

Monthly Board Meeting  
Minutes  
March 13, 2013

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

On Wednesday, March 13, 2013, 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 two 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  
                                  Steve Pflieghaar, Supervisor  
                                  Bruce Aubol, Supervisor  
                                  Ken Warneke, Treasurer  
                                  Laura Hayes, Clerk  
                                  Barb Krzmarcik, 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.

**BOARD OF CANVASS**

Chairman Hofer announced the Annual Township Board of Canvass election results from the March 12, 2013 election. 51 ballots were cast from the 4,565 registered voters in Big Lake Township.

The tally sheet indicated the following:

Supervisor Seat #1:	Steve Pflieghaar	48
Supervisor Seat #1 Write In:	Timothy Brown	2
Supervisor Seat #3	Bruce Aubol	49
Supervisor Seat #4	Bob Hofer	48
Supervisor Seat #5	Norm Leslie	49

The Election Judges indicated by their signatures that the tally is correct. Election Judges serving were Rita Petersen, Christina Dokkebakken, Joyce LeClaire and Debbie Workman. Supervisor Leslie motioned to certify the official canvassed results of the March 12, 2013 Town Election. Supervisor Aubol seconded. All present were in favor. The motion carried. The Board members present signed the Board of Canvass Certification.

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

Supervisor Aubol motioned to approve consent agenda items. The consent agenda consisted of: a) Approval of Minutes: Regular Monthly Board Meeting 2-13-13 and Second Monthly Board Meeting 2-27-13. b) Approve List of Claims (Disbursement List Received at Meeting). Supervisor Pflieger seconded. All present were in favor. The motion carried.

#### PUBLIC HEARING

Turn Back of a portion of former County Road State Aid Highway 14 (located in front of Bailey Station Cemetery) – The public hearing was opened at 7:05 pm.

#### BUSINESS FROM THE CLERK

##### a) Other-Updates-Meetings –

-Clerk Hayes advised that the Big Lake Fire Department is planning to hold a smelt/fish fry on April 26, 2013 at the Big Lake Fire Hall. The Big Lake Lion's will be participating in this event also. The BLFD is seeking permission to hold the event at the fire hall and to serve 3.2 malt liquor. Supervisor Pflieger motioned to approve the use of the fire hall for the event and the sale of 3.2 malt liquor. Supervisor Leslie seconded. All present were in favor. The motion carried.

- Clerk Hayes advised she attended an introductory meeting of the Legacy Foundation of Big Lake on March 7, 2013. She was asked to attend by Doug Hayes to obtain information on the group and report back to the Township. The Legacy Foundation is seeking representatives from community civic groups, associations, local government & the faith community. Those in attendance at the first meeting were: Todd Bodem, Big Lake City Administrator; Joel Scharf, Big Lake Police Chief; Doug Hayes, Legacy Group; Lori Kampa, Big Lake Schools; Rick Schroeder, Friendly Buffalo; Laura Hayes, Town of Big Lake; Kyle Sidlo, Saron Lutheran Church; Mike Wallen, Big Lake City; Brad Johnson, Big Lake Community Lake Association; Gene Earney, Big Lake Lions; Raeanne Danielowski, City of Big Lake. An introduction and brief history of the entertainment Big Lake had 100+ years ago was given by Doug Hayes. The idea behind forming the Legacy Foundation was shared. It will be a 501c3 non-profit group and its purpose will be to bring the Big Lake Community together through community engagement. Goals of the Foundation for 2013 include offering a concert series at Lakeside Park. Planning for this is underway with the Rockin' Hollywoods as the kick off band on June 6. About half the dates, each Thursday, from 7:00 to 8:30 p.m. following the farmers market at Lakeside Park have been scheduled from June through August. A second main goal is to encourage residents to get to know Big Lake through a walking history tour which will feature 10 to 12 sites throughout the city and around the lake, identified by signage, that have historical significance. The public can scan the bar code on a smart phone and get information about each site. Other ideas discussed included

lighted ball fields–Athletic Complex; and, to work with SpudFest to ensure its success. The committee requested that Clerk Hayes inquire if Board Member Bruce Aubol would be able to join the committee along with her to be representatives of the Township at these meetings. Supervisor Aubol agreed he would attend, depending upon the meeting dates and times. Chairman Hofer advised he could serve as alternate. The Board unanimously agreed to send a Supervisor and Clerk Hayes to these meetings.

#### PUBLIC HEARING

Chairman Hofer returned to the public hearing at 7:15 p.m. No questions or concerns were brought forward from the audience. Treasurer Warneke noted there is a survey monument located in the center of former CSAH 14. The public hearing was closed at 7:16 p.m. Supervisor Aubol motioned to accept the turnback of the designated portion of former County Road State Aid Highway 14 and to authorize the Chairman to sign the Turnback Agreement. Supervisor Leslie seconded. All present were in favor. The motion carried.

#### BUSINESS FROM THE SUPERVISORS/COMMITTEE REPORTS

##### TOWN ROADS

1) Other-Updates-Meetings – Treasurer Warneke advised he authorized the Township Engineer to advertise for bids for the 2013 Overlay Projects.

