

Monthly Board Meeting
Minutes
August 12, 2009

TOWN of BIG LAKE

"Sherburne County's First 5-Member Township Board"
P.O. Box 75, Big Lake, Minnesota 55309

On Wednesday, August 12, 2009, 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 Hofer called the meeting to order at 7:00 p.m. There were 4 people in the audience at the start of the meeting. Roll call was taken by the Chairman.

Board Members Present: Bob Hofer, Chairman
 Norm Leslie, Supervisor
 Jim Stahlmann, Supervisor
 Ken Warneke, Treasurer
 Kristie Woolard, Deputy Clerk

Todd McLouth, Township Engineer
John Norgren, Township Rep. Sherburne County
 Planning Advisory Commission

Board Members Absent: Larry Alfords, Supervisor
 Mike Hayes, Supervisor (arrived 7:10 p.m.)
 Laura Hayes, Clerk

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

Supervisor Leslie motioned to approve the agenda. Supervisor Stahlmann seconded. All were in favor. The motion carried. The meeting proceeded in accordance with the agenda as presented.

Supervisor Leslie motioned to approve consent agenda items: a) Approval of Minutes: Regular Monthly Meeting 7-08-09, & Second Monthly Meeting 7-22-09. b) Approve Lease Agreements for Girl and Boy Scout Storage Building Placement and Boy Scout Garage Lease. c) Approval for Big Lake Fire Department to accept donation of \$100.00 from Mrs. Dorothy Hinrichs. d) Approve List of Claims (Disbursement List will be Received at Meeting). Supervisor Stahlmann seconded. Each Supervisor abstained from approval of their payroll claim. All present were in favor. The motion carried.

OPEN FORUM

Elizabeth McLeod, 20578 156th Street NW, Big Lake Township, appeared before the Board to request consideration of organic compost recycling in Big Lake Township similar to a program currently being offered on a trial basis in the City of Elk River. Mrs. McLeod has pursued and was denied access to the program in the City of Elk River as she is not a city resident. It was noted that Sherburne County awarded the City of Elk River a SCORE grant to take the program citywide later this year in response to active participation in Elk River City. Discussion by the Board followed. Treasurer Warneke suggested Mrs. McLeod contact Dave Lucas at the Sherburne County Zoning office to inquire if there are future plans to take organic compost recycling county wide. Big Lake Township has not received any other requests for this service to date. Chairman Hofer agreed the Township could look into the program if additional inquiries are received. No action was taken by the Board.

Chairman Hofer directed the record show Supervisor Hayes joined the meeting at 7:10 p.m.

BUSINESS FROM THE CLERK

Dan Aubol/Eagle Scout Project Presentation – Dan Aubol presented plans for improving the ball field area located on the southeast corner of Lion's Park. The area is approximately 90,000 square feet or 2 acres and will serve as a ball field for several sports when completed. The triangle shaped field is 400 feet long and 200 feet wide. Dan proposed killing weeds with Round-Up, disking the dirt under when the weeds are dead, (approx. 7 to 10 days after spraying to continue project) smoothing the field, spreading grass seed and installing bases. Dan asked for local farmer volunteers to donate their time & equipment to help with the chemical spraying and disking. Dan and volunteers will smooth and seed the field. Dan is researching grass seed prices and best mix for a ball field application with no irrigation. Dan estimates \$500. will cover the cost of the weed killer, grass seed and fuel for disking and smoothing. He stated any leftover money will be returned to the donor at completion of the project. Supervisor Hayes volunteered to donate the chemical spray and to spray and disk the field. Dan advised the Board he is still waiting for final approval from the Boy Scout Council for this project. He expects an answer this week. The project cannot begin until formal approval is received. The Board directed Dan to call the township office as soon as approval is granted. He plans to have the project completed within 2 weeks after the weeds have been killed and the disking has been done. After brief discussion, a motion to pay for the grass seed was made by Supervisor Leslie. Supervisor Stahlmann seconded the motion. The motion carried. The Board directed Dan to work directly with Supervisor Leslie and Supervisor Hayes throughout the project.

