approve** of the variance to permit the reconfiguration of a lot that does not meet the 150 foot width minimum at the setback line and extending to the location of the principal structure.

ALTERNATIVES

- The City Council could table the variance request and request additional information from the applicant.
- The City Council could deny the variances request and amend the findings of fact.

FINDINGS OF FACT

- A. Single Family Residential is a permitted use in the RR District.
- B. Variances shall only be permitted when the applicant demonstrates by factual presentation that all of the following circumstances exist, as outlined in Minn. Stat. § 462.357, subd. 6:
 - a. "The property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance."
 - i. "Single Family Home" is a permitted use in the RR District and therefore a reasonable use of the property.
 - ii. The minimum lot size in RR is 2.5 acres, the proposed configuration meets that by double as the proposed lot size is 5 acres.
 - b. "The plight of the landowner is due to circumstances unique to the property not created by the landowner."

- i. The lot was already created and existed prior to the ordinance with a minimum lot width requirement.
 - ii. The rear parcel is majority natural features that render most of the land unbuildable with current zoning regulations, creating the need for the lot reconfiguration and the needed variance. This is not the fault of the current property owners.
- c. "The variance, if granted, will not alter the essential character of the locality."
 - i. This property's intended use of one single family home would not significantly alter the character of the surrounding residential neighborhood.
 - ii. The proposed lot size is double the minimum requirement in the Rural Residential Zoning District.
- C. This variance does not appear injurious to the use and enjoyment of properties in the immediate vicinity for uses already permitted, nor would it substantially diminish and impair property values in the immediate vicinity. As the proposed home is 300+ feet away from the closest home and is 1,000 feet + away from Credit River Blvd. The proposed driveway is 60 feet from the edge of the home on the west side of property line.
- D. This variance would not impede light and air to adjacent properties, nor would it increase the risk of fire or threats to public safety.
- E. This variance would not appear to cause any strain upon existing municipal facilities and services.
- F. No negative direct or indirect fiscal impact on the City, Council, or School District is foreseen from this variance.

ATTACHMENTS

1. Property Survey
2. Variance Applications
3. Letter from 7960 Credit River Blvd's Legal Representation

This Agreement is made on January 9th, 2026 , between:

Party A (Property Owner):

Name: Brian Simonette

Address: 15158 Green Oaks Trail SE, Prior Lake MN 55372

and

Party B (Property Owner):

Name: Matthew Olson

Address: 7960 Credit River Blvd., Prior Lake MN 55372

1. Scope of Work

Party A agrees to plant **thirty (30) Norway Spruce trees or similiar**, each approximately **two (2) feet tall**, on the west side of property PID #049200130

The trees will be planted **every ten (10) feet over a distance of three hundred (300) feet**, in a staggered fashion on the property line. It is agreed that it is acceptable if branches overlap the property of both A and B.

2. Materials and Labor

Party A will provide the trees and perform the planting unless otherwise agreed by both parties in writing.

3. Payment

Party A agrees to payment for materials and installation.

4. Timing

The planting will be completed by 12/31/26, this is regardless of the owner of the property.

5. Independent Parties

Both parties agree that this is a private agreement between independent individuals. No partnership or employment relationship is created.

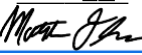
6. Agreement

This document represents the full agreement between the parties. Any changes must be agreed to in writing by both parties.

Both parties agree that the details listed in items 1-5 will constitute an amicable resolution between both parties. There are no other outstanding issues between the two parties.

