

**TOWN OF BIG LAKE**  
REGULAR MONTHLY MEETING & ANNUAL REORGANIZATIONAL  
WEDNESDAY, MARCH 22, 2017, 7:00PM

1. **CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE**
2. **APPROVAL OF PROPOSED MEETING AGENDA**
3. **APPROVAL OF CONSENT AGENDA**
  - a. Approval of Minutes: Regular Monthly Board Meeting 3-08-17.
  - b. Approve List of Claims (Disbursement List will be Received at Meeting).

Claims on the Consent Agenda are reviewed by the board of supervisors. Individual claims may be pulled from the consent agenda for questions and discussion. Pulled claims shall be voted on separately, from the rest of the Consent Agenda. If no claims are pulled for discussion, the Consent Agenda shall be approved in whole. All supervisors are eligible to vote on claims presented on the Consent Agenda

4. **FIRE DEPT REPORT** – Chief Nemes
5. **BUSINESS FROM THE CLERK**
  - a. DRAFT Annual Meeting Minutes Presentation
  - b. Septic Upgrade – 50' OHWL Variance – Derek Wellberg
6. **BOARD BUSINESS/UPDATES – COMMITTEE REPORTS**
  - a. Chairman's Business/Updates
  - b. Supervisor Updates/Committee Reports
7. **ROADS**
  - a. 2017 Projects
8. **TREASURER BUSINESS**
  - a. Treasurer's report
  - b. Budget Recommendation/Adoption
9. **ANNOUNCEMENTS**
10. **RECESS**
11. **CONVENE ANNUAL REORGANIZATIONAL MEETING**
  - a. Elected Supervisor(s) Oath of Office.
  - b. Approve Annual Reorganization Agenda.
  - c. Election of Chairman of the Board.
  - d. Election of Vice-Chairman of the Board.
  - e. Appointment of Clerk and Treasurer.
  - f. Set the hourly wage for the Treasurer, Clerk, Supervisors.
  - g. Clerk to set the hourly wage for the Deputy Clerk.
  - h. Set the meeting rate for the Treasurer, Clerk, Deputy Clerk, Supervisors.
  - i. Establishment of monthly Board meetings: dates, time, and place and Legal Holidays Observed.
  - j. Establishment of rules for the conduction of all Board Meetings (Currently a version based off Robert's Rules of Order).
  - k. Establishment of depository of all Town funds.

- l. Establishment of Legal Posting Location: Big Lake Town Hall.
- m. Selection of the Official Newspaper for all legal and public notices: West Sherburne Tribune.
- n. Designation of Legal Counsel: According to area of specialty.
- o. Set the gopher bounty for the year 2017 (Currently \$2.00 per pair).
- p. Review Township General Fee Schedule.
- q. Confirm mileage reimbursement at current federal rate for car expenses\*.
- r. Resolutions Authorizing Contract with Interested Officers Under M.S. § 471.88 Subd. 5.
- s. Set the hourly wage for the election judges; (Currently \$12.50 per hour for chief election judge and current federal rate for car expenses\*; \$10.00 per hour for remainder of election judges under MN § 471.665, subdivision 1).
- t. Appointment of board members to committees/meeting schedule and offsite locations (see list).
- u. Last call for business for the Reorganizational Board Meeting.

\* Federal mileage rate as of 1-1-17 is \$.535 per mile.

## 12. ADJOURNMENT

***Disclaimer: The agenda has been prepared to provide information regarding an upcoming meeting of the Town of Big Lake Board of Supervisors. This document does not claim to be complete and is subject to change.  
This meeting is being recorded, for the sole purpose of aiding the township's Clerk with transcription of the official minutes.***