-Treasurer Warneke advised there is a snow issue in the 19600 block of 180<sup>th</sup> Avenue, Sleepy Hollow cul de sac. This is a platted 60' radius cul de sac. Treasurer Warneke advised it will be measured and reviewed in the spring to determine how to handle snow removal in the future.

-Clerk Hayes advised the first request for street sweeping has been received for the season. The call came from the Aspen Hills development. Treasurer Warneke advised the Metro Spring Road Weight Restrictions have gone into place. Central region will be in effect approximately a week later.

##### CHAIRMAN'S REPORT

1) Other-Updates-Meetings – Chairman Hofer advised he and Clerk Hayes attended the Big Lake Regional Rail Park Steering Committee meeting on March 8. Clerk Hayes advised County Commissioner, Bruce Anderson; County Administrator, Brian Benson; Big Lake Mayor, Raeanne Danielowski and City Administrator, Todd Bodem are trying to meet with private utility companies to discuss funding for the MnDot portal engineering, design and build out of the bridge portal. Todd Bodem is working on the Transportation Economic Development (TED) Program grant. This is a \$10 million for each of fiscal years 2014 to 2017 in Gov. Mark Dayton's budget. This is different from the other DEED grants as it is specific to transportation. Currently there are no bonding bills at the legislature; however, there could be some later this year. There was lengthy discussion regarding choice of engineering firms for this project. A firm that specializes in rail

engineering & design could be more effective as discussions move forward with BNSF. Todd Bodem advised that following the March 8<sup>th</sup> meeting he had an opportunity to speak with Peter Marthaler, PE of Krech Ojard & Associates, an engineering firm specializing in rail design. Peter Marthaler advised that it would be more cost effective for Bolton-Menk to work with BNSF on the portal engineering because they have been doing all the work to date. If Krech Ojard took over, they would ask for the file information from Bolton-Menk.

#### SUPERVISOR'S REPORT

Library Update – Supervisor Pflughhaar advised the City and Township are in a strategic position. If the property is not redeemed from foreclosure by April 23, 2013 it will become bank owned. The library committee is scheduled to meet again on May 2 to take next steps. June 1, 2013 is the deadline to extend or terminate the lease.

City Administrator, Todd Bodem and Mayor, Raeanne Danielowski arrived at the meeting and joined the discussion of this item. Supervisor Aubol inquired if there is room in the Windstream/Connections Building on Eagle Lake Road. Mayor Danielowski advised the retail end of the building has been closed; however, the switches and operating infrastructure remains on site and in operation. Mayor Danielowski expressed concern that this would be another rental/leasing situation. She further noted she is not in favor of renting or leasing for long term investments. There was further discussion of other possible sites. It was noted that Cargill, Paragon Store Fixtures and Big Lake Friends of the Library donated many of the fixtures in the current library location.

1) City of Big Lake Proposal for Marketing and Economic Development Assistance in Orderly Annexation Areas – City Administrator, Todd Bodem and Mayor, Raeanne Danielowski appeared before the Board to discuss the Township's participation in the financial cost of contracting with the Decklan Group to provide marketing and economic development assistance in Orderly Annexation Areas. Annie Deckert, President of Decklan Group, submitted a quote for marketing services for a comprehensive marketing contract for \$5,000. retainer; and, a general economic development contract for a three month (3) time period for \$9,000. (32 hours per month). The City of Big Lake approved this contract at their meeting tonight. Supervisor Leslie, Big Lake Township EDA member, inquired if three months and 32 hours per month is long enough; and, if this will be passed onto Leslie Dingmann, Economic Development Specialist when she returns following her maternity leave. Supervisor Leslie recommended that we prioritize what we want accomplished. Supervisor Aubol inquired if City staff could assemble the base information and take the photographs necessary for the website improvements and social media creation so she isn't spending her time doing the leg work. It was noted a second social media quote was received for comparison. Both were very similar scope of work and price. The Board agreed that spring is when investors and businesses are looking for property and preparing for business moves and establishment. Therefore, the City and Township need to position themselves to market the properties; rather than wait for interest to come to them. Supervisor Leslie motioned to start with a contribution of 25% of the cost of the contract for services with the option to review the growth and benefits. Supervisor Pflughhaar seconded. All present were in favor. The motion carried.

Monthly Board Meeting  
March 13, 2013  
Page 5

#### BUSINESS FROM THE TREASURER

a) Monthly Report – Treasurer Warneke advised government funds were \$2,444,423.83 and escrow funds were \$39,285.40. He reviewed the 101, 102, 103 and 402 funds. All funds are within budget for this time of the year. Supervisor Leslie motioned to approve the Treasurer's Report. Supervisor Aubol seconded. All present were in favor. The motion carried.

#### ADJOURNMENT

A motion was made by Supervisor Leslie to adjourn the meeting. Supervisor Pflighaar seconded. All present were in favor. The motion carried. The meeting adjourned at 8:29 p.m.

Respectfully Submitted,

Laura Hayes, Clerk

Bob Hofer, Chairman