

Monthly Board Meeting
Minutes
January 8, 2014

TOWN of BIG LAKE
"Sherburne County's First 5-Member Township Board"
P.O. Box 75, Big Lake, Minnesota 55309

On Wednesday, January 8, 2014 the Big Lake Board of Supervisors met at the Big Lake Town Hall located in the Big Lake Lions Park Community Center at 21960 County Road #5, Big Lake Township, Sherburne County, State of Minnesota. The meeting was tape recorded for transcribing purposes only.

Chairman Hofer called the meeting to order at 7:00 p.m. There were 12 people in the audience at the start of the meeting. Roll call was taken by the Chairman.

Board Members Present: Bob Hofer, Chairman
 Norm Leslie, Supervisor
 Bruce Aubol, Supervisor
 Steve Pflieghaar, Supervisor
 Ken Warneke, Treasurer
 Laura Hayes, Clerk
 LaDonna Braun, Deputy Clerk

Board Members Absent: Larry Alfords, Supervisor

All present stood and recited the pledge of allegiance to the Flag of the United States of America.

Supervisor Leslie motioned to approve the agenda. Supervisor Pflieghaar seconded. All were in favor. The motion carried. The meeting proceeded in accordance with the agenda as presented. Supervisor Pflieghaar motioned to approve consent agenda items. The consent agenda consisted of: a) Approval of Minutes: Regular Monthly Board Meeting 12-11-13. b) Call the Quarterly Meeting of the Sherburne County Association of Townships Meeting January 15, 2014 at 6:30 p.m. at Big Lake Town Hall. c) Call Annual Joint Meeting Big Lake City, Town of Big Lake, Orrock Township, Sherburne County and Big Lake School Dist. 727 January 16, 2014 at 7:00 p.m. at Big Lake City Hall. d) Adopt Resolutions 2014-01 Accepting Donations to the Big Lake Fire Department. e) Approve List of Election Judges for March 11, 2014 Township Election. f) Set Date for Local Board of Appeal & Equalization: Thursday, April 17, 2014 at 9:00 a.m. Big Lake Town Hall. g) Approve List of Claims (Disbursement List will be Received at Meeting). Supervisor Aubol seconded. All present were in favor. The motion carried.

Sherburne County Sheriff's Deputy, Commander Steve Doran presented the Board with the monthly call report. He advised there is an increase in traffic accidents, but had nothing else to report on specifically. The Town Board advised they had not issues or concerns.

BUSINESS FROM THE CLERK

a) Travis Jacobsen-IUP to Host/Operate Airsoft Games on Property – Travis Jacobsen appeared before the Board to request an Interim Use Permit (IUP) to host/operate airsoft games on his property at 22615 County Road 75. He provided an operation plan and proposal for the games. The Board read the Sherburne County Planning & Zoning review letter drafted by Jon Sevald, County Planner regarding the IUP application. Supervisor Aubol inquired about the trenches noted in the review letter and what they are used for. Travis Jacobsen advised these are part of the airsoft course. Supervisor Leslie inquired about the dangers of playing. Travis Jacobsen advised there is mandatory face/eye protection and protective gear worn. There was brief discussion regarding the size & location of the property; and, the proximity of neighbors. Supervisor Aubol motioned to recommend approval of the IUP request as presented. Supervisor Pflgebraar seconded. All present were in favor. The motion carried.

b) Angela Thom-CUP for a Home Business in Accessory Building-Activity Center/Daycare – Angela Thom appeared before the Board to request a Conditional Use Permit (CUP) for a Home Business in Accessory Building to operate an Activity Center/Daycare at her home at 14669 County Road 30. She provided a business operation plan for the Board to review. The Board read the Sherburne County Planning & Zoning review letter drafted by Jon Sevald, County Planner regarding the CUP application. Supervisor Aubol inquired about the 8" drain running down the center of the floor. Angela Thom advised this would be covered and carpeted. She advised the floor is heated and the activity center building will have its own kitchen and restrooms and will be able to handle up to 10 children at one time. She further advised the building will be inspected next week to receive a daycare operation license; and, she maintain a daycare license through the Sherburne County Health & Human Services Department. Supervisor Leslie motioned to recommend approval of the CUP request as presented. Supervisor Aubol seconded. All present were in favor. The motion carried.

