

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

**MONTHLY MEETING**  
**WEDNESDAY JUNE 14, 2017**

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The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday June 14, 2017, at the Town of Big Lake Town Hall, located in the Big Lake Lions Park Community Center, 21960 County Road 5, Big Lake Township, Sherburne County, State of Minnesota. The meeting was called to order by Chair Hofer and the Pledge of Allegiance was recited. Chair Bob Hofer, Supervisors Bruce Aubol, Norm Leslie, Steve Pfliegaar, Treasurer Kenneth Warneke, Clerk Brenda Kimberly-Maas, Deputy Clerk Jayme Swenson, Town Engineer Ross Abel and Fire Chief Paul Nemes were in attendance. Supervisor Larry Alford was absent.

**APPROVAL OF MEETING AGENDA**

Motion/Second to accept Agenda as presented by: Leslie/Pfliegaar. Approved by Aubol, Hofer, Leslie and Pfliegaar. Motion Prevailed.  
The meeting proceeded in accordance with the agenda.

**APPROVAL OF CONSENT AGENDA**

The Consent Agenda consisted of: a) Approval of the Minutes: Regular Monthly Meeting 05/24/2017. d) Approve list of Claims (Disbursement list provided in meeting packet).

Motion/Second to Approve Presented Consent Agenda by: Aubol/Pfliegaar. Approved by Aubol, Hofer, Leslie and Pfliegaar. Motion Prevailed.

**REPORT FROM FIRE CHIEF NEMES**

Chief Nemes updated the Board with the Fire Department’s activity. He reported the department responded to a total of fourteen calls for service in May. Of these, six (6) were in the City of Big Lake, seven (7) were in the Town of Big Lake and one (1) was in Orrock Township. Of those calls two are being investigated, due to their suspicious nature. One call was a rollover death on Hwy 10, May 26, 2017. June to date, the department has responded to sixteen calls. Most recently was a septic truck fire at the wastewater treatment plant and the storm on June 12<sup>th</sup>. The department spent much of 6/12/17, securing areas around downed lines, which they always treat as live – energized.

The department training in June will be on foam operation, pumps and water supply.

**OPEN FORUM**

No business brought forth.

**CLERK BUSINESS**

**Ham Radio Operator Annual Testing**

Clerk Kimberly-Maas informed the Board the local Ham radio operators will be using the soccer field area of the park, the weekend of June 23-25, for their annual nationwide testing. There will be a few operators camping on site and the public is welcome to visit the operators during the weekend. She has notified the Sheriff’s department of the activity, as well.

**Parking Ordinance - #7**

Clerk informed the Board she had been contacted by Jennifer Pim, Sherburne County Attorney’s Office, about the Town’s parking ordinance language. Currently the ordinance has no local definition of a fine and defaults to the State Law. The State default is a misdemeanor and requires a court hearing. Jennifer suggested the Board consider defining the penalty as a Petty Misdemeanor and also have a fine schedule for the ordinance. Kimberly-Maas suggested the fine schedule to be \$50 for a regular parking fine and a minimum of \$200 for handicap infraction. Kimberly-Maas also noted the Board did not need to act on this at this meeting, but take into consideration, revising the ordinance.

Motion/Second to modify Ordinance #7 – 7-1-6 Penalties Subd.1 Parking Fines as a petty misdemeanor with fines imposed of \$50 for regular parking infraction and \$200 for handicap infraction. by: Aubol/Plehhaar. Treasurer Warneke suggested the Board review other Ordinances to see if any others need to be revised and take another meeting to review and adopt revisions. Motion/Second rescinded by Aubol/ Pflgebraar.

Item TABLED.

### GRRL Donation

Clerk Kimberly-Maas asked the Board to revisit the subject of donating to the City of Big Lake's branch of the Great River Regional Library. She reminded the Board if they chose to donate directly to the library, the money would be used toward the collection of the library, not to support the facility in which it is housed. Supervisor Pflgebraar felt that past donations to the Big Lake branch of the GRRL, were made based on the estimated use by Town residents and the space provided by City to house the library. He felt using the historical data was not appropriate because many of the residents use other local branches and the space provided exclusively for library use had been reduced. He noted the Town donates a set amount of \$1000.00 to the Sherburne Historical Center to be used at their discretion. Supervisor Leslie voiced his concern that the money was used toward "rent" rather than toward library programs. It was suggested there are other groups like "Friends of the Library" who could possibly help fund the "rent". The Board discussed how much they felt comfortable donating toward the facility and fiscally responsible to the Town residents.