Township Building Key Distribution – Deputy Clerk Woolard requested direction from the Board as to who should have building keys and access at their discretion. The current policy is to check out one key to the president of an organization and he/she is responsible for building access for their club meetings and functions. If the President is unavailable, he/she would designate another organization member responsibility of the key. Any additional requests would be dealt with on an individual basis. The Board agreed that the Lions, Lioness, and American Legion could have two keys as long as they were held by officers. Supervisor Leslie discussed two keys for the Lion's Club organization would not be adequate. He suggested the President have the authority to authorize additional keys to responsible club members. Supervisor Leslie advised that control over who has keys must be maintained and a list of who currently has keys can be provided to the Clerk's office. Treasurer Warneke stated in his opinion the Lion's organization would be an exception to the key rule as their members do routine maintenance and would need access to get supplies and equipment from the building. After some discussion, Supervisor Hayes motioned to allow two keys per organization to be signed out for township hall access. Supervisor Leslie seconded. The motion carried.

Deputy Clerk Woolard reminded the Board of the Reconvened Annual Meeting scheduled for 8:00 p.m. on Wednesday, August 26, 2009. Treasurer Warneke advised the meeting should be noticed in the legal newspaper as adoption of the 2010 tax levy will be set at the meeting. Supervisor Stahlmann motioned to notice the meeting in the West Sherburne Tribune. Supervisor Hayes seconded the motion. The motion carried.

BUSINESS FROM THE SUPERVISORS/COMMITTEE REPORTS

TOWN ROADS

1) Other-Updates-Meetings –

-Township Engineer, Todd McLouth advised bituminous patching in the Township is complete. The final pay application will be submitted before the next township meeting. Seal coating will begin on 8-17-09.

CHAIRMAN'S REPORT

1) Other-Updates-Meetings – Chairman Hofer advised that he had nothing to report.

SUPERVISOR REPORTS

Other – Updates – Meetings – 1) Supervisor Hayes reported on the 8-10-09 EDA meeting. The Senior/Activity Center Food Shelf Remodel Project is progressing. He noted some parts of the building project are scheduled to be reworked resulting in some change orders. Supervisor Leslie noted that he wanted it on file that two change orders for the Senior/Activity Center Food Shelf remodel project were received and a request for additional funds from the City will be forthcoming. Supervisor Leslie also noted that

AJ Machine has filed bankruptcy and this may affect shared property tax revenue. He advised there are no new prospects for the Industrial Park to date.

2) Swimming Pool Ordinance/Regulation Discussion – Supervisor Stahlmann led a discussion regarding a covered swimming pool on a foreclosed property at 17809 182nd Avenue. The property is owned by an out of state bank. Supervisor Stahlmann stated concern regarding the safety of the pool. He suggested the Board request Sherburne County put an ordinance in place that requires swimming pools in the township to be fenced and gated. Lengthy discussion by the Board followed. Chairman Hofer stated he learned there is no legal requirement for fencing around swimming pools in Minnesota. He offered some statistics regarding annual pool accidents in Minnesota. He noted the pool being discussed is covered, there is a snow fence around the pool, and there is a long driveway to the property which is a deterrent to trespassers. Chairman Hofer noted that building permits for existing pools were issued through Sherburne County and to retroactively monitor those pools would not be possible. He suggested future permits could include stricter requirements including a high fence and gate. John Norgren, Sherburne County Planning Advisor for Big Lake Township, stated it could be possible to include requirements for a six (6) foot or gated fence to be included in the building permit application making it required for a certificate of occupancy to be issued. Discussion followed specific to this situation. Supervisor Leslie suggested the Clerk's office notify the bank regarding pool concerns at the above address. Chairman Hofer directed the Clerk's office to provide him with current property owner information. Chairman Hofer will inquire at Sherburne County regarding inclusion of pool safety features to be included in County Ordinances for future pool permits. No action was taken by the Board.

BUSINESS FROM THE TREASURER

a) Monthly Report – Treasurer Warneke reviewed the cash balance statement. Total government funds of \$2,717,826.35 and escrow accounts of \$56,520.98 totaling \$2,774,347.33 were reviewed. He stated all funds have positive balances. Treasurer Warneke reviewed the 101, 102, 103, 402 and 403 funds and noted there are no issues to report in the general fund. Expenditure items are on track. He stated there was more spent on street sweeping this year than in previous years due to more street sanding in subdivisions. A full semi-load of crack fill material was purchased for use next year. The road fund is within budget. After a brief summation of purchases, and an update on the investment report, Treasurer Warneke stated the Township will receive less interest income on investments in the next several months. The Township remains financially sound. Supervisor Leslie motioned to approve the Treasurer's Report. Supervisor Hayes seconded. All present were in favor. The motion carried.

OTHER BUSINESS FROM THE BOARD

There was no additional business from the Board.

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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 7:50 p.m.

Respectfully Submitted,

Kristie Woolard, Deputy Clerk