



REGULAR MEETING  
WEDNESDAY JULY 10, 2019  
6:00 pm

The Town of Big Lake Board of Supervisors met in regular session, at 6:00pm, on Wednesday July 10, 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 Aubol and the Pledge of Allegiance was recited. Chair Bruce Aubol, Supervisors Norm Leslie, Larry Alfords, Dean Brenteson, Treasurer Kenneth Warneke, Clerk Brenda Kimberly-Maas, Deputy Clerk Jayme Swenson, Town Engineer Ross Abel, Sherburne County Commissioner (District 2) Raeanne Danielowski were in attendance. Supervisor Bob Hofer was absent.

**Approval of Meeting Agenda**

Motion/Second to accept the presented Agenda by: Leslie/Brenteson. Approved by all present Supervisors. None opposed. 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 06/26/2019 and Joint Powers Board Meeting of 06/26/2019 b) Approval of the List of Claims & Payroll by: Alfords/Leslie. Approved by all present Supervisors. None opposed. Motion Prevailed.

**Open Forum**

Sherburne County Commissioner Raeanne Danielowski, updated the Board on new employee appointments at Sherburne County. She shared that the application and interview process was very thorough. Bruce Messelt has accepted the position of the County Administrator. He will transition out of his current position, as Chisago County's Administrator. He will start as the Sherburne County Administrator in August. He succeeds Steve Taylor, who retired in June. Also, Michelle Moen accepted the position of Sherburne County Assessor. She will transition out of her current position, as Isanti County's Assessor. She will start as the Sherburne County Assessor in August. She succeeds Greg Olson, who will retire August 28.

Commissioner Danielowski shared that the Sherburne County Board of Adjustment is accepting applications for new Members. Interested residents can request an Application for Appointment by contacting the Sherburne County Zoning Department. The Board will be increasing to seven (7) Members. Currently the Board consists of five (5) Members, of which at least two (2) are on the County Planning Advisory Commission.

**Business from the Clerk**

Clerk Kimberly-Maas was notified, just prior to the meeting, that Mr. Shane Berg was not able to attend tonight's meeting to discuss his Agenda Item (6.a). Mr. Berg requested that he be placed on August 14, 2019 Regular Board Meeting Agenda.

Clerk Kimberly-Maas presented to the Board the received Request for Quotes (RFQ) for the Meadowbrook drainage project. Town Engineer Ross Abel discussed the quotes, which came in higher than the anticipated price. After review and discussion, the Board will reject the round of quotes. The Road Committee and Engineer Abel will redefine the project's scope, to reduce the cost of the project. Motion to reject the

received Request for Quotes (RFQ) for the Meadowbrook drainage project by: Alford/Leslie. Approved by all present Supervisors. None opposed. Motion Prevailed.

Clerk Kimberly-Maas presented to the Board the typed final draft of the Town's Committee List, as discussed at the previous Board meeting on June 26, 2019. Motion to ratify the Town of Big Lake's Committee List, as presented by: Alford/Brenteson. Approved by all present Supervisors. None opposed. Motion Prevailed.

**Business from the Board – Committee Reports/Updates**

Supervisor Alford will report under Agenda Item 8 a. Roads.

Supervisor Leslie reported that he attended the Big Lake Economic Development Authority (BLEDA). At their July 8, 2019 meeting, the BLEDA Board interviewed Brian Calva and a motion was passed to recommend that the City Council appoint Mr. Calva to the Board. He succeeds Doug Hayes, who moved out of the City of Big Lake. Discussion also took place on how the sale of Industrial Park property for \$1 will affect other aspects such as property values and commissions. Supervisor Leslie also updated the Board that the Town Hall is currently undergoing the, previously approved, energy efficiency project of retro fitting a majority of the lighting to LED. The project will be completed by Wes Olson Electric LLC. Supervisor Leslie also shared that on August 8<sup>th</sup>, 2019 the Town will host the MN Association of Township's District 7 Annual Meeting, at the Town Hall. A Power Point presentation, to showcase the Township, will be created for the event.

Supervisor Aubol brought to attention that multiple Final Plat Mylars have been approved and signed this year and more are in process for approval.

**Roads**

Town Engineer Ross Abel shared that the overlay projects are nearing completion. Shouldering and seeding will follow. The drainage improvement project at 159<sup>th</sup> Street and 227<sup>th</sup> Avenue in Birch Lake Beach is marked for the Road Committee to review to discuss an action plan with affected residents. Supervisor Alford also shared with the Board an exploratory bore in Woodland Hills, for possible organic matter decomposing under the road, will take place.

**Treasurer's Report**

Treasurer Warneke shared with the Board that the Town received its first property tax settlement of the year of \$623,847.27. He reviewed the Financial Statements and reported the cash balance of the Government Funds (excluding the escrow funds) as \$ 1,467,506.80 Total Disbursements at \$1,253,470.41 and Receipts at \$1,096,836.53. Including escrow funds Total Balance of \$1,802,102.35. He has no concerns. This year's road budget will require adjustments, as there have been unexpected expenses. Motion to accept the Treasurer's Report by: Alford/Leslie. Approved by all present Supervisors. None opposed. Motion Prevailed.

**Adjournment:**

Motion/Second to adjourn the Regular Meeting at 7:04pm by: Leslie/Brenteson. Approved by all present Supervisors. None opposed. Motion Prevailed.

Accepted this 24<sup>th</sup> day of July 2019, by the Town of Big Lake Board of Supervisors.

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Bruce Aubol, Chair

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