c) Barry Dorniden, Representative for Titan Machinery-Great Elk Subdivision Preliminary & Final Simple Plat Approval – Barry Dorniden, Engineer, appeared before the Board to represent the plat of Great Elk Subdivision on behalf of Titan Machinery. He advised his client's intention was to divide the parcel into 2 lots and use Highway 10 as the division point. The plat is proposing a single family residence on lot 1, block 1 which is 12 acres in size. Township Engineer, Ross Abel reviewed the plat and submitted several concerns and requested corrections in their review letter dated January 6, 2014. He recommended approval of the preliminary plat subject to the 8 corrections listed in the letter; and, that no building permit should be issued for Lot 1, Block 1 until a complete grading and drainage plan is submitted to the Township for review. Furthermore, there should be confirmation from MNDoT regarding the use of the existing gravel road through the highway easement as a driveway for access to serve lot 1, block 1. The Board read the Sherburne County Planning & Zoning review letter drafted by Jon Sevald, County Planner on December 31, 2013 regarding the Preliminary & Final Simple Plat of Great Elk Subdivision. The Board addressed following item requests within the letter: Question #2) Service Road; asking for clarification if a dedicated service road is needed for Lot 1/ Block 2. The Township is going to review its records to determine if

this proposed service road connects to a previously proposed (unfinished plat). Question #3) 194th Avenue; asking for clarification. The Board advised 194th Avenue has been in existence for more than 50 years and prior to establishment of the County Subdivision Ordinance. Therefore, the 2,400' road should be allowed (grandfathered) to allow a 3rd residence. This is a road of record. Question #5) Access; asking if this is a Township Road. The Town Board advised the Township provides maintenance on the road and receives road funding for it. It is a Township road. Supervisor Aubol inquired if Township Engineer, Ross Abel had any concerns or comments to the 14 points cited in the County Planner's review letter of December 31, 2013. Ross Abel advised he would investigate item #4 regarding access and would also review the previously proposed service road connection to the unfinished plat on the North side of Highway 10 to the East. All other points were addressed in the revised drawings he reviewed from Duffy Engineering, Barry Dorniden.

Supervisor Leslie motioned to recommend approval of the Preliminary and Final Plat of Great Elk Subdivision; and, to submit the comment form with the Board's responses to Jon Sevald's review letter dated December 31, 2013, questions 2, 3 and 5; and, to attach the Township Engineer's Review Letter January 6, 2014; and, his revised comments email January 8, 2014. Clerk Hayes was asked to read the motion. No corrections to the motion were requested. Supervisor Aubol seconded. All present were in favor. The motion carried.

d) Other-Updates-Meetings –

Clerk Hayes advised City Administrator Todd Bodem inquired about renewing the financial participation agreement between the City and Township for funding of the Big Lake Library. The original agreement for participation was for \$21,000. annually. It was based on a percentage of residents in the Big Lake School District/Big Lake Township area who utilize the GRRL branch library in Big Lake. It was noted the City of Big Lake recently purchased the building the library is located in, rather than continuing to lease the space. It was also noted that the Township has increased its cost share portion for other shared projects with the City. Supervisor Pfliegaar motioned to enter into another 5-year agreement for library funding in the amount of \$21,000. annually. Supervisor Aubol seconded. All present were in favor. The motion carried.

Rolland Saylor, 22800 180th Street NW, River Crest Farms II appeared before the Board with his builder, Ray Clark to request a "t" sign be removed. He advised he has purchased the lot at the intersection of 228th Avenue and 180th Street and the sign is in the way of where he would like to place his driveway; and, that the sign itself is an "eyesore". He advised he felt it made sense to have the sign there when it was a wooded lot, but the house will make it a more visible intersection and therefore it was no longer necessary for safety reasons. Treasurer Warneke advised the sign was necessary to warn drivers of the intersection and that it was the sign most noticeable at that distance. Mr. Saylor inquired if a stop sign could be placed at the intersection instead of the "t" because he was concerned about the safety of children playing in the street. Chairman Hofer advised that sign placement is under the jurisdiction of State Statute and uniform signage requirements dictate the