



REGULAR MEETING
WEDNESDAY JULY 25, 2018 6:00PM

The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday July 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 NW, 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 Norm Leslie, Larry Alford, Bob Hofer Treasurer Kenneth Warneke, Clerk Brenda Kimberly-Maas, Deputy Clerk Jayme Swenson, Commander Steve Doran, Fire Chief Ken Halvorson, Ross Abel, Town Engineer, a newspaper reporter and five audience members were in attendance. Supervisors Steve Pflughar was absent.

PUBLIC HEARING – VACATION PORTION OF DUPONT AVE.

Motion/Second to open the public hearing at 6:01pm by: Leslie/Alford. All Present Supervisors Approved. Motion Prevailed. No comments or concerns were brought to the Boards attention. Motion/Second to close the public hearing at 6:02pm by: Alford/Hofer. All Present Supervisors Approved. Motion Prevailed.

Approval of Meeting Agenda

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

Approval of Consent Agenda

The Consent Agenda consists of: a) Approval Minutes – Regular meeting of 07/11/2018. b) Approval of the List of Claims & Payroll. Motion/Second to Approve Consent Agenda by: Leslie/Alford. All present Supervisors approved. Motion Prevailed.

Sheriff's Report

Commander Doran presented to the Board the July Sheriff's report, in which 266 contacts were made within the Township in July. The report indicates contact with individuals not citations issued.

Fire Chief's Report

Fire Chief Halvorson reported to the Board that the Department is up about 20 calls from this time last year. They are on pace for 215 calls in 2018. In 2017 there were 157 calls. There were two calls in the City of Big Lake, nine in Township and zero in Orrock for a total of 11 in July. There were no mutual aid calls. The training this month will be an 'All Hands On Training'. The Fire Station's front cement apron has been poured will cure for two weeks before use. The soil and sod repairs, associated with the project, will be completed by members of the Fire Department. There has been an increase in calls for motor vehicle collisions, including motorcycle collisions.

Open Forum

Richard Helms, a Hospital District Representative thanked all from the Township for their support and votes for the past 13 years. He announced that his position is open for election and he will not be running for re-election. Richard encouraged others to file for the position. The filing period is from July 31 to August 14, 2108. If the seat is not filled by another candidate, Richard stated he will remain in the position. However, he may be moving out of the District in the future and would need to resign at that time. The CentraCare Board

had a recent meeting in which Brian Doyle resigned as he moved out of Silver Creek Township. His position was filled by Linda Mielke after she was sworn in at the meeting. The building adjacent to the Monticello CentraCare Clinic will soon have specialty doctors available, for patient care.

Business from the Clerk

Clerk Kimberly-Maas presented to the Board Resolution 2018-17 to vacate a portion of Dupont Avenue NW in the Birch Lake Beach plat. The proposed area to be vacated would not affect another resident's property or the Township's property. The Vacation would allow the property owner to join his multiple parcels into one. There were no concerns reported to the Clerk's Office concerning the Vacation other than a call to clarify the location. Motion/Second to Adopt Resolution 2018-17 with Zero Damages Awarded by: Alfords/Hofer. All present Supervisors approved. Motion Prevailed

Piehl Encroachment/License Agreement – Meadowlands Third Addition Lot 4 Block 1. Jeff Piehl presented to the Board plans for a new driveway on his property, which crosses a Township's drainage and utility easement. Sherburne County Zoning requires that Jeff has a signed agreement with the Township to cross the easement before they will consider his request to apply for Building Permits. Motion/Second to approve an Encroachment Agreement for Meadowlands Third Addition Lot 4 Block 1, contingent upon legal description of the area involved provided to the Clerk by Jeff Piehl by: Hofer/Leslie. All present Supervisors approved. Motion Prevailed.

Spectrum/Charter Franchise REVISED Agreement & Ordinance. Charter representative Amanda Duerr reviewed the Franchise Agreement and changes that Charter would like to place in the new Franchise Agreement. The Board and Amanda discussed the proposed edits. Motion/Second for Clerk Kimberly-Maas to submit the Agreement with an Attorney versed in Franchise Agreements on behalf of the Township by: Hofer/Alfords. All present Supervisors approved. Motion Prevailed.

