

Second Monthly Board Meeting
Minutes
July 25, 2012

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

On Wednesday, July 25, 2012, 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 3 people in the audience at the start of the meeting. Roll call was taken by the chairperson.

Board Members Present:

- Bob Hofer, Chairman
- Norm Leslie, Supervisor
- Larry Alford, Supervisor
- Jim Stahlmann, Supervisor
- Bruce Aubol, Supervisor
- Ken Warneke, Treasurer
- Laura Hayes, Clerk
- Kristie Woolard, Deputy Clerk

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

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

Supervisor Alford motioned to approve consent agenda items: a) Approve list of 15 claims totaling \$15,721.66 (disbursement list will be received at meeting). Supervisor Stahlmann seconded. All were in favor. The motion carried.

OPEN FORUM

Sherburne County Sheriff’s Deputy, Captain Steve Doran was present. He advised within the past month there have been two automobile accidents that required airlift transport to hospitals. One accident is criminal vehicular and involves two small children.

BUSINESS FROM THE CLERK

a) Judith Hidde/2-Year Extension “Hidden Hideaway” Consisting of 18 Lots - Judith Hidde appeared before the Board to request an extension of the preliminary plat of “Hidden Hideaway” consisting of 18 lots. Clerk Hayes noted a 2-Year extension was granted in 2008

and 2010; and, that it is not uncommon in the current construction climate for developers to request extensions to plats that have received Preliminary plat approval. John Norgren advised the Sherburne County Planning Commission has heard this request and approval was given contingent upon Big Lake Township recommending a 2-Year Extension. He further noted the Planning Commission advised Judith Hidde there might be environmental issues and rule changes that the plat will be required to comply with prior to final plat approval. Supervisor Leslie motioned to recommend a 2-year extension of the preliminary plat of "Hidden Hideaway". Supervisor Alford's seconded. All were in favor. The motion carried.

BUSINESS FROM THE SUPERVISORS/COMMITTEE REPORTS

TOWN ROADS

1) Other-Updates-Meetings –

- Treasurer Warneke advised Knife River blacktop projects are complete. Driveway approaches are in process.
- Seal Coating begins August 8, 2012.
- Mowing is nearly complete.
- Crews were working on 166th Street and Enger's Addition last Friday, July 20, 2012.

CHAIRMAN'S REPORT

1) Other-Updates-Meetings – Chairman Hofer advised he and Larry attended the Mississippi River proposed bridge-crossing meeting held by the City of Monticello today at 5:30 p.m. Supervisor Alford's advised the City of Monticello has not put together an objective and it unclear if the purpose is to provide a crossing for local traffic or for commuters. They are moving ahead with studies. It is known that the Minnesota Department of Transportation will not participate in any funding of the project.

SUPERVISOR'S REPORT

1) Other-Updates-Meetings – Supervisor Stahlmann advised he will be attending the Fire Board meeting tomorrow night. Treasurer Warneke and Clerk Hayes will also be attending.

TREASURER'S REPORT

1) Other-Updates-Meetings -

Treasurer Warneke advised one of the Township's Certificates of Deposit matures tomorrow and will most likely be reinvested for another year.

Review of Year Ended 12-31-2011 Financial Audit of the Town of Big Lake - Treasurer Ken Warneke presented copies of the Comprehensive Annual Financial Report for Year Ended December 31, 2011 to all Board Members at the July 11, 2012 meeting for their review. Treasurer Warneke advised Big Lake Township has received a clean opinion. Treasurer Warneke reviewed the audit with the Board. The auditor's opinion is that the Township is in compliance with government standards of accounting. The Townships system of internal controls was tested. Division of responsibilities and control are between three people within

the office. Treasurer Warneke reviewed how the value of the Township's assets and depreciation were determined to fulfill the GASB34 requirement, which allowed for Townships to list their assets and move forward from that date rather than go back through the Township's history and try to place a value on previous assets. He advised the fixed assets purchased within approximately the last 8 years have been used to make this determination. He further advised assets have increased by approximately \$207,000. for the year. The Board had no questions following review of the audit. Supervisor Stahlmann motioned to acknowledge receipt of and approve the 2011 annual financial audit. Supervisor Leslie seconded. All were in favor. The motion carried.

OTHER BUSINESS FROM THE BOARD

Supervisor Stahlmann thanked everyone in the audience and his fellow Board Members and staff for the past 4 year working relationship. He acknowledged each Board Member's area of strength and commitment to the community. He stated his pride in the efficiency of the Township and urged his fellow Board Members to stay involved with the state legislature to protect Township rights; and, to remind them of the value of Township's and their efficient form of government.

Supervisor Alford's noted the need to interview candidates interested in filling Supervisor Seat #1. Supervisor Alford's motioned to appoint Supervisor Leslie, Chairman Hofer, Treasurer Warneke and Clerk Hayes to interview each of the candidates and make a recommendation to the Board. Supervisor Aubol seconded. All were in favor. The motion carried.

Treasurer Warneke advised the last payment for the lot in Knick Knack Knoll, purchased by the Township and City jointly for a future fire substation site, has been made to the Bank of the North. There has not been any further pursuit to establish a substation on the site since receiving one quote for the infrastructure necessary for construct a fire tanker filling location. Treasurer Warneke further noted that during previous Town Board meetings, the Board has heard from residents interested in the possibility of constructing a park/playground in the neighborhood and this lot was noted by the Board as a possible location. Supervisor Leslie advised he has been investigating costs of playground equipment and reviewing the location since he has been made aware that residents in the Meadowlands development are considering the possibility. Supervisor Leslie motioned to have Treasurer Warneke inquire with the City of Big Lake if they wish to continue joint ownership of the lot for use as future fire substation; and, if this is a feasible use for the lot. Supervisor Alford's seconded. All were in favor. The motion carried.

ADJOURNMENT

A motion was made by Supervisor Stahlmann to adjourn the meeting. Supervisor Leslie seconded. All present were in favor. The motion carried. The meeting adjourned at 7:44 p.m.

Respectfully Submitted,

Laura Hayes, Clerk

Robert L. Hofer, Chairman