

Monthly Board Meeting
Minutes
September 14, 2016

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

On Wednesday, September 14, 2016 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.

Chairman Hofer called the meeting to order at 7:12 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
 Bruce Aubol, Supervisor
 Steve Pfliegaar, Supervisor
 Ken Warneke, Treasurer
 Laura Hayes, Clerk
 Brenda Kimberly-Maas, Deputy Clerk

Board Members Absent: Larry Alfords, Supervisor

Supervisor Pfliegaar motioned to approve the agenda. Supervisor Aubol seconded. All were in favor. 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: Second Monthly Board Meeting 8-24-16. b) Approve List of Claims & Payroll. Supervisor Pfliegaar seconded. All were in favor.

OPEN FORUM

Gregg Corrow, Edina Realty and spokesperson for the property owner of 18965 146th Street NW, Elk River, PID #'s 10-402-0250 and 10-402-0255 appeared before the Board to discuss the failing septic system that needs to be replaced at this property. According to the septic designer, the septic line will need to cross a storm sewer pipe which Big Lake Township has an easement over. There was brief discussion. The Board advised they would have a permanent easement agreement drafted to document the Board's approval for the septic line to encroach into the easement. Clerk Hayes will work with the Township Attorney to draft.

Big Lake Fire Chief, Paul Nemes appeared before the Board. He advised there were 7 total calls in August, and 9 calls so far in September. 5 calls were storm related, some due to lightning strikes. There were no fires or injuries. September training is scene

size-up and truck/equipment placement. This afternoon was the table top exercise preparing for Thursday night's pipeline training in the Sherburne Wildlife Refuge area sponsored by Koch Pipeline and Sherburne County EMS. The Big Lake Fire Department has created the bid specs for the SCBA's. It is anticipated call for bids will be done soon.

BUSINESS FROM THE CLERK

A) Sale of Tax Forfeited Land/Sherburne County – Clerk Hayes advised the Board the list of Tax Forfeited Land for Sale has been received from the County. Two parcels are listed. One in particular could be useful for the purposes of redefining road right of way. Parcel # 10-517-0050 will be reviewed by the Road Committee and brought back to the Board with a recommendation to either purchase or release for sale to the County.

B) Discuss Changes at Big Lake Branch of GRRL Regarding Project Room and Room Use Policy - Supervisor Norm Leslie advised the City has made significant changes to a portion of the Big Lake library space. The program room, formerly known as the Cargill Room, named in recognition of the \$7,000. Donation by Cargill, has been re-designated as the community room. The City has revised the room use policy for that area, changing it from library space and moving its jurisdiction to the police department. This change will reduce the size of the library by approximately 1/3 and eliminates the break room for the library staff. The Town of Big Lake was not made aware of this change until it was reported in the West Sherburne Tribune. The Board had several questions including, the reduction in size of the library in relation to the agreed upon contribution of \$21,000. annually (based on 6,900 sq. ft.) by the Township; and, what the \$21,000. is used for/pays for, for the library. Supervisor Pfliegaar motioned to hold payment for 4th quarter 2016 library contribution, and future payments if necessary, until a meeting is held with the City Council to discuss the policy and building changes. Supervisor Leslie seconded. All present were in favor. The Board also mentioned again their desire to meet on a quarterly basis with the City of Big Lake to discuss items of mutual interest and partnership. Clerk Hayes was directed to follow-up with the City to schedule a meeting.

C) Other-Updates-Meetings – Clerk Hayes was advised by Sherburne County Zoning Administrator, Nancy Riddle that Mortenson Construction would be contacting the Township regarding placement of utility poles on property owned by the Hallila family in the Township. Michael Larson, Mortenson Construction contacted the Town Clerk's Office to discuss the placement of 5 poles by their company for the project. The project has a total of 16 poles. The other 11 would be placed by possibly the purchaser of the power, Xcel Energy. Had the 27 acre property site stayed in the Township, the poles would be part of the IUP application and would be part of the conditions of the IUP. The County has requested the Township to review and offer a suggestion regarding what they require, if anything. County Zoning has suggested the poles could be just utility poles installed at the outermost edge of the road right of way, as all other utility poles are. Supervisor Aubol and Supervisor Alford will discuss with County Zoning Administrator and Assistant Administrator on Monday, September 19, 2016.

BUSINESS FROM THE SUPERVISORS/COMMITTEE REPORTS

TOWN ROADS

1) Other-Updates-Meetings – Township Engineer, Ross Abel advised contracts for the water quality project on 224th Avenue and 154th Street on Birch Lake need to be signed. The Overlay & Patching will be followed by Class 5 & turf restoration. The overlay on 203rd Avenue in Aspen Hills will be increased to 2” to eliminate potholes in the alligator areas. A change order to the paving and overlay improvements will be presented proposing to increase the project cost by \$61,500. For the patching and overlay of 2,100 linear feet on 152nd Street and the removal of 212th Avenue in Thompson Lake Pines from the plan.

CHAIRMAN'S REPORT

Chairman Hofer advised he had nothing to report at this time.

SUPERVISOR'S REPORT

1) Other-Updates-Meetings – Supervisor Leslie advised he attended this month's EDA meeting. He presented information from the City of Big Lake housing needs study. According to the study, rental space is a premium. The City Attorney is reviewing the contract with Palmer Wireless to provide internet service to the industrial park and surrounding as a second option to the current Windstream provider. It would be located on water tower #3 located by the Northstar site. The City of Big Lake has issued 47 single family dwelling building permits as of January 1, 2016.

BUSINESS FROM THE TREASURER

a) Monthly Report –Treasurer Warneke advised government funds and escrows total \$1,517,088.21. Treasurer Warneke advised he had no concerns. Supervisor Aubol motioned to approve the Treasurer's Report. Supervisor Pflieger seconded. All present were in favor.

OTHER BUSINESS FROM THE BOARD

Supervisor Leslie advised Supervisor Aubol has provided repaired parts for the little diggers located in the playground area at the park.

ADJOURNMENT

A motion was made by Supervisor Leslie to adjourn the meeting. Supervisor Pflieger seconded. All present were in favor. The meeting adjourned at 8:40 p.m.

Respectfully Submitted,

Laura Hayes, Clerk

Bob Hofer, Chairman