

Monthly Board Meeting  
Minutes  
November 11, 2015

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

On Wednesday, November 11, 2015 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.

Chairman Hofer called the meeting to order at 7:00 p.m. There were 8 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  
                                      Bruce Aubol, Supervisor  
                                      Larry Alfords, Supervisor  
                                      Ken Warneke, Treasurer  
                                      Laura Hayes, Clerk  
                                      Samantha Peterson, Deputy Clerk

Board Members Absent:     Steve Pflighaar, Supervisor

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 as presented. Supervisor Aubol seconded. All were in favor.

Supervisor Aubol motioned to approve consent agenda items. The consent agenda consisted of: a) Approve minutes of Regular Monthly Board Meeting 10-14-15, & Second Monthly Board Meeting Minutes 10-28-15 b) Resolution 2015-12 Establishing Division of Responsibilities for Snow and Ice Removal Between the Town of Big Lake and City of Big Lake for Town/City Roads. c) Approve Claims & Payroll, List of Claims & Payroll; and, remainder of claims through Nov. 2015. Supervisor Aubol seconded. All present were in favor.

**BUSINESS FROM THE CLERK**

Commander Doran, Sherburne County Sheriff’s Department, was present with a copy of the current call report. He advised calls for service were up slightly from the prior period, mostly due to an increase in medical and traffic contacts. The Board had no concerns to report to Commander Doran.

a) Knife River Corporation / IUP to Expand the Current Permitted Mining Area at Stommes Gravel Pit – Ron Klinker, Knife River Environmental Manager appeared before the Board to represent this request. He advised that Knife River currently has two

permits for the property and is requesting to combine the two and to expand the current mining area. The mining area is 27 acres, of which 12 acres are proposed to be active mine. Clerk Hayes advised Sherburne County Zoning Specialist, Marc Schneider has reviewed the request and has drafted his review letter. He has noted 5 issues, outlined in items 2-6 of the letter that must be addressed by Knife River Corporation prior to the request moving forward to a public hearing. There was discussion regarding item 3, the haul road. It was noted the haul road access 211<sup>th</sup> Avenue, through Josh Benson's property, at which time trucks will travel East to access County Road 15 Ron Klinker advised he would copy the Township on the responses to the items in the review letter. Supervisor Alford's motioned to recommend approval of the IUP request, noting the Township must be copied on the responses to items 2-6 of the review letter. Supervisor Leslie seconded. All present were in favor.

b) Fred & Elaine Van De Venter / IUP for a Home Business in an Accessory Building (Mudjacking) – Fred & Elaine Van De Venter appeared before the Board to present their request. Clerk Hayes advised Sherburne County Zoning Specialist, Marc Schneider has reviewed the request and has drafted his review letter. He has noted 2 issues, outlined the letter. Supervisor Aubol inquired about the spillage of calcium carbonate noted, in item 3 of the letter. Fred Van De Venter confirmed this is an inert, natural limestone and can be pushed back into the bin and used if spilled. The work site is approximately a 20' x 60' area. The Van De Venters have been operating their business at this location for approximately 15 years. Supervisor Aubol motioned to recommend approval of the IUP request as presented. Supervisor Alford's seconded. All present were in favor.

c) Terry Rakotz / 4 Variances to add onto an existing structure at 18974-227<sup>th</sup> Avenue NW, Eagle Lake, Big Lake Township - Terry Rakotz appeared before the Board to present his variance requests for 1) Impervious Surface Coverage of Lot to Exceed the 25% Maximum Allowed under the Shoreland Ordinance. 2) 4' Variance in Setback from the Side Property Line to allow for addition and new roof. 3) 47' Variance in Setback from the OHWL of Eagle Lake for an Addition and new roof. 4) 40' Variance in Setback from the right of way of 227<sup>th</sup> Avenue for an Addition and new roof. Terry Rakotz advised the house will not be any closer to the lake, side yards or right of way; noting the additions will only square the house and will allow for additional storage space in the house. The roof will consequently be gabled and will be able to be straightened which will reduce leaf accumulation and eliminate water collecting. He further advised areas of impervious surface will be removed and replaced with flower beds and plantings. The sidewalk will be reduced in width to 5'. The neighbors are aware of the plans. It was recommended that letter(s) of support be obtained from the neighbors in preparation for the public hearing. Supervisor Leslie motioned to recommend approval of all 4 Variance requests. Supervisor Aubol seconded. All present were in favor.

d) Other-Updates-Meetings –

1) Revisit Recommendation to County Board for Representative & Alternate to Sherburne County Planning Advisory Board – John Norgren advised that he would like to retire after 26 years of serving on various Boards; but would consider being an alternate to the Planning Advisory Board. Supervisor Leslie motioned to recommend to the County Board that Bruce Aubol serve as Big Lake Township's representative on the

Sherburne County Planning Advisory Commission; and, to recommend John Norgren serve as the alternate representative for this three-year term. Supervisor Alfords seconded. All were in favor.

