

Monthly Board Meeting  
Minutes  
May 11, 2011

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

On Wednesday, May 11, 2011, 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 3 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  
                                  Larry Alfords, Supervisor  
                                  Jim Stahlmann, Supervisor  
                                  Ken Warneke, Treasurer (arrived at 7:05 p.m.)  
                                  Laura Hayes, Clerk  
                                  Kristie Woolard, Deputy Clerk

Board Members Absent:     Mike Hayes, Supervisor  
                                  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 agenda as presented. Supervisor Stahlmann seconded. All present were in favor. The motion carried. The meeting proceeded in accordance with the agenda as presented.

Supervisor Stahlmann motioned to approve consent agenda items: a) Approval of Minutes: Regular Monthly Board Meeting 4-13-11 and Second Monthly Meeting 4-27-11. b) Approve List of Claims (Disbursement List will be Received at Meeting). Supervisor Alfords seconded. Each Supervisor abstained from approval of their payroll claim. All present were in favor. The motion carried.

#### OPEN FORUM

Sherburne County Sheriff Deputy, Captain Steve Doran appeared before the Board to respond to any concerns from the Township. He inquired if Big Lake Township would be interested in coordinating with other Townships for after hours animal control for dogs. Captain Doran further noted the Sheriff's Department is considering what could be done within their department; however, this is not a budgeted item for the Sheriff's Department. Supervisor Leslie advised there had recently been a break-in and vandalism of the cabin at Lion's Park. Captain Doran advised there could be extra patrols put on for the park.

Sherburne County Soil and Water Conservation District Manager, DeAnna Doran appeared before the Board to present information about the Mid-MN Mississippi River Resource Conservation & Development (MMM RC & D) program and the Sherburne Soil & Water Conservation District (SWCD). The SWCD has received a grant from the MMM RC & D that will be used to hold naturalist-led park programs at the Bridgeview, Oak Savanna and Grams Parks on specific days in the month of June.

#### BUSINESS FROM THE CLERK

a) Big Lake Town Comments on Sherburne County Comprehensive Plan – Board members commented on the draft comprehensive plan. 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, and recommended that the picture be replaced with a photo of the Big Lake Lion's Park Playground, the Town Hall or the entrance sign to the Big Lake Lion's Community Park. Supervisor Stahlmann questioned the population projections and if these are really feasible estimates for growth considering the housing and economic climate. It was further noted the plan contains a lot of information regarding the US Highway 10 and 169 corridors. Supervisor Alford noted each Township should have been automatically scheduled to sit down with a County Zoning Department Representative to discuss the plan, specific to its Township.

b) Building & Grounds Committee – Purchase of Cedar Fence for Garbage Area - Clerk Hayes advised the building and grounds committee met and discussed several maintenance items for the park. The fence surrounding the garbage area needs to be replaced. Supervisor Leslie recommended that lattice top, 5'4" x 8' cedar panels be purchased, noting the Lion's Club will donate the labor to install. With supplies, the total cost is estimated at \$600. There was brief discussion regarding alternate construction materials. Supervisor Leslie motioned to approve the purchase of cedar panels at an approximate cost of \$600. Supervisor Stahlmann seconded. All present were in favor. The motion carried.

#### c) Other-Updates-Meetings -

Supervisor Leslie presented a quote from Two Guys Painting for the preparation and (3-color) painting of the Merry-Go-Round at Big Lake Lion's Community Park in the amount of \$950. It was noted the project will take approximately 3 days and the area will be fenced while work is in progress. Supervisor Alford motioned to accept the quote as presented. Supervisor Stahlmann seconded. All present were in favor. The motion carried.

Supervisor Leslie shared preliminary information regarding the options for paving or using class 2 granite for the walking path. Supervisor Stahlmann inquired how long the path has been in place and shared that his experience has been the longer the base is in place and packed down, the better the asphalt surface is. More information will be forthcoming at a future meeting. No action was taken by the Board.