Signatures

Party A Signature:  Brian Simonette (Jan 14 , 2 0 26 1 2 : 47 :12 C S T) Date: 01/14/2026

Party B Signature:  Matthew Olson (Jan 1 1, 2026 14 : 1 7 : 0 4 C S T) Date: 01/11/2026



Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	January 20, 2026
SUBMITTED BY:	Shane Nelson,Engineer
ITEM TYPE:	Resolution
AGENDA SECTION:	Consent Agenda
SUBJECT:	Approve Resolution 2026-05 Accepting Improvements and Reducing Letter of Credit for The Yellowstone of Credit River
BACKGROUND:	The City previously approved The Yellowstone of Credit River development and the Contractor has constructed the infrastructure as required by the Development Agreement and the approved plans. We therefore recommend that the City may initially accept the improvements, begin the 2-year warranty period, and reduce the letter of credit.
FINANCIAL IMPACT:	NA. All costs in processing this request are borne by the Developer.
SUGGESTED ACTION:	Approve the resolution
ALTERNATIVES:	1. Do not approve the resolution
ATTACHMENTS:	CT224 LOC Recomendation 1.15.26.pdf Resolution_2026-05_Accepting_Infrastructure_Improvements.pdf

January 15, 2026

City of Credit River
18985 Meadow View Blvd
Credit River, MN 55372

RE: The Yellowstone of Credit River
Initial Acceptance and Letter of Credit Reduction Recommendation

Dear Mayor and City Council:

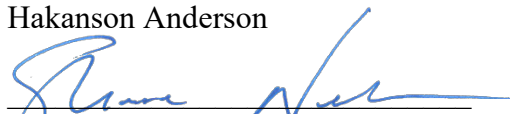
We have reviewed the status of the above-referenced project. We would summarize the project as follows:

1. The grading has been substantially completed.
2. The storm sewer/culverts have been substantially completed.
3. The city streets have been constructed, including the base course of bituminous and wear course of bituminous and shouldering with Class 2 Limestone.
4. Turf establishment and maintenance of erosion control devices is ongoing.
5. We have received the as-built plans and certification that all iron monuments (lot corners) have been placed.

As summarized above, the initial construction of the improvements has been completed and only minor punchlist items remain to be completed at this time. Based on the status of the project as summarized above, we recommend that the City may initially accept the improvements and begin the 2-year warranty period. We further recommend that the Letter of Credit may be reduced to \$61,200, which is 10% of the original estimated construction costs.

If you have any questions, please feel free to contact me at 763-852-0479 or ShaneN@haa-inc.com.

Sincerely,
Hakanson Anderson


Shane Nelson, P.E., City Engineer

cc: Steven Devine-Jelinski, City Administrator
Ted Kowalski, Developer
Tim Arvidson, Developer's Engineer

**CITY OF CREDIT RIVER
SCOTT COUNTY
STATE OF MINNESOTA**

RESOLUTION NO. 2026-05

**RESOLUTION ACCEPTING INFRASTRUCTURE IMPROVEMENTS,
STARTING THE WARRANTY PERIOD AND REDUCING THE LETTER OF
CREDIT FOR YELLOWSTONE OF CREDIT RIVER**

WHEREAS, Section 1B of the Development Agreement for The Yellowstone of Credit River (“Agreement”) provides that no infrastructure improvements as defined in the Agreement shall be accepted by the City until such time as the City Engineer has certified to the City that the installation of the infrastructure improvements for the development have been constructed according to the approved plans referenced in the Agreement; and

WHEREAS, Section 1B of the Agreement also provides that the two year warranty period for the infrastructure improvements starts when the City accepts by resolution the finished infrastructure improvements; and

WHEREAS, the City has received a formal request from the Developer of The Yellowstone of Credit River to both accept the infrastructure improvements and to start the two year warranty period; and

WHEREAS, the City Engineer has inspected the infrastructure improvements for The Yellowstone of Credit River development and has certified to the City that the installation of the infrastructure improvements for the development have been constructed according to the approved plans referenced in the Agreement.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Credit River, Scott County, Minnesota, that the City hereby accepts The Yellowstone of Credit River infrastructure improvements that pertain to the City and starts the two year warranty period as of the date of this Resolution.

BE IT FURTHER RESOLVED by the City Council of the City of Credit River, Scott County, Minnesota that the Letter of Credit is hereby reduced to \$61,200.

Adopted this 20th day of January 2026.

