



**REGULAR BOARD MEETING
WEDNESDAY MARCH 27TH, 2019
6:00 pm**

The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday March 27, 2019 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 Bruce Aubol and the Pledge of Allegiance was recited. Vice-Chair Steve Pflughaar, Supervisor Norm Leslie, Treasurer Kenneth Warneke, Clerk Brenda Kimberly-Maas, Deputy Clerk Jayme Swenson, Town Engineer Ross Abel, Fire Chief Ken Halverson, Commander Steve Doran and a newspaper reporter were in attendance. Supervisors Larry Alfords and Bob Hofer were absent.

Approval of Meeting Agenda

Motion/Second to accept the presented Agenda by: Leslie/Pflughaar. 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 of Minutes; Regular meeting of 03/13 /2019. b) Approve List of Claims & Payroll. Motion/Second to Approve Consent Agenda by: Leslie/Pflughaar. All present Supervisors approved. Motion Prevailed.

Sherriff's Report

Commander Doran reported to the Board that February was a quiet month with 208 calls. The Department provided patrol service during a clean up effort on a property on 205th Avenue NW. Sherriff Joel Brott will attend the April 24, 2019 Town Board meeting to give the Sherriff's Department's Annual Report.

Fire Chief's Report

Chief Ken Halverson reported the Department responded to 17 calls in February. Last month's training was on search and rescue using the new auto extrication equipment. This month's training is on blood born pathogens. In April the Department will receive training on bus extrication. The ATV and other rescue equipment has been changed from a winter to a spring/summer response set-up. The six (6) newest members of the Department have finished their Basic and EMR training and testing, with the exception of Driving School. The Officer Training Unit One has two (2) classes left until its completion. The new water tender is still on schedule to arrive the end of May or early June. Chief Halverson is in the process of acquiring communication equipment and small tools for the truck, so it will be ready to put into use very shortly after its arrival. The Big Lake Fire Relief Association (BLFRA) hosted its annual chili cook off with a good turn-out. The annual BLFRA fundraising raffle and dance will take place August 03rd, 2019. Tickets are available for purchase. The Department has been utilizing the training reimbursement program from Minnesota Board of Firefighter Training and Education (MBFTE). This August the Department will be notified of the next session's (July 1st, 2019 to June 30, 2020) reimbursement amount for the program. It is predicted that the award amount allotted per Firefighter will be reduced next session.

Open Forum

NONE

Business from the Clerk

Clerk Kimberly-Maas administered, Supervisor Norm Leslie, his Elected Official Oath of Office. Norm retained Seat #5 in the 2019 Township Supervisor Election.

Clerk Kimberly-Maas presented to the Board the renewal invoice for the Town Board and Staff Group Life Insurance provided by Minnesota Benefit Association (MBA). Motion/Second to approve renewal of the life insurance policy, for the Board and staff, at its current level of coverage (platinum) by: Pflgebraar/Leslie. All Supervisors present approved. Motion Prevailed.

Clerk Kimberly-Maas presented to the Board the renewal annual contract for weekly cleaning service provided by Options Inc. She shared that there is no change in the pricing, the crew provides good service and recommends renewal. Motion/Second to approve renewal of the annual contract for weekly cleaning service of the Town Hall, provided by Options Inc. by: Leslie/Pflgebraar. All Supervisors present approved. Motion Prevailed

Clerk Kimberly-Maas requested the Board approve the Orrock and Big Lake Township Joint Road Agreement for Construction of the shared portions of 229th Avenue NW. Motion/Second to approve the Orrock and Big Lake Township Joint Road Agreement for Construction of the shared portions of 229th Avenue NW and accept the change of language of 8 d. in the Revised Construction and contingent upon confirmation of the road's length by: Leslie/Pflgebraar All Supervisors present approved. Motion Prevailed.

Business from the Board – Committee Reports/Updates

Supervisor Aubol reported he attended a Community Education meeting and a County Planning and Zoning Advisory meeting.

Supervisor Leslie reported he attended a County Board meeting that discussed, and passed, a Six-Month Moratorium on IUPs for Solar Farms and Solar Energy Systems, along Highway 10, 25 and 169 in the Townships of Big Lake, Livonia and Baldwin. The Interim Use Ordinance will allow time to better evaluate how solar energy systems fit within the County. Although the moratorium is for six months, the process could take less time.

Supervisor Pflgebraar reported he attended a Highway 25 Coalition meeting where discussion took place regarding a request for additional studies of the project. He also attended a County Economic Development Advisory meeting and reports that there is an offer to Google Inc. to allow 20-year tax abatement, should they choose to build a new facility in Sherburne County.

Roads

Engineer Ross Abel announced that the Town's 2019 Road Construction Project bids will be opened Wednesday April 3rd at 10:00 am, the Town Hall. Treasurer Warneke reported that there was some short-term flooding of roads in Sleepy Hollow and Birch Lake Beach. Daily, he monitored the Township for flooding concerns and placed road cones where appropriate.

Treasurer's Report

Treasurer Warneke reviewed the Treasurer's Report and Financial Statements with the Board. *Financial Reports are retained and available in the Clerk's Office.* Motion/Second to approve the Treasurer's report by: Pflgebraar/Leslie. All Supervisors present approved. Motion Prevailed.

