

**Annual Town Meeting  
Minutes**  
March 12, 2013

**TOWN of BIG LAKE**  
*“Sherburne County’s First 5-Member Township Board”*

On Tuesday, March 12, 2013, the Annual Town Meeting was held at the Big Lake Town Hall, located in Lions Park Community Center, 21960 County Road 5, Big Lake Township, County of Sherburne, State of Minnesota. The election polls were open for the annual township election as posted and published from 10:00 a.m. to 8:00 p.m.

Laura Hayes, Town Clerk, called the meeting to order at 8:07 p.m. There were 14 people in attendance when the meeting commenced.

**Election of a Moderator** - Bob Hofer nominated Jacque Nadeau to be moderator for the meeting. John Norgren motioned to close nominations and seconded the nomination. All voted in favor. Jacque Nadeau took over the meeting as moderator.

**Pledge of Allegiance** - All stood and recited the pledge of allegiance.

**Approval of the Minutes** –John Norgren motioned to approve the March 13, 2012 Annual Town meeting minutes as presented, and the September 12, 2012 Re-convened Annual Meeting as presented. Bob Hofer seconded the motion. All voted in favor. The motion passed.

**Treasurer’s Report** - Bob Hofer motioned to waive reading of all checks written and received, and to read a synopsis. John Norgren seconded. All voted in favor and the motion passed. Treasurer Warneke reviewed a summary financial report showing dollar amount and percent of budget spent for 2012 compared to 2011 for both revenues and expenditures. 2012 percent of revenue from taxes was 80%, a decrease of 2% from 2011. Treasurer Warneke advised the Township receives property tax revenue for their half ownership of the Industrial Park and 1992 OAA area. Total revenue for 2012 was \$1,342,245. Treasurer Warneke reviewed several of the expenditures, noting total expenditures for 2012 were \$1,264,751. He advised both revenues and expenses vary from year to year depending on when bills are sent or paid. He noted the outside annual CPA audit is conducted on an accrual basis. Treasurer Warneke advised the electorate that the Town Board of Supervisors held the annual audit of all financial records for the year ending December 31, 2012 at the February 27, 2013 Regular Monthly Board Meeting.

**Annual Fire Report** - Big Lake Fire Chief, Randy Miller advised the Big Lake Fire Department ended the year with a total of 209 emergency calls, which is similar to previous years. 2011-232; 2010 – 208; 2009 – 183; 2008-227; and 2007-228. The call breakdowns were 49% to City of Big Lake, 36% to Big Lake Township, 7% to Orrock Township and 8% were mutual aid. Total hours spent on call were 3718, which is down from 2011 with 4285 hours. Total training hours were up from 2011 which is related to adding four new firefighters in 2012. At this time there are 31 fire fighters on the roster out of 35 positions. 11 firefighters have 1 to 5 years of service; 7 firefighters have 5 to 10 years; 4 firefighths have 10 to 19 years and 9 have 20 years or more of service on the department.

## **Annual Town Meeting Minutes**

March 12, 2013

Page 2

The department will be looking to recruit new members in the spring 2013. Chief Miller reviewed the fire apparatus inventory and ages of equipment. He advised the next major purchases needed are a rescue snowmobile, a command vehicle (an SUV style truck), Self Contained Breather Apparatus (SCBA's), which include a bottle, harness and facemask for each fire fighter. Currently, there are 30 SCBA's, which have a life expectancy of 15 years. They currently work fine, but have only 6 years of life left and don't meet current standards that new SCBA's do. The current cost of a SCBA is approximately \$4,000. Turn out gear and auto extrication equipment. The fire department is fundraising to purchase a new set. Currently the extrication equipment available at the department is 7 years old and 26 years old. Big Lake Fire Fighters donated approx. 2677 hours in 2012 to community sponsoring events such as Fire Prevention, Open House, National Night Out, Rig Maintenance, SCBA maintenance & work details at the fire hall.

**Hospital Board Report** - New River Medical Center Chief Compliance Officer, Lynn Wieczorek presented the 2012 annual report. The hospital district was established in 1961. The New River Medical Center is a Critical Access Hospital facility operating 25 beds. New River also operates an 89-bed skilled care nursing facility that also provides rehabilitation programs; and, the Monticello Cancer Center. Services offered by the hospital were reviewed in addition to vital statistics, and 2012 revenue and expenses. John Norgren inquired if 2014 is the expiration for hospital district levied taxes. Lynn Wieczorek advised that is correct and further noted that any new tax levies would have to be approved by all of the seven (7) hospital district entities.

**Open Forum** – No requests for the Town Board to consider; or, requests to consider when setting the proposed 2014 levy were presented. Sherburne County Commissioner, Ewald Petersen advised Minnesota's property tax levy percentage is 3.3%. The Counties, Townships, Cities and schools are all less than 2% each. Three of the last five County Road projects received bids that were substantially less than the engineer's estimates. Commissioner Petersen advised the State of Minnesota is working on establishing a health insurance exchange for compliance with new health care rules. Under the health care rule changes, 35,000 adults who don't currently qualify for medical assistance will be added resulting in the hiring of approximately 10 more social workers in the Sherburne County Health and Human Services Department. Commissioner Petersen further advised there will be a reduction in the 2013 green acres valuation from \$3,900. to \$3,450. in 2014. County wide home construction is increasing from 2<sup>nd</sup> to 3<sup>rd</sup> level valuations. In Big Lake Township, the former Minnesota Limited building will be getting a \$1 million addition.

