

Monthly Board Meeting
Minutes
June 11, 2012

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

On Monday, June 11, 2012, the Big Lake Town 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 was 1 person 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
 Ken Warneke, Treasurer
 Laura Hayes, Clerk
 Kristie Woolard, Deputy Clerk

Board Members Absent: Jim Stahlmann, Supervisor

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

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

Supervisor Leslie motioned to approve consent agenda items: a) Approval of Minutes: Regular Monthly Board Meeting 5-9-12, and Second Monthly Meeting 5-23-12. b) Approve List of 75 Claims totaling \$63,591.68. Supervisor Alfords seconded. Each Supervisor abstained from approval of their payroll claim. All present were in favor. The motion carried.

BUSINESS FROM THE CLERK

a) Re-organize Committees:

Finance: Laura Hayes, Bob Hofer, Ken Warneke

Fire: Laura Hayes, Jim Stahlmann, Ken Warneke

EDA: Norm Leslie, Bob Hofer, Larry Alfords – Alternate; and, remove EDA Expansion Committee appointments.

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Combine #12 Sherburne County Soil & Water Conservation District and #13 Sherburne County Water Plan Advisory Meetings: Bob Hofer and Jim Stahlmann alternate. This appointment recommendation will be forwarded to the Sherburne County Board of Commissioners for approval.

County Planning Advisory Board: Currently John Norgren is the designated alternate and will attend all meetings until further notice and discussion with Sherburne County Planning and Zoning.

Joint Transportation #11 and Northstar #9: Will be combined under Town Roads. The Town Roads committee will be renamed Town Roads/Transportation.

Supervisor Alford's motioned to approve the committee assignment changes as discussed and presented. Supervisor Leslie seconded. All present were in favor. The motion carried.

BUSINESS FROM THE SUPERVISORS/COMMITTEE REPORTS

TOWN ROADS

1) Award Bid for 2012 Road Improvement Projects/Bituminous Patching & Overlays – Clerk Hayes reviewed the summary letter and bid tabulation received from Township Engineer, Terry Herman. Two bids were received for the project. Knife River Corporation-North Central in the amount of \$198,139.75 and Hardrives, Inc. in the amount of \$204,763.67. The engineer's estimate, based on the plans, was \$215,000. The low bid reflects a 7.9 percent decrease from the engineer's estimate. The Township Engineer recommended the bid be awarded to the low bidder, Knife River Corporation-North Central in the amount of \$198,139.75. Supervisor Alford's motioned to award the bid as recommended by the Township Engineer, to Knife River Corporation-North Central in the amount of \$198,139.75. Supervisor Leslie seconded. All present were in favor. The motion carried.

2) Other-Updates-Meetings – Supervisor Alford's advised the 218th Avenue project will start after July 4, 2012. Although utilities are located outside of the right-of-way, they will be marked.

CHAIRMAN'S REPORT

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

SUPERVISOR'S REPORT

1) Other-Updates-Meetings – Supervisor Leslie advised he attended the EDA meeting. The Big Lake Industrial Park has been listed with a real estate broker for the past 2-years with no activity. The EDA has decided it should be relisted with a different real estate broker.

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BUSINESS FROM THE TREASURER

a) Monthly Report – Treasurer Warneke reviewed the cash balance statement. Total government funds are \$2,080,055.50. Treasurer Warneke reviewed the Interim Financial Reports for the 101,102,103, 402 and 703 accounts. He advised the general road maintenance budget has not been spent. The funds are on track and within budget. The 102 account has a current balance of \$1,026,587.32. The first half property tax settlement will be received the end of June which will increase the fund balance. The 402 account is down and has a current balance of \$27,244.06. The 402 account will also receive the first half property tax settlement. The 703 account has disbursed \$114,901.46 to date, which is within budget. A check was issued last Friday for the ATV & Trailer purchased from the donation account. Supervisor Leslie motioned to approve the Treasurer's Report. Supervisor Alford's seconded. All present were in favor. The motion carried.

ADJOURNMENT

A motion was made by Supervisor Leslie to adjourn the meeting. Supervisor Alford's seconded. All present were in favor. The motion carried. The meeting adjourned at 7:26 p.m.

Respectfully Submitted,

Laura Hayes, Clerk

Bob Hofer, Chairman