CONVENE ANNUAL REORGANIZATIONAL MEETING

ELECTION OF CHAIRMAN OF THE BOARD & VICE-CHAIRMAN OF THE BOARD

Supervisor Leslie nominated Chairman Aubol to remain Board Chairman. Chair Aubol accepted the nomination. Motion/Second to close nominations and re-elect Chair Aubol as Chairman for the Town Board by: Leslie/Pfleghaar. All Supervisors present approved. Motion Prevailed. The election of Vice-Chairman will be tabled until next meeting to allow absent Supervisors to be present.

APPOINTMENT OF CLERK AND TREASURER

Chair Aubol called for the recommendation of Town Clerk and Town Treasurer. Motion/Second to retain Ken Warneke as Town Treasurer and Brenda Kimberly-Maas as Town Clerk by: Leslie/Phleghaar. All Supervisors present approved. Motion Prevailed.

SET THE HOURLY WAGE FOR THE TREASURER, CLERK, SUPERVISORS

The Finance Committee recently met and recommends the Board approve a 7% wage increase for both the Treasurer and Clerk with two (2) weeks paid vacation, and nine (9) paid holidays. Motion/Second to approve a 7% wage increase for both the Treasurer and Clerk, with two (2) weeks paid vacation, and nine (9) paid holidays. By: Leslie/Pfleghaar. All Supervisors present approved. Motion Prevailed.

Motion/Second to maintain the Supervisor hourly rate at its current rate of \$25 per hour by: Leslie/Pfleghaar. All Supervisors present approved. Motion Prevailed. The Deputy Clerk's wage will be set by Clerk Kimberly-Maas.

SET THE MEETING RATE FOR BOARD, TREASURER, CLERK & DEPUTY CLERK

Motion/Second to maintain the meeting rate for Board, Treasurer, Clerk & Deputy Clerk at its current rate of \$100 per meeting by: Pflghaar/Leslie. All Supervisors present approved. Motion Prevailed.

ESTABLISH MONTHLY BOARD MEETING DATES/TIME/LOCATION AND LEGAL HOLIDAY OBSERVATION

Motion/Second to adopt meeting dates, times and location as well as Clerk's office closures and legal holiday schedule as presented by: Pflghaar/Leslie. All Supervisors present approved. Motion Prevailed.

ESTABLISH DEPOSITORY OF TOWN FUNDS

Treasurer Warneke reviewed the current depositories Old National Bank (formerly Klein Bank), First National of Elk River, and the League of Minnesota Cities/ 4M Fund. He shared with the Board he is happy with their products and service and does not see a need for change. Motion/Second to ratify current depositories of Town funds by: Pflghaar/Leslie. All Supervisors present approved. Motion Prevailed.

ESTABLISH LEGAL POSTING AREA FOR TOWN NOTICES

Motion/Second to ratify current posting location as the outdoor bulletin board, at the Town Hall, for all Town Notices and Postings by: Pflghaar/Leslie. All Supervisors present approved. Motion Prevailed.

ESTABLISH OFFICIAL NEWSPAPER FOR TOWN NOTICES

Motion/Second to ratify West Sherburne Tribune as the official Town newspaper for all legal and public notices by: Pflghaar/Leslie. All Supervisors present approved. Motion Prevailed.

CONFIRM MILEAGE REIMBURSEMENT AT CURRENT FEDERAL RATE FOR CAR EXPENSES

Motion/Second confirming current Federal rate of \$.58 mileage reimbursement by: Pflghaar/Leslie. All Supervisors present approved. Motion Prevailed.

SET 2019 GOPHER BOUNTY

Sherburne County will maintain its \$1.00 reimbursement to the Town for bounties paid out to trappers. Motion/Second to maintain the Town's payable gopher bounty at \$2.00 per pair of front feet by: Pflgebraar/Leslie. All Supervisors present approved. Motion Prevailed.

REVIEW TOWN GENERAL FEE SCHEDULE

Tabled

RESOLUTIONS AUTHORIZING CONTRACT WITH INTERESTED OFFICERS UNDER MS § 471.88 SUBD. 5

Motion/Second to adopt Resolutions 2019-02, 2019-03, 2019-04, 2019-05 and 2019-06 Authorizing Contract with Interested Officers (with each Officer abstaining from their Contract vote) by: Pflgebraar/Leslie. All Supervisors present approved. Motion Prevailed.

APPOINTMENT OF SUPERVISORS TO COMMITTEES

Motion/Second to maintain the current representation to the Town Committees List with the exception of Supervisor Leslie replacing John Norgren as the alternate on the Sherburne County Planning Advisory Committee by: Pflgebraar/Leslie. All Supervisors present approved. Motion Prevailed.

LAST CALL FOR BUSINESS FOR THE REORGANIZATIONAL MEETING

No further business brought forth.

Announcements

- Sherburne History Center and Friends of Sherburne Refuge - Rhythm & Brews Fundraiser – April 6th at the Princeton Pizza Pub, tickets are available for \$25 each.
- Local Board of Appeal & Equalization meeting (Thurs April 11 at 9AM, at the Town Hall)
- ISD 728 Joint Meeting (Thurs. April 18, 9AM-11AM at the 728 district offices in Elk River)

Adjournment:

Motion/Second to adjourn the Regular Meeting at 6:58pm by: Leslie/Pflgebraar. All Supervisors present approved. Motion Prevailed.

Respectfully Submitted,

Brenda Kimberly-Maas, Clerk and Jayme Swenson, Deputy Clerk

Accepted this 10th day of April 2019, by the Town of Big Lake Board of Supervisors.

Bruce Aubol, Chair

Attest:

Brenda Kimberly-Maas, Town Clerk