**Past Years Report of the Town** - Big Lake Town Board Chairman, Bob Hofer advised the Town Board's primary goal in 2012 was to continue to keep 79 miles of Township roads well maintained. Chairman Hofer noted there were changes to the structure of the Town Board. Further noting Supervisors Steve Pflighaar and Bruce Aubol are doing an excellent job.

**Bailey Station Cemetery** – The Bailey Station Cemetery Board met on March 7, 2013. The Board reviewed the current rates and determined they were adequate. A quote has been received for the sandblasting, priming and painting of the cemetery fence and gate for \$4,000. to \$5,000. A second quote is being sought for comparison. Several columbarium niches were

## Annual Town Meeting Minutes

March 12, 2013

Page 3

sold in 2012. They are proving to be popular partially due to the cost savings of not having to pay for the opening and closing of a grave.

**Big Lake Township Storm Water Pollution Prevention Program (SWPPP)** – Clerk Hayes invited the public to share any opinions or comments on the Township’s SWPPP. The SWPPP is the “Storm Water Pollution Prevention Program”. The Township was mandated to develop this plan by the MPCA under their Municipal Separate Storm Sewer System. The Township was required to develop, implement and enforce a stormwater pollution prevention program designed to reduce the discharge of the pollutants to protect water quality and to satisfy the appropriate water quality requirements of the Clean Water Act. A Storm Water Pollution Prevention Plan was drafted and submitted to the MPCA on November 14, 2007. The Township submitted its first annual report for calendar year 2007 due in June 2008; and has submitted it annually since. During the April 2008 Annual Town Road Tour, the road committee took an inventory of Township storm drainage facilities. These outlets have been mapped and are inspected annually during the Town Road Tour. Since April 2009 the road committee has inspected these 12 culverts, greater than 18” in size, located under Township roads, and found no deficiencies or outside activities present. The plan is on file at the Clerk’s Office and is available for public review anytime during business hours.

**Old Business** – There was no old business presented for discussion.

**New Business** – There was no new business presented for discussion.

**Election Results** - Moderator, Jacque Nadeau announced the election results as follows:

Supervisor Seat #1:	Steve Pfliegaar	48
Supervisor Seat #1 Write In:	Timothy Brown	2
Supervisor Seat #3	Bruce Aubol	49
Supervisor Seat #4	Bob Hofer	48
Supervisor Seat #5	Norm Leslie	49

The Board of Canvass will meet at 7:00 p.m. on Wednesday, March 13, 2013 to certify the election results.

**Proposed Levy for 2014** - Treasurer Warneke presented the proposed levy amounts, which were reviewed by the Township Finance Committee:

General Fund	\$	135,000.
Road Fund	\$	493,000.
Big Lake Fire Fund	\$	64,000.
Cemetery Fund	\$	0.
Fire District #1 Fund	\$	9,000.
Fire Bldg./Equip. Fund	\$	64,000.
Economic Development	\$	77,000.
CIP Bond Redemption	\$	58,000.
Proposed 2013 Levy	\$	900,000.

## **Annual Town Meeting Minutes**

March 12, 2013

Page 4

The proposed levy for 2014 is the same total levy as 2013. Treasurer Warneke reviewed the estimated 2014 tax values, rate comparisons and tax capacities and noted the levy, as proposed, has decreased by 35% since 2008. Treasurer Warneke planned for a 3% tax capacity decrease when preparing this levy proposal. Treasurer Warneke advised the 2013 tax levy proposal was based on a 5% decrease also. Treasurer Warneke recommended accepting the report as tentative and finalizing the levy at the reconvened annual meeting on September 11, 2013. Ewald Petersen motioned to accept preliminary report and set the final levy at the Reconvened Annual Meeting on September 11, 2013. John Norgren seconded. All present were in favor. The motion carried. Treasurer Warneke advised the Township is in the process of letting bids for 2013 road improvements in Thompson Lake Pines, Sleepy Hollow and Peterson's Shorewood Acres. During the Spring road tour it will be determined which roads should have seal coat. The road committee currently plans to do approximately 7 to 8 miles of roads to keep on schedule to prevent further deterioration of pavement.

**Next Annual Meeting** - Bob Hofer motioned to set the date of March 11, 2014 for the next annual meeting, immediately following the closing of the polls at the Big Lake Town Hall. John Norgren seconded. All present voted in favor. The motion passed.

### **Adjournment**

A motion was made by Ewald Petersen to recess the annual meeting until September 11, 2013 at 7:00 p.m. at which time the levy, tentatively set at \$900,000. will be finalized. John Norgren seconded the motion. All voted in favor and the motion passed. The meeting recessed at 9:07 p.m.

Respectfully submitted by:

Laura Hayes,  
Town Clerk