

Second Monthly Board Meeting  
Minutes  
April 27, 2011

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

On Wednesday, April 27, 2011, the Big Lake Board of Supervisors met at the Big Lake Town Hall located in the Big Lake Lions Park 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 chairperson.

Board Members Present:

- Bob Hofer, Chairman
- Larry Alfords, Supervisor
- Norm Leslie, Supervisor
- Jim Stahlmann, Supervisor
- Mike Hayes, Supervisor
- Ken Warneke, Treasurer
- Laura Hayes, Clerk
- Kristie Woolard, Deputy Clerk
- Todd McLouth, Township Engineer

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

Supervisor Leslie motioned to approve the Second Monthly Meeting agenda. Supervisor Hayes seconded. All present were in favor. The motion carried. The meeting proceeded in accordance with the agenda.

Supervisor Alfords motioned to approve consent agenda items: a) Approve List of Claims (Disbursement List will be Received at Meeting). Supervisor Stahlmann seconded. Supervisor Hayes abstained from approval of Clerk Hayes payroll claim. All present were in favor. The motion carried.

**OPEN FORUM**

Dennis McAlpine, River Crest Farms Homeowner's Association appeared before the Board at the Board's request to discuss ownership and maintenance of the entrance marquees (islands) located on 227<sup>th</sup> Avenue and 228<sup>th</sup> Avenue, River Crest Farms. Supervisor Alfords advised it is possible that a resolution could be drafted establishing a maintenance agreement for the islands; however, it is already noted in the February 2001 Township meeting minutes that maintenance of the island is the Home Owner Association's (HOA) responsibility. Supervisor Alfords further noted an alternative would be to grant the HOA an easement for the islands. Dennis McAlpine advised the HOA wants to be able to include these outlots under their insurance and be able to fully maintain them. Township Engineer, Todd McLouth advised platting the 227<sup>th</sup> Avenue island would be costly. Other options

include granting an easement to the HOA; or, selling it to the HOA and deeding it. Treasurer Warneke recommended using a Quit Claim Deed, advising it would then have a metes and bounds description and should then be insurable. Dennis McAlpine advised he would present the Quit Claim option to the HOA and to the insurance company and advise the Township of the decision. If the Quit Claim deed option is approved, the Township Engineer can draft the description and give it to the Clerk to have the Township Attorney review. The Clerk and Chairman will sign on behalf of the Township.

### **BUSINESS FROM THE CLERK**

a) Gary D'Heilly, Engineer – Concept plan 39.9 acres PID#'s 10-124-4401, 4404, 4406, 4408 / Consideration of Alternate Soil Standards – Gary D'Heilly, Engineer and Doug Pietig, owner appeared before the Board to review the previous request for approval of using alternate soil standards for a four-lot proposed subdivision. Supervisor Alfords reviewed the motion made at the April 13, 2011 Town Board Meeting at which time the Board required, as conditions to approving alternate soil standards, the installation of mound septic systems and drain tile to light. It has since been advised that the Town Board can only approve or deny the soil standards, not make requirements. Supervisor Alfords further noted that over the past week, the proposed road location has been reviewed and several questions have come up. Supervisor Alfords directed attention to the Sherburne County Subdivision Ordinance Section 11 General Regulations, Subdivision 1, 6C-Developable Lot that require that each lot have 10,000 sq. ft of undisturbed and contiguous land. Gary D'Heilly advised this is covered under the preliminary plat. Supervisor Alfords further advised that septic systems must be contiguous too. Gary D'Heilly advised this would also be corrected and shown on the preliminary plat. It was noted there would need to be a significant amount fill brought in to place road where it is shown. Gary D'Heilly advised the County determined where the road was to be placed.

Gary D'Heilly again advised the mottling is not the result of high ground water levels. He advised the mottle layer follows the terrain and causes rainwater to not be able to drain down. Gary D'Heilly advised the top layer of soil is approximately 18" of sand and gravel, which transitions into a silt layer. He noted no clay was found. He further advised 20+ soil borings were taken on the properties and only two spots with 3' foot separation could be located. Most of the area ranged from 18" to 22", therefore the use of alternate soil standards are being pursued. The lowest floor has to be 1' above mottling. With tests done so far, they believe they can meet the alternate soil standards.

Supervisor Alfords mentioned there are many open lots in the inventory at this time and advised he was concerned about approving a marginal plat with the abundance of developed lots currently available in the Township; and the increasing number of road miles with no houses built, that the Township has to maintain. There was further discussion regarding the cost of filling the wetland and installation of the first driveway; the status of the existing buildings. It was also noted that with the historic problems of maintaining County Road 72 at the proposed intersection, building and maintaining a township road there would be cost prohibitive. Supervisor Alfords advised the County is asking if the Township will support this proposed development and in turn, the County will need to approve development of this property.

