

Monthly Board Meeting
Minutes
July 9, 2008

TOWN of BIG LAKE

"Sherburne County's First 5-Member Township Board"

P.O. Box 75, Big Lake, Minnesota 55309

On Wednesday, July 9, 2008, the Big Lake Board of Supervisors met at the Big Lake Town Hall located in the Big Lake Lions Park Community Center at 21960 County Road #5, Big Lake Township, Sherburne County, State of Minnesota. The meeting was tape recorded for transcribing purposes only.

Chairman Sanford called the meeting to order at 7:00 p.m. There were 6 people in the audience at the start of the meeting. Roll call was taken by the Chairman.

Board Members Present: Jim Sanford, Chairman
 Mike Hayes, Supervisor
 Bob Hofer, Supervisor
 Larry Alfords, Supervisor
 Norm Leslie, Supervisor
 Ken Warneke, Treasurer
 Laura Hayes, Clerk
 Kristie Woolard, Deputy Clerk

All present stood and recited the pledge of allegiance to the Flag of the United States of America.

Supervisor Hofer motioned to approve the agenda. Supervisor Hayes seconded. All were in favor. The motion carried. The meeting proceeded in accordance with the agenda.

Supervisor Hayes motioned to approve consent agenda items: a) Approval of Minutes: Regular Monthly Board Meeting 6-11-08 and Second Monthly Board Meeting 6-25-08. b) Approve List of Claims (Disbursement List will be Received at Meeting). Supervisor Leslie seconded. Each Supervisor abstained from approval of their payroll claim. Supervisor Hayes abstained from approval of Clerk Hayes payroll claim. All were in favor. The motion carried.

BUSINESS FROM THE CLERK

a) Judith Hidde/2 Year Extension Standard Plat of Hidden Hideaway – Clerk Hayes advised that the applicant appeared before the Town Board on April 26, 2006 to present the concept plat of Hidden Hideaway; and, on May 24, 2006 with the Proposed Preliminary Plat. The Applicant appeared before the Planning Commission on September 21, 2006 and was recommended for Preliminary Plat Approval. At this time, the applicant is requesting a 2-year extension of the residential preliminary plat of Hidden Hideaway due to the slow housing market. It was further noted that this is the first request made for an extension. Supervisor Alfords motioned to recommend a 2-year extension of the preliminary plat of Hidden Hideaway. Supervisor Hayes seconded. All were in favor. The motion carried.

b) Jim Ridgeway/Preservation of Lakes in Big Lake Area – Jim Ridgeway appeared before the Board to present information and give a status report on the condition of Big Lake and Mitchell Lake in the City of Big Lake. He advised that there are 30 points of milfoil that have been located in Big Lake, which equates to approximately 8 acres. It appeared first at the beach/boat launch area. He further noted that there is curly pondweed in Mitchell Lake. The Lake Association has budgeted and received \$15,000. from the City of Big Lake and Lake Association Membership, to treat the lake this year. Additional funds will be needed next year to keep ahead of the milfoil. Jim Ridgeway asked that the Board include this on the Annual Meeting Agenda and propose to residents to include a budget item donation towards this clean up and maintenance effort.

c) Lake Properties/Hidden River View – Incomplete Application under Sherburne County Zoning Ordinance Sec. 18, Subd. 3, Item 7 (Also Big Lake Township Zoning Ordinance) – Clerk Hayes advised that the applicant appeared before the Town Board on June 27, 2007 with a proposed Preliminary Plat. The Township Engineer has reviewed the plat and has recommended Preliminary Plat approval; however, the applicant has not submitted requested information to the Sherburne County Planning & Zoning Office and therefore, has not been scheduled for a public hearing. The Big Lake Town Board can take no further action on the plat until the public hearing is held. Darryl and Ryan Alcott appeared before the Board. Ryan Alcott purchased property adjacent to this proposed plat. There was discussion. The Board advised Alcott's that their questions and comments should be presented at the public hearing on June 17, 2008. Supervisor Leslie motioned to recommend that the applicant submit the required information as noted in the Planning & Zoning letter dated July 18, 2007 so that a public hearing can be scheduled and held before the one year restriction on holding an incomplete application expires. Supervisor Alford's Seconded. All were in favor. The motion carried. It was acknowledged by the Board that the Township Zoning Ordinance is the same as the Sherburne County Zoning Ordinance and that the 1-year restriction also applies in Big Lake Township. The Big Lake Town Board cannot take any further action to accept the plat until the public hearing is held.