Clerk Kimberly-Maas presented to the Board a request from Andrew Berg at the United States Geological Survey (USGS). The request is to place a monitoring well in the South Right of Way along Hwy 10, near parcel 10-121-3121. The well is similar to the monitoring well located at the Township Maintenance facility. The request came to the Board because the current monitoring well was decommissioned by the property owner of the land on which it is located. Treasurer Warneke has been working Andrew to find optimal placement for the monitoring well and recommends the South Right of Way near 10-121-3121. Motion/Second to enter into an agreement with the United States Geological Survey (USGS) to install a monitoring well in the South Right of Way (ROW) along US Highway 10 NW near Parcel 10-121-3121 by: Alfords/Leslie. All present Supervisors approved. Motion Prevailed.

Clerk Kimberly-Maas requested the Boards comments on a Variance Request at 14637 187th Circle NW (Twin Pines). Patty Heitland approached the Board requesting a Right of Way setback variance to build an accessory building in the back of her yard along US Highway 10 NW. After the Board reviewed the plans, they took no formal action, and Tabled the item. The Board recommended that Patty have new plans drafted with details and look to adjust the placement of the shed prior to final submission to the County. The Board and Town Engineer, Ross Abel, agreed that he would have a site visit and report back his comments.

Deputy Clerk Swenson asked for a Road Committee Member to present the Ranch Road NW Bridge Replacement Resolution 2018-17 – Township Bridge Fund information. Supervisor Alfords shared with the Board inspection results of two Township culverts on Ranch Road NW. The culverts service Tibbets Brook and are over thirty years old. Both culverts have been deemed to be in need of replacement. He and Treasurer Warneke met with Sherburne County to discuss a funding program that could possibly pay for 90% the culverts cost due to their current condition. The Board would need to perform a hydraulics study as a part of the program. Motion/Second to adopt Resolution 2018 – 17 Resolution to Replace Town Bridge # L8139 Utilizing Town Bridge Funds, with said grammar changes by: Hofer/Leslie. All present Supervisors approved. Motion Prevailed.

Deputy Clerk Swenson presented options to buy space in the 2018-2019 Big Lake Community Guide. In 2017 a ¼ page color ad was placed with information about the Township. Motion/Second to run a ¼ page color ad for \$266, with the new Town logo and updates, in the 2018-2019 Big Lake Community Guide by: Leslie/Alfords. All present Supervisors approved. Motion Prevailed.

Business from the Board – Committee Reports/Updates

Chairman Aubol reported he attended the County Planning Advisory Board meeting and that a new solar garden will be built in Clear Lake Township on County Road 8. Supervisor Aubol also attended Big Lake Fire Department JPA Board Meeting and reports that the proposed BLFD budget is being worked on between the Town, City and Fire Chief. The Department will stop accepting Fire Fighter Applications soon. The Fire Chief is proposing an increase in the training budget for the department. There is need for cross training as well as advancement training.

Supervisor Alfords reported that he and Treasure Warneke met with Jeff Rhodes and the summer projects appear to be about 60% complete. The crew will begin crack filling the roads soon and revisit a few areas for sweeping.

Supervisor Leslie reported that the City of Big Lake Engineer, Layne Otteson, offered the help from a group of volunteer youth to perform simple landscaping projects at the Big Lake Township’s Lions Park. Layne also offered that occasionally the City has excess fill available he can share with the Township.

Roads

Town Engineer Ross Abel reported that the 2018 Overlay Projects final cost came in under budget and final payment has been calculated. The grand total project cost is \$601,800. They final payment to ASTEC will be \$128,130. The primary savings is due to a decreased need for patching than the Bid included. Ross also reported that the other 2018 Road projects are complete as well.

Treasurer’s Report

Treasurer Warneke reviewed the Financial Statements with the Board and reported the cash balance of the Government Funds (excluding the escrow funds) as \$1,354,833. 2018 Total Disbursements at \$1,461,564. and 2018 Receipts at \$1,123,869. Motion/Second to approve the Treasurer’s report by: Alfords/Hofer. All Supervisors present approved. Motion Prevailed.

Announcements

* ISD 728 Meeting with City, Township & Chamber Officials is Monday, July 30, 2018 from 2-4 p.m. at the 728 School District Office* Highway 25 Coalition will be meeting Thursday July 26, 2018 at 7:30 am held in the North Mississippi Room at Monticello City Hall.

Adjournment:

Motion/Second to adjourn the Regular Meeting at 7:22 pm by: Leslie/Alfords. All Supervisors present Approved. Motion Prevailed.

Respectfully Submitted,

Jayne Swenson
Deputy Clerk, Town of Big Lake

Accepted this 8th day of August 2018, by the Town of Big Lake Board of Supervisors.

Bruce Aubol, Chair

Attest: _____
Brenda Kimberly-Maas, Town Clerk