Gary D'Heilly advised he has talked to the Board of Water and Soil Resources (BWSR) regarding wetland mitigation and the developer has already been advised he will have to mitigate a rate of 2 to 1. Supervisor Hayes inquired what the time frame is of when the Township takes over maintenance of a road after it is constructed.

Supervisor Alfords asked the owner, Doug Pietig, what his intentions were for the plat. Mr. Pietig advised he wanted to sell the house build another one.

Chairman Hofer advised during the road tour areas of road deterioration were found in places where there are no homes; therefore, it is questionable if creating more roads to maintain is in the best interest of the Township. Supervisor Stahlmann inquired where the closest Township road is compared to this proposed road, noting the expense of deadheading the distance as an increased cost of maintenance. The Township map was reviewed and it was noted there would most likely never be a connecting Township road. It was noted if only one additional house was built, it could remain a private road or driveway; and, the rest could be platted as an outlot for future development. Doug Pietig advised he would need to consult with his partner regarding this.

Supervisor Alfords motioned to approve support of the use of alternate soil standards for one additional building site (total of 2 building sites) and to leave the remaining property as an Outlot. Supervisor Hayes seconded. All were in favor. The motion carried.

It was further noted that the County would be advised there would be no Township road, and instead there will be an easement for the driveways; and, that the Big Lake Town Board prefers to see this property platted as a Simple Plat.

b) Sherburne County Comprehensive Plan Comments – Clerk Hayes advised the County Planning & Zoning Office has produced an updated draft comprehensive plan. The county is requesting that all Town Boards review the draft and submit comments. The plan may be viewed online, or a CD copy is available from the Clerk's Office. Clerk Hayes will place the County Draft Comprehensive Plan again on the May 11<sup>th</sup> Town Board meeting agenda. Comments must be returned to the County Planning & Zoning Department no later than May 19, 2011. Supervisor Leslie advised he noticed there was no mention of Big Lake Township Parks and City of Big Lake Parks are covered extensively. He further noted in the introduction of the Township, the photo shown as figure 9.15 could be improved. Supervisor Stahlmann questioned the population projections and if these are really feasible estimates for growth considering the housing and economic climate.

c) Other-Meetings-Updates – Clerk Hayes advised that the Township has been receiving minutes from the Big Lake Community Education Advisory Council meetings. She further advised that she noticed in the Winter/Fall 2010 guide that she is listed as a member of the advisory council and inquired if the Town Board wanted her to be attending these meetings or if a Board Member would be interested in representing the Township. Supervisor Alfords motioned to send the Clerk to the Big Lake Community Ed. Advisory Council Meetings. Supervisor Stahlmann seconded. All were in favor. The motion carried.

## **BUSINESS FROM THE SUPERVISORS/COMMITTEE REPORTS**

### **TOWN ROADS**

1) Other-Meetings-Updates – Township Engineer, Todd McLouth advised patching would begin soon. The Schwalbe Easement and Vacation on 191<sup>st</sup> Street is nearly complete. The Eddy Easement on 211<sup>th</sup> Avenue is also nearing completion. There has been a question regarding signatures on the easement. This will be finalized and the easement will be emailed to Robert Eddy for review. Supervisor Alfords advised the road tour has been completed. Work orders lists are being developed. Supervisor Stahlmann inquired about the status of the 170<sup>th</sup> Street and 182<sup>nd</sup> Avenue Ridgewood Heights drainage issue. He advised he noticed a couple of driveway culverts are missing in the area. Supervisor Alfords advised the Sanford's and Kelly's have given permission to reset the culvert so it doesn't allow the drainage water to come onto the road. Treasurer Warneke advised Spring Road Weight Restriction for the Central Zone would be lifted on Wednesday, May 11 at 12:01 a.m. He further noted it is possible to lift the restrictions on May 2, when the Metro Zone restrictions are lifted.

### **CHAIRMAN'S REPORT**

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

### **SUPERVISOR'S REPORT**

1) Other-Meetings-Updates – Supervisor Hayes advised he attended the Big Lake Fire Relief Association meeting. The Association arranged for a speaker to come in and give an overview of what the relief association is supposed to do for its members. Recommendations will be implemented as appropriate to make the association more beneficial to the Fire Department members.

### **BUSINESS FROM THE TREASURER**

a) Other-Updates-Meetings – Treasurer Warneke advised the total cash balance as of April 27 is \$2,052,245.96. This is a \$212,000. drop since the beginning of the year. Treasurer Warneke advised he had no issues or concerns with the budget. Supervisor Stahlmann motioned to approve the Treasurer's Report. Supervisor Hayes seconded. All were in favor. The motion carried.

### **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 8:09 p.m.

Respectfully Submitted,

Laura Hayes, Clerk

Robert L. Hofer, Chairman