d) Appointment of Supervisors to Committee to work with City of Big Lake Re: OAA areas along Hwy 25 Corridor & Comprehensive Planning – Clerk Hayes advised that City Administrator, Scott Johnson has contacted the Clerk's Office to hold a meeting July 14, 2008 between City Council representatives and Town Board representatives in regard to joint planning of future OAA areas along Hwy 25 and comprehensive planning. Supervisor Hofer motioned to appoint Supervisor Hayes and Chairman Sanford to this planning committee. Supervisor Leslie seconded. All were in favor. The motion carried.

e) Other-Updates-Meetings.

-Sherburne County Assoc. of Townships Meeting, Wed. July 16, 7:30 p.m. at Orrock Town Hall.

BUSINESS FROM THE SUPERVISORS/COMMITTEE REPORTS

TOWN ROADS

205th Avenue Reconstruction Update – Clerk Hayes read a review report from Fred Fritschel, John Oliver & Associates in which he advised Hardrives will shape for paving on Monday, July 14; will pave the base course on Tuesday, July 15 weather permitting. Supervisor Alford advised that a soft spot on 205th Avenue, east of 172nd has been repaired. The black topsoil under the road was watered, located and removed by the contractor.

-Patching is scheduled to begin the week of July 14, 2008.

-Supervisor Alford advised two stop signs and posts were removed from the corner of 181st Street and 221st Avenue at the connection of Meadowlands to Meadowlands III. A three-way stop at the intersection had been installed in an effort to slow down speeding. The Board is encouraging the person(s) who removed the sign to return them by simply laying them in the grass at the intersection.

Other-Updates-Meetings –

-Replace Former Recycling Center Sign with “Maintenance Building Sign” – Supervisor Alford suggested removing the current sign, which is no longer accurate and replacing it with a Maintenance Building Sign. He noted that updating the sign would hopefully reduce the amount of tires and appliances that are left at the gates of the site. Clerk Hayes noted that she and Supervisor Leslie discussed moving the posting box located at the maintenance building site to Lion’s Park so that park trail information and a map could be posted for park visitors and trail users reference. Supervisor Hayes motioned to change the sign and move the posting box. Supervisor Hofer seconded. All were in favor. The motion carried.

- Treasurer Warneke advised that crackfilling is 70% finished, which equates to 50% of the total Township road mileage. The areas left are low-density areas.

-Roadside mowing is nearly finished. Treasurer Warneke noted that vacant lots and open areas in Aspen Hills have thistle. Supervisor Alford advised that residents should be mowing and maintaining as part of their Homeowner’s Association responsibilities.

-Chairman Sanford advised that the City of Big Lake has finished their sewer/septic line near 193rd Avenue. Approximately a 10’ foot section of 193rd pavement was disrupted by the construction. The Board unanimously agreed that when the manhole covers are installed they should not be in the driving line of vehicle tires.

CHAIRMAN’S REPORT

Northstar – Supervisor Hayes advised that he attended the June/July Northstar Meeting, which was held June 26. The first engine has been painted. The cars are taking longer to prepare than expected. The NCDA is holding meetings with St. Cloud and Metro Transit to coordinate bus schedules with the train schedules. Chairman Sanford advised the Big

Lake station parking lot is approximately 2,500 yards short of fill dirt. Currently rocks are being spread over the siding tracks.