Chris Kostik, Mayor

Attest:

Lynda Jirak, Clerk



Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	January 20, 2026
SUBMITTED BY:	Shane Nelson,Engineer
ITEM TYPE:	Resolution
AGENDA SECTION:	Consent Agenda
SUBJECT:	Approve Resolution 2026-06 Accepting Improvements and Reducing Letter of Credit for The Yellowstone of Credit River Second Addition
BACKGROUND:	The City previously approved the Yellowstone of Credit River Second Addition development and the Contractor has constructed the infrastructure as required by the Development Agreement and the approved plans. We therefore recommend that the City may initially accept the improvements, begin the 2-year warranty period, and reduce the letter of credit.
FINANCIAL IMPACT:	NA. All costs in processing this request are borne by the Developer.
SUGGESTED ACTION:	Approve the resolution
ALTERNATIVES:	1. Do not approve the resolution
ATTACHMENTS:	CT226 LOC Recomendation 1.15.26.pdf Res_2026-06_Accepting_Infrastructure_Improvements_Yellowstone_Second_Addition.pdf

January 15, 2026

City of Credit River
18985 Meadow View Blvd
Credit River, MN 55372

RE: The Yellowstone of Credit River Second Addition
Initial Acceptance and Letter of Credit Reduction Recommendation

Dear Mayor and City Council:

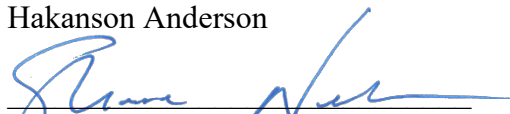
We have reviewed the status of the above-referenced project. We would summarize the project as follows:

1. The grading has been substantially completed.
2. The storm sewer/culverts have been substantially completed.
3. The city streets have been constructed, including the base course of bituminous and wear course of bituminous and shouldering with Class 2 Limestone.
4. Turf establishment and maintenance of erosion control devices is ongoing.
5. We have received the as-built plans and certification that all iron monuments (lot corners) have been placed.

As summarized above, the initial construction of the improvements has been completed and only minor punchlist items remain to be completed at this time. Based on the status of the project as summarized above, we recommend that the City may initially accept the improvements and begin the 2-year warranty period. We further recommend that the Letter of Credit may be reduced to \$40,000, which is 10% of the original estimated construction costs.

If you have any questions, please feel free to contact me at 763-852-0479 or ShaneN@haa-inc.com.

Sincerely,
Hakanson Anderson


Shane Nelson, P.E., City Engineer

cc: Steven Devine-Jelinski, City Administrator
Ted Kowalski, Developer
Tim Arvidson, Developer's Engineer

**CITY OF CREDIT RIVER
SCOTT COUNTY
STATE OF MINNESOTA**

RESOLUTION NO. 2026-06

**RESOLUTION ACCEPTING INFRASTRUCTURE IMPROVEMENTS,
STARTING THE WARRANTY PERIOD AND REDUCING THE LETTER OF
CREDIT FOR YELLOWSTONE OF CREDIT RIVER SECOND ADDITION**

WHEREAS, Section 1B of the Development Agreement for The Yellowstone of Credit River Second Addition (“Agreement”) provides that no infrastructure improvements as defined in the Agreement shall be accepted by the City until such time as the City Engineer has certified to the City that the installation of the infrastructure improvements for the development have been constructed according to the approved plans referenced in the Agreement; and

WHEREAS, Section 1B of the Agreement also provides that the two year warranty period for the infrastructure improvements starts when the City accepts by resolution the finished infrastructure improvements; and

WHEREAS, the City has received a formal request from the Developer of The Yellowstone of Credit River Second Addition to both accept the infrastructure improvements and to start the two year warranty period; and

WHEREAS, the City Engineer has inspected the infrastructure improvements for The Yellowstone of Credit River Second Addition development and has certified to the City that the installation of the infrastructure improvements for the development have been constructed according to the approved plans referenced in the Agreement.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Credit River, Scott County, Minnesota, that the City hereby accepts The Yellowstone of Credit River Second Addition infrastructure improvements that pertain to the City and starts the two year warranty period as of the date of this Resolution.