Clerk Hayes advised the Town Hall double septic holding tanks will be scheduled for pumping.

Clerk Hayes advised neither Supervisors Hayes nor Stahlmann will be able to attend the June 6<sup>th</sup> and 7<sup>th</sup> Legislative and Research (L & R) meeting in Breezy Point. Supervisor Stahlmann noted it is quiet year for Township in regard to State Legislation.

Clerk Hayes advised that the Board will be asked to adopt a resolution adopting Section 20 of the Sherburne County Solid Waste Ordinance at the May 25<sup>th</sup> Second Monthly Meeting. It is the intent that this will meet the requirements of the MS4 Annual Report for 2010; and, the requirement of the permit that an ordinance or other regulatory mechanism be established prohibiting illicit discharges and/or non-stormwater discharges from entering the MS4.

Clerk Hayes advised the Big Lake Chamber of Commerce is hosting a lunch and presentation with Secretary of State, Mark Ritchie on May 31<sup>st</sup>. Clerk Hayes plans to attend.

## BUSINESS FROM THE SUPERVISORS/COMMITTEE REPORTS

### TOWN ROADS

#### 1) Other-Updates-Meetings –

Treasurer Warneke gave several updates including the lifting of spring road weight restrictions on May 11 at 12:01 a.m. He advised street sweeping has begun, crackfilling will start soon. The beaver dams have been removed to avoid flooding of 211<sup>th</sup> Avenue. Supervisor Alford advised he and Todd McLouth have been working on repairing the 170<sup>th</sup> St./182<sup>nd</sup> Ave. drainage issues.

### CHAIRMAN'S REPORT

1) Other-Updates-Meetings – The Chairman had no items to report on at this time.

### SUPERVISOR'S REPORTS

1) EDA – Supervisor Stahlmann advised conversation continues regarding the rail park. An assisted living facility is being proposed in the City of Big Lake. There were no items pertaining to the Joint City and Township ventures.

2) Northstar – Supervisor Stahlmann advised the new NCDA chair is a Stearns County Commissioner and was elected under open nomination. The next NCDA meeting will not be until December 2011. Supervisor Stahlmann noted that ridership continues to increase each month over the prior year, same month.

3) Other-Updates-Meetings -

#### **BUSINESS FROM THE TREASURER**

a) Monthly Report – Treasurer Warneke reviewed the cash balance statement. He advised there were no changes in bank accounts in the past months. Total government funds and total escrow funds are \$1,977,308.43. Treasurer Warneke reviewed the Interim Financial Reports for the 101,102,103 and 402 accounts. He advised they are on target for the middle of the second quarter. He noted animal costs have seen a recent rise. A portion of the street sweeping costs and the 1<sup>st</sup> half special assessment payment for Industrial Park East expansion area has been paid in tonight's claims. Supervisor Alfords motioned to approve the Treasurer's Report. Supervisor Stahlmann seconded. All present were in favor. The motion carried.

#### **OTHER BUSINESS FROM THE BOARD**

There was brief discussion regarding the May 7, 2011 clean up day. The Clerk, Board and volunteers were recognized for another very successful clean up day event. Clerk Hayes advised the event went very smoothly. She advised Allied Waste had a new manager onsite for the event and he did an excellent job of keeping the trucks and appliance/electronics cages changed out throughout the day. Clerk Hayes further noted that several Big Lake Fire Department personnel were present and worked all morning before an afternoon of drills; and, a couple of fire fighters volunteered to stay all-day and work. At this time there are no tonnage counts, but there were 629 vehicles through the gate in total. 322 from Big Lake Township, 233 from the City of Big Lake and 74 from Orrock Township.

#### **ADJOURNMENT**

A motion was made by Supervisor Leslie to adjourn the meeting. Supervisor Alfords seconded. All present were in favor. The motion carried. The meeting adjourned at 8:14 p.m.

Respectfully Submitted,

Laura Hayes, Clerk

Robert L. Hofer, Chairman