BOARD MEMBER REPORTS

-Supervisor Leslie advised the Lion's Park Trails are finished. Moore's Excavating installed the trail system. Supervisor Sanford mowed the tall grass. A culvert with riprap has been installed to keep the water off the trail and prevent washing of material into the wetland area. The Township will apply for park funds from the County in September 2008. The lower area of the trail will be worked on next. Supervisor Leslie noted that a trail map is needed. He will discuss with Township Engineer, Todd McLouth regarding what this would cost and will report back to the Board.

-Signs need to be designed and purchased for the park. The park committee has been working with Clerk's Office to determine what is needed. It was noted that there would need to be signage for the trails noting that "no unauthorized motor vehicles" are allowed.

-Supervisor Leslie advised the Lion's would be installing the backhoe diggers and a sandbox soon.

-Supervisor Leslie advised that he has been in contact with the Jaycee's regarding the contract for the storage building at Lion's Park. The building will most likely be resided by the Jaycee's.

-Chairman Sanford advised that one of the former owners of property recently purchased by the Township along the river has asked for \$200. from the Township to cover the sentimental value of non-permanent outdoor lawn furniture at the cabin site. Chairman Sanford advised that the Township was advised prior to closing that the owner's had removed everything they wanted from the premises. Chairman Sanford further noted that the seller's didn't mention their desire to keep the furniture at the closing either. Supervisor Hofer motioned to deny the request of \$200. for lawn furniture. Supervisor Alford's seconded. All were in favor. The motion carried.

BUSINESS FROM THE TREASURER

Treasurer Warneke reviewed the cash balance statement. Total government funds of \$2,418,117.35 and escrow accounts of \$57,294.10 totaling \$2,475,411.45. Treasurer Warneke advised that only \$1,000. has spent out the escrow funds in total, noting that the developments are finished and in the warranty stage and real estate isn't selling at this time. Treasurer Warneke advised that the Township has received its first half of the tax levy, which is approximately \$660,000. Treasurer Warneke reviewed the 101 fund noting it is on track. The 102 fund is scheduled to receive another \$382,000. property tax levies. Seal coating will be done next year. The Eagle Lake Park paving project was not budgeted for this year. Treasurer Warneke noted that expenses related to the Swanson Wood's wetland bank are in the "water resources-boat landing" account. The 205th Watermain has been given a new account number named the "Reimbursable Disbursements". This is also an account in the receivables to better account for money that is paid out, but is brought back in. The 103 fund is on track. The 104 fund has a

\$5,000. balance after the purchase of the columbarium and unknown markers. Treasurer Warneke advised that these two expenses could be paid from the 403 fund, if the Board prefers that. The 201 fund has returned to a positive balance following receipt of the first half tax levy. The 401 fund is on track. The Fire Board will be meeting tomorrow night. They will be discussing the future purchases of a pumper truck and a grass rig. The City of Big Lake is proposing a 10 year lease purchase of the pumper and the Township had planned to pay for their half in 2009. The Township's portion of the grass rig would be \$20,000. The Township's half of the pumper would be \$250,000. The 402 fund is on track. The City of Big Lake is considering bonding for the industrial park. The 403 fund is on track. This fund is used for the Town Hall Expansion expenses and for the purchase of parkland. Clerk Hayes sent a request to the County for the Legacy Grant/SCORE Grant for the Town Hall expansion in the amount of \$65,735. In September, the Township will be seeking park funds for the purchase of park property and trail construction. The 351 fund is debt service; the levy for this fund is equal to what is paid on the CIP Series 2006B Bond for the Fire Hall expansion. Supervisor Hayes motioned to approve the Treasurer's Report. Supervisor Hofer seconded. All were in favor. The motion carried.

OTHER BUSINESS FROM THE BOARD

Chairman Sanford advised that a second quote for the Knick Knack Knoll Fire Department fill station well pump and controls would be coming soon. The Big Lake Fire Station has under ground irrigation installed and sod/seed will be done soon.

ADJOURNMENT

A motion was made by Supervisor Hayes to adjourn the meeting. Supervisor Leslie seconded. All present were in favor. The motion carried. The meeting adjourned at 8:20 p.m.

Respectfully Submitted,

Laura Hayes, Clerk