BE IT FURTHER RESOLVED by the City Council of the City of Credit River, Scott County, Minnesota that the Letter of Credit is hereby reduced to \$40,000.

Adopted this 20th day of January 2026.

Chris Kostik, Mayor

Attest:

Lynda Jirak, Clerk



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CITY COUNCIL AGENDA ITEM REPORT

DATE:	January 20, 2026
SUBMITTED BY:	City Admin,Administrator
ITEM TYPE:	Agenda Report
AGENDA SECTION:	Consent Agenda
SUBJECT:	Approve Letter to Scott County Board of Commissioners
BACKGROUND:	SCALE has been working over the past two years on an option to create an insurance pool for health insurance within the entities of Scott County. In January, SCALE approved a feasibility study to look at cost savings for those entities of those interested in the insurance pool separately as well as overall cost savings as a whole. One of the concerns of the SCALE members is whether Scott County would be joining in the pool, as they are the largest employer in the County. The County Board has been discussing whether they would like to participate in (a) the feasibility study, and (b) the insurance pool. The County Board is meeting on Tuesday, January 27th, for a worksession to discuss this. SCALE members have concern that not having Scott County participate in the feasibility study will not provide the Board with sufficient information to make an informed decision on whether to participate in the insurance pool if/when the time comes to make that decision. Staff is recommending sending a letter to the County Board encouraging participation in the feasibility study to gather information to become better informed to make an educated decision on the County's participation in the health insurance pool. Other Scott County cities are sending letters of support to the County Board as well in favor of participating in the feasibility study and the insurance pool.
SUGGESTED ACTION:	
ALTERNATIVES:	Approve letter with edits
ATTACHMENTS:	Letter_To_County_for_Insurance_1.20.26.pdf



18985 Meadow View Blvd Prior Lake, MN 55372

January 20, 2026

Scott County Board of Commissioners
Scott County Government Center
200 Fourth Street
Shakopee, MN 55379

Re: SCALE Health Insurance Pool Study

Dear Scott County Board of Commissioners,

The Credit River City Council respectfully requests that the Scott County Board of Commissioners continue to support the SCALE health insurance pool study and move it forward to the next phase. We believe that a thorough and complete review of this opportunity serves the best interests of taxpayers and public entities across Scott County.

Creating a shared health insurance consortium offers the potential for substantial and sustainable cost savings for the county, cities, and townships by helping to manage and control future health care costs. This goal is closely aligned with SCALE's mission to enhance the effectiveness of public services through cooperation, shared solutions, and regional collaboration.

In addition to the potential financial advantages, a countywide health insurance pool would foster stronger partnerships among all local governmental units. Developing and maintaining a shared framework that depends on continued coordination and communication would further strengthen intergovernmental relationships and support more consistent service delivery throughout the county.

This study reflects nearly two years of effort and meaningful progress. Information collected thus far suggests that broader participation improves stability and spreads risk more effectively, resulting in greater overall savings. For these reasons, we urge the Board to continue to support the completion of the study.

Thank you for your time and consideration. We value our ongoing partnership with the County Board and look forward to continued collaboration as this initiative moves forward.

Sincerely,

Credit River City Council

cc: Steve Jelinski – City Administrator



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CITY COUNCIL AGENDA ITEM REPORT

DATE: January 20, 2026

SUBMITTED BY: Sue Iverson, Finance

ITEM TYPE: Agenda Report

AGENDA SECTION: Consent Agenda

SUBJECT: Approve Payment of Claims (Bills) as Presented.

SUGGESTED ACTION: Approve Claims for Payments - See Attached.

