

Monthly Board Meeting
Minutes
January 11, 2012

TOWN of BIG LAKE
“Sherburne County’s First 5-Member Township Board”
P.O. Box 75, Big Lake, Minnesota 55309

On Wednesday, January 11, 2012, 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 5 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
 Mike Hayes, Supervisor
 Ken Warneke, Treasurer
 Laura Hayes, Clerk
 Kristie Woolard, Deputy Clerk

Board Members Absent: Larry Alfords, Supervisor

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

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

Supervisor Leslie motioned to approve consent agenda items: a) Approval of Minutes: Regular Monthly Board Meeting 12-14-11. b) Approve Attendance of Board and Staff to M.A.T. Sponsored Meetings for 2012. c) Big Lake Chamber of Commerce Business Expo Registration. d) Approve Resolution 2012-01 Resolution Appointing Absentee Ballot Board for March 13, 2012 Township Election. e) Approve Election Judges for March 13, 2012 Township Election. f) Call the Quarterly Meeting of the Sherburne County Association of Townships Meeting January 18, 2012 at 7:30 p.m. at Orrock Town Hall. g) Approve List of 62 Claims totaling \$65,285.13 (Disbursement List will be Received at Meeting). Supervisor Stahlmann seconded. Each Supervisor abstained from approval of their payroll claim. Supervisor Hayes abstained from approval of Clerk Hayes payroll claim. All present were in favor. The motion carried.

OPEN FORUM

Richard Helms, Township Representative to New River Medical Center (NRMC) Hospital Board presented a copy of a letter dated January 6, 2012 received by NRMC from the Buffalo/Monticello/Albertville-St. Michael Clinic. He further advised that the Buffalo Clinic, P.A. has given a notice of termination in regard to the services agreement between them and the Monticello-Big lake Hospital District, effective March 1, 2012.

BUSINESS FROM THE CLERK

a) Chris Carlson/Lot 1 Block 1 & Outlot A Ewing River Springs – Permission for after-the-fact wetland impacts and alterations within the Township drainage easement - Chris Carlson appeared before the Board of Supervisors. Clerk Hayes advised Township Engineer, Todd McLouth, reviewed information received from Sherburne County Zoning regarding the request. He noted in his review that it appears Mr. Carlson did not bring in any additional fill, with the exception of some decorative rock; and, that no permanent structures had been placed in the drainage easement. Therefore, his recommendation was that the Township grant after-the-fact approval for the work done in the Township drainage easement. Supervisor Hayes motioned to grant the approval as recommended by the Township Engineer. Supervisor Stahlmann seconded. All present were in favor. The motion carried.

b) Adopt Amendment to the Joint Fire Protection Agreement – Clerk Hayes advised the amendment addresses two items: extension of the Joint Fire Protection Agreement between the City of Big Lake and Town of Big Lake through 2019; and, changes quarterly fire billing responsibilities from the City to the Township. Supervisor Stahlmann motioned to adopt the amendment contingent upon the City of Big Lake taking the same action tonight. Supervisor Hayes seconded. All present were in favor. The motion carried.

c) Other-Updates-Meetings – Clerk Hayes presented information regarding a \$4,306.03 quote received for security camera's, TeraByte DVR Recorder, monitor, supplies and installation at Lion's Community Park/Town Hall property. Supervisor Leslie gave a history of vandalism and damage that has occurred over the years. He noted that the Lion's club has handled the clean up and expense of the vandalism in the past. He further noted concern for public safety and security for the new playground equipment. Supervisor Hayes motioned to accept the quote and approve installation of the equipment. Supervisor Leslie seconded. All present were in favor. The motion carried. It was noted it will be necessary to post that the park is under surveillance, and; therefore signs will also need to be purchased. Supervisor Hayes motioned to amend the motion for the security system not to exceed \$4,500. Supervisor Leslie seconded. All present were in favor. The motion carried.

TOWN ROADS

1) Other-Updates-Meetings –Treasurer Warneke advised there have been very few road concerns, only a couple of mailbox issues. TW Hauling has increased their fuel surcharge. The Township has purchased and paid for a supply of crack fill material that will last approximately 2 years. Members of the road committee met Monday morning with Township Engineer, Todd McLouth to discuss 2012 road projects. The Road Committee will wait until the spring road tour to make a seal coat plan.

CHAIRMAN'S REPORT

1) Other-Updates-Meetings – Chairman Hofer advised he had nothing new to report at this time.

SUPERVISOR'S REPORTS

1) EDA Updates – Supervisor Stahlmann advised all projects reviewed during the meeting are located within the City of Big Lake. There is a change to the new apartment building complex, 40% of the building will be rent assisted. The EDA has asked the listing realtor to give a status report on the jointly owned Industrial Park at the next meeting. The next EDA meeting discussion will be the marketing approach for the joint properties.

2) Fire Board Meeting Update – Supervisor Hayes advised Captain Rick Eberle is moving out of state. The City Administrator and Fire Chief will conduct interview for his position. There was lengthy discussion during the fire board meeting regarding self-contained breathing apparatus (SCBA) bottle replacement. The SCBA's must be replaced every 7 years because they are no longer recertifiable at that age. The new SCBA's will either need to be phased in or the City and Township will need to be prepared to make a significant expenditure. There are a total of 27 bottles at a cost to replace of \$5,000. each. In 2012 there have been 8 calls, all were grass fires. The Fire Relief Association also met in early January. The portfolio is 97% funded; therefore, the department will not be asking for a pension increase.

BUSINESS FROM THE TREASURER

a) Monthly Report – Treasurer Warneke reviewed the cash control statement noting the preliminary end balance for 2011 is \$2,349,276.17. He advised the accounting system is in transition between 2011 and 2012; therefore, a balance as of 1-11-12 is not available on the report. Clerk Hayes provided a list of receipts and disbursements by fund as of 1-11-12 on a modified cash control statement.

OTHER BUSINESS

Sherburne County Commissioner, Ewald Petersen presented County information and updates. The County will hold an EDA organizational meeting on January 24. The courtrooms do not meet accessibility requirements; therefore, in the future, a wing will be added for compliant courtroom space. 5 major road projects have been planned for 2012, which include portions of County Road 5, 4, 43, 8, and 16.

John Norgren advised the Cemetery Committee will be meeting soon in preparation for the March Annual Meeting.

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 7:51 p.m.

Respectfully Submitted,

Laura Hayes, Clerk

Bob Hofer, Chairman