## BUSINESS FROM THE SUPERVISORS/COMMITTEE REPORTS

### TOWN ROADS

1) Other-Updates-Meetings – Township Engineer, Ross Abel advised road improvements projects, including the 226<sup>th</sup> Avenue/Nierman drainage project are completed. There continues to be a low level ponding issue. Ross advised he has had some communication with Roger Straddel, DNR hydrologist. Supervisor Alfords advised this has been an issue in the past on the property and therefore, it is a private property owner issue. He further noted work done by the Township should be given a chance to settle and allow some activity to occur to see how the drainage repairs will work.

Supervisor Alfords advised the fall road tour has been conducted. Information will be put together and given to the Township Engineer to prepare for early 2016 project bidding. Treasurer Warneke advised 31 potholes were filled yesterday. A sign work map has been prepared for Jeff Rhodes. Minor brushing work and removal of trees at the entrance to Liberty Elementary School will be removed at the school maintenance staff request. A few crack fill areas need to be done. Treasurer Warneke advised the Township will most likely be out of crack fill material by next spring.

### CHAIRMAN'S REPORT

Chairman Hofer advised he and Supervisor Leslie met with the City of Big Lake Mayor, Raeanne Danielowski and City Administrator Clay Wilfahrt to discuss future development plans on the West end of Big Lake along Highway 10.

### SUPERVISOR'S REPORT

1) EDA Update – Supervisor Leslie advised the EDA met Monday. He advised there are no prospects for the Industrial Park. The City of Big Lake has hired someone to handle EDA, development and planning in house at the City of Big Lake.

2) Other-Updates-Meetings – Supervisor Aubol advised Community Education held a meeting. Tonic Sol Fa will have a concert again this December at the Big Lake High School Auditorium; tickets will be on sale soon. Community Education will now be printing four catalogs annually. This will help with class planning and will reduce the amount of long range planning needed. There continues to be good participation in classes. The next meeting will be in January 2016.

Chairman Hofer and Supervisor Alfords attended a transportation meeting at the City of Monticello. WSB is no longer working on the transportation plan. Instead the jurisdictions have been working on drafting a Joint Powers Agreement between the City

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of Monticello, Wright County, Big Lake Township and Sherburne County. The document is nearly done. The committee will meet again next week for a final review before bringing to the respective bodies for consideration.

Supervisor Leslie advised the new ballfields and areas near the entrance and storage garage have been cleaned up and graded. The ballfield will have a soil test done. Deputy Clerk Peterson is working with the website designer to update the park information and photos on the Township website.

#### BUSINESS FROM THE TREASURER

a) Monthly Report –Treasurer Warneke advised the last of the Certificates of Deposit earning 2.5% interest has matured. The township has no other CD's. The general savings account earns a .55% rate. Treasurer Warneke may deposit funds in December into a CD. Rates are anticipated to be .8%.

Treasurer Warneke advised the Township's CPA has advised they will not be continuing their certifications to conduct government audits. The Township will need to get the records back from the current CPA and locate another firm to conduct the 2015 Annual Financial Audit. Treasurer Warneke has contacted by email other Township's to see who they use for auditing services.

Treasurer Warneke reviewed the cash balance statement totaling \$1,029,531. approximately in government funds. He reviewed the 100 General Fund, 202 Road Funds and 203 Big Lake Fire Fund. He noted the Aspen Hills Project has only a \$311.25 balance left to collect. Supervisor Aubol motioned to approve the Treasurer's Report. Supervisor Leslie seconded. All present were in favor.

#### ADJOURNMENT

A motion was made by Supervisor Leslie to adjourn the meeting. Supervisor Aubol seconded. All were in favor. The meeting adjourned at 8:01 p.m.

Respectfully Submitted,

Laura Hayes, Clerk

Robert Hofer, Chairman