ATTACHMENTS:
[Check Detail Register Jan 20.2026.pdf](#)

CREDIT RIVER TOWNSHIP

01/15/26 11:39 AM

Page 1

*Check Detail Register©

10100 Unposted

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 Anchor Bank					
012969	01/15/26	BANYON DATA SYSTEMS			
E 100-41510-309		EDP, Software and Design	\$1,180.00	00167334	AP & AR accounting modules and support
		Total	\$1,180.00		
012970	01/15/26	VERIZON			
E 100-41510-321		Telephone	\$38.41	6132489599	December phone service
E 100-41320-321		Telephone	\$38.41	6132489599	December phone service
		Total	\$76.82		
		10100 Anchor Bank	\$1,256.82		

Fund Summary

10100 Anchor Bank	
100 GENERAL FUND	\$1,256.82
	\$1,256.82



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CITY COUNCIL AGENDA ITEM REPORT

DATE:	January 20, 2026
SUBMITTED BY:	City Admin,Administrator
ITEM TYPE:	Agenda Report
AGENDA SECTION:	General Business
SUBJECT:	Open Application Period for Planning Commission seats
BACKGROUND:	Planning Commission members Amy Olson, Peter Theberath, and David Martell expire on February 28, 2026. We can begin accepting applications tomorrow (1/21) via the website or at City Hall. We are a couple weeks behind on posting the openings from when we normally post them, does the Council want to have a shortened application period? Shortened Timeframe: Application Period: January 21st - February 6th Interview Period: February 9th - February 13th Committee Recommendation to Council: February 17th Regular Timeframe: Application Period: January 21st - February 20th Interview Period: February 23rd - February 27th Committee Recommendation to Council: March 2nd The Planning Commission meeting in March is scheduled for March 19th.
FINANCIAL IMPACT:	None
SUGGESTED ACTION:	
ATTACHMENTS:	



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CITY COUNCIL AGENDA ITEM REPORT

DATE: January 20, 2026

SUBMITTED BY: City Admin, Administrator

ITEM TYPE: Agenda Report

AGENDA SECTION: General Business

SUBJECT: Discussion of Draft Ordinance for Council Salaries

BACKGROUND: Attorney Mikhail has drafted a revised Ordinance for Council salaries effective January 1, 2027. This is for discussion at this Council meeting. If there are no changes needed, we can post on the City website prior to the next meeting and have on the agenda for adoption.

SUGGESTED ACTION:

ATTACHMENTS:

[DOCSOPEN-_1070838-v2-Credit_River_Salary_Ordinance.pdf](#)

**CITY OF CREDIT RIVER
SCOTT COUNTY
STATE OF MINNESOTA**

ORDINANCE NO. 2026 - _____

AN ORDINANCE SETTING CITY COUNCIL SALARIES

WHEREAS, Minnesota Statute 415.11 authorizes the City Council to set Mayor and Council Member salaries by ordinance, provided that no change in salary shall take effect until after the next succeeding municipal election; and

WHEREAS, under Ordinance No. 2023-08, the Mayor's and Council Members' compensation includes both a salary and a per diem for meeting attendance; and

WHEREAS, the Council desires to eliminate the administrative effort and cost involved in processing dozens of per diem payments per year for the Mayor and each Council Member; and

WHEREAS, the Council desires to establish a new salary that effectively captures the value of per diem payments without increasing total compensation for the Mayor and Council Members.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF CREDIT RIVER HEREBY ORDAINS AS FOLLOWS:

Section 1. Council Salaries

Salaries of the Mayor and Council, which amounts are deemed reasonable and proper, are hereby fixed as follows:

- A. The annual salary of the Mayor and each Council Member shall be \$6,920.
- B. No per diem shall be paid to the Mayor or Council Members for attendance at City meetings or functions.

Section 2. Repeal

Ordinance No. 2023-08 is repealed as of the effective date of this Ordinance.

Section 3. Effective Date.

This Ordinance shall take effect on January 1, 2027.

ADOPTED by the City Council of the City of Credit River this ____ day of _____, 2026.

Chris Kostik, Mayor

ATTEST:

Lynda Jirak, City Clerk