Motion/Second to donate the amount of \$2500.00 quarterly to support the facility, in which the City of Big Lake Branch of the Great River Regional Library, is housed. This donation is to be retroactive for the fourth quarter of 2016 and will continue through the fourth quarter of 2017. by: Pflgebraar/Aubol. Approved by Aubol, Hofer, Leslie and Pflgebraar. Motion Prevailed.

The donation check will be made out to the City of Big Lake, since the City is in a formal agreement with GRRL to provide space, for the library. The Town Board will revisit this donation, on an annual basis.

### BOARD BUSINESS, UPDATES, COMMITTEE REPORTS

Supervisor Aubol noted he, Supervisor Alford and staff had met in committee with City of Big Lake officials and staff to discuss the Joint areas of Interest. Communication continues.

The Fire Board has also been meeting and are working on the JPA for the Fire Board. The hope is to have it completed and implemented by the end of 2017. The Fire Board's next meeting will be the quarterly meeting on July 22, 2017 at 5:00PM.

Supervisor Leslie told the Board he continues to gather information to install a doggy park within the Lions Park. He has measured two areas – ½ acre and .4 acre spaces. He will be getting estimated costs together for future meetings with the Board. There is still some concern of how much a doggy park would be used. Follow up to be done at future meetings.

Supervisor Leslie asked the Board if they felt it would be appropriate to have brochures to hand out at public events, like the business Expo, which highlights the Township, Lions Park and the areas in which the Township is involved. All of the Supervisors felt this would benefit the Township. The Board appointed Supervisors Leslie and Pflgebraar and staff to the committee. The Board will also have input on the project.

Supervisor Pflgebraar told the Board the BLEDA has a new member. BLEDA also had been approached to sell some land to a company which is already in the Industrial park. BLEDA and the company could not agree on price and terms, so no sale was made.

NO FURTHER BUSINESS

**TOWN ROADS**

Not too many concerns from the weekend storms. Streets which were identified as in need of sweeping during the road tour, were being swept and signs were being replaced which were also identified in need of replacement, during the tour.

Town Engineer, Ross Abel informed the Board the overlay construction will be starting either later in the current week or early the following week. A pre-con meeting with Park Construction had been held and the contracts were signed by Chair Hofer before the meeting commenced. Updated Certificates of Insurance were sent and have been filed in the Town offices. The seal coat project is slated to start in three weeks.

Ross noted the basins on Birch Lake had a difficult time holding the amount of water which had come down in the storm on Sunday. He visually inspected it and notes it needs to be cleaned/raked out. He also noted some run-off sediment, which should be cleared away. He felt this could be done with a shovel and bucket. The parking lot at the Township hall will be paved in the next week. Township staff will be notified. Due to software anomalies, the drawings for Knutson project were unavailable for the meeting. He will have them early next week and will set a meeting with a road committee member to review.

Chief Nemes asked for clarification on who should be called and in what order, when trees are down. Ken Warneke stated Dispatch should call Ken first. He also noted an updated letter addressing this should also be sent to County Dispatch.

**TREASURER BUSINESS**

**Treasurer's Report**

Treasurer Warneke reviewed the financial statements. He informed the Board the Town has a cash balance of \$ 925,000. All of the members of the HWY 25 Coalition have paid their dues and the first bill has also been submitted for some consulting work done.

The first distribution for 2017 taxes will be coming in to the Township in the next couple of weeks.

Motion/Second to approve the Treasurer's report by: Pflieger/Leslie. Approved by Aubol, Hofer, Leslie and Pflieger. Motion Prevailed

**LAST CALL FOR BUSINESS**

NO FURTHER BUSINESS BROUGHT FORTH

**ADJOURNMENT**

Motion/Second to adjourn the Wednesday June 14, 2017 Regular Meeting at 7:25PM by: Leslie/Pflieger. Approved: Aubol, Hofer, Leslie, Pflieger. Opposed by: None. Motion Prevailed, adjourning the Regular Monthly Meeting, on Wednesday June 14, 2017 at 7:25PM.

Respectfully Submitted,  
Brenda Kimberly-Maas  
Town of Big Lake, Clerk

Accepted this 28<sup>th</sup> day of June 2017, by the Town of Big Lake Board of Supervisors.

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Robert Hofer, Chairman

Attest: \_\_\_\_\_  
Jayme Swenson, Deputy Clerk