



REGULAR MEETING  
WEDNESDAY APRIL 25, 2018 6:00PM

The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday April 25, 2018, at the Town of Big Lake Town Hall, located in the Big Lake Township's Lions Park Community Center, at 21960 County Road 5, Big Lake Township, Sherburne County, State of Minnesota. The meeting was called to order by Chair Aubol and the Pledge of Allegiance was recited. Chair Bruce Aubol, Supervisors Bob Hofer, Norm Leslie, Steve Pflieger, Larry Alfords, Treasurer Kenneth Warneke, Clerk Brenda Kimberly-Maas, Deputy Clerk Jayme Swenson, Town Engineer Ross Abel, Fire Chief Halverson, Commander Doran, a newspaper reporter and three audience members were in attendance.

#### **Approval of Meeting Agenda**

Motion/Second to accept the presented Agenda by: Hofer/Pflieger. All Present Supervisors Approved. Motion Prevailed. The meeting proceeded in accordance with the Agenda.

#### **Approval of Consent Agenda**

The Consent Agenda consisted of: a) Approval of Minutes – 4/11/2018 and Local Board of Appeal & Equalization 4/12/2018. b) Approval of Claims and Payroll. Motion/Second to Approve Consent Agenda by: Leslie/Pflieger. All Present Supervisors Approved. Motion Prevailed.

#### **Open Forum**

No Open Forum business brought forth.

#### **Sheriff's Report**

Commander Doran updated the Board that the calls are coming in at a regular pace. There were 248 calls to date in the Township. There was a short discussion regarding distracted driving, Commander Doran assured the Board that is a focus of the Sheriff's Department. The Department is expecting a rise in calls as the weather warms up.

#### **Big Lake Fire Department (BLFD) Chief's Update**

Just prior to the meeting commencing Chief Halverson was paged out to a call. Clerk Kimberly-Maas read the prepared Big Lake Fire Chief's Report. The BLFD teamed up the Big Lake Police Department and Liberty Elementary School to promote Light It Up For The MN Wild. The BLFD recently received training on blood born pathogens, right to know, pumps, first arrivals procedures, auto extractions and team building. The National Fire Academy held specialized training at the Department on the 21<sup>st</sup> and 22<sup>nd</sup>. Six new BLFD firefighters graduated Wednesday, April 18<sup>th</sup>. The new water tender order is complete and ready for submission. The 2018 Annual Chili feed was a success with the highest amount of funds raised, \$1,239.95 for the Big Lake Food Shelf. The BLFD would like to give a huge thank you to Lupulin Brewing, Big Lake Police Department Officer Sam Olson, Council Member Mike Wallen, Lupulin Brewing Owner Jeff Zierdt, and Sherburne County Sheriff Joel Brott for helping to make the 2018 Annual Chili Feed a success. The BLFD responded to 17 calls in March; one (1) mutual aid, five (5) in the City of Big Lake, three (3) in Orrock Township and eight (8) in Big Lake Township. The Department would like to acknowledge and thank firefighter Shawn Redden for 31 years of dedication to his community upon his retirement from the Department.

### **Business from the Clerk**

Clerk Kimberly-Maas presented to the Board, Clint Corrow who was requesting the Board to review his concept plan for the plat, Bluff's at Big Lake (previously named Rivercrest Farms – Phase II). After reviewing the concept plan, the Board requested a different design without cul-de-sacs. Clint let the Board know he will revise and plan to return to the following Board meeting.

Clerk Kimberly-Maas excused herself from the meeting and Deputy Clerk Swenson resumed Business from the Clerk.

Deputy Clerk Swenson requested the Board to review a request from Sherburne County Planning and Zoning Department. Their request is to continue an agreement, between the two entities, that was put into place in 2011. The agreement allows Planning and Zoning to designate the Big Lake Town Hall a temporary location to conduct business in the unfortunate event of catastrophe. The Board had no concerns with the County and Township continuing the agreement the designate the Big Lake Townhall as an Emergency Zoning location for the Sherburne County Planning and Zoning Department.

### **Supervisor Updates**

Supervisor Leslie shared with the Board the three (3) Big Lake Eagle Scouts will be completing their projects at the Big Lake Township's Lions Park. The park will receive new benches, a bike rack, a little lending library and an updated sign at the park entrance.

Supervisor Pflgebraar informed the Board that the Big Lake Fire Board meet for a Quarterly Meeting. The Fire Department recently converted to LED bulbs at an extremely discounted price. There is an expectation the electric bill will be reduced. The payroll software has been changed over to a version provided by the State of Minnesota. The software is free of charge, which will reduce the computer and software budget. The Department will hold a hiring campaign. The Big Lake Fire Department Board implemented a fee schedule for calls in response to negligent behavior. The Fire Board also approved the cement apron and water tender to projects to move forward.

### **Roads**

Ross Abel, Town Engineer, informed the Board that on April 19<sup>th</sup> at 10:00am, at Oliver and Surveying & Engineering Inc., the 2018 Bituminous Patching and Overlay bids were opened. ASTECH Corp. \$480,719.50, Oman Contracting Companies \$536,252.20, Knife River Corporation – North Central \$553,853.80, Park Construction Company \$591,383.25, Rum River Contracting \$634,837.90, and Hard Drives Inc. \$662,781.81. The bids do not include Area 4 Whitewater Estates. That area will be known May 8 as it is included in the Sherburne County Road 35 project bid. Town Engineer Ross Able recommends that the above bid be awarded to ASTECH. They were the lowest bid and the work previously provided for the Township has been to satisfaction. Motion/Second to award \$480, 719.50 for the 2018 Bituminous Patching and Overlay project to ASTECH, with the option for road location adjustments after the May 8<sup>th</sup> Area 4 Whitewater Estates bid is released: Aubol/Pflgebraar. All Present Supervisors Approved. Motion Prevailed.

The Road Committee scheduled the 2018 Spring Road Tour for May 1<sup>st</sup> and May 2<sup>nd</sup>.

### **Treasurer's Report**

Treasurer Warneke reviewed the financial statement with the Board and reported the cash balance of the Government Funds as \$891,795.53. Road budget, for snow and ice control plowing has been high and the last snow fall claims have not been received. He noted the 2018 snowplowing expenses had over run the budgeted amount and there would not be a surplus in the account, as he had hoped. He also reminded the Board there were a couple of years when the Town didn't perform as much road maintenance, because of the poor economy. He said has never considered borrowing from external sources before, but *if* the bituminous prices come in low, he suggested the Board be open to borrowing, either internally or externally, to get back on schedule. Motion/Second to approve the Treasurer's report by: Pflgebraar/Hofer. All Supervisors present

approved. Motion Prevailed. The Big Lake Fire Department’s water tender order is complete and ready for submission. Treasurer Warneke requests the Board for a motion to approve a 2018 budget adjustment to issue a pre-payment of \$47,433.50 to commence the production. Motion/Second to approve the payment of \$47,433.50 to Rosenbauer South Dakota, LLC for a Kenworth T370 Conventional Chassis, with the total price for the water tender of \$269,941.00 with the Town paying 50% in the amount of \$ 134,973.50: Pfleghaar/Hofer. All Supervisors present approved. Motion Prevailed.

**Reviewal of the City of Big Lakes Comprehensive Plan**

In the previous week, there was a committee meeting with Sherburne County Planning and Zoning to review the plan’s areas that could possible affect the Township. The Board reviewed a draft of comments from Sherburne County Planning and Zoning that summarized the meeting’s discussion points. A meeting will be set between the City of Big Lake, Sherburne County Planning and Zoning and the Township to further discuss the plan.

**Announcements**

None

**Adjournment:**

Motion/Second to adjourn the Regular Meeting at 7:25 by: Leslie/Hofer. All Supervisors present Approved. Motion Prevailed.

Respectfully Submitted,  
Jayme Swenson  
Deputy Clerk

Accepted this 9th day of May 2018, by the Big Lake Township Board of Supervisors.

\_\_\_\_\_  
Bruce Aubol, Chair

Attest: \_\_\_\_\_  
Brenda Kimberly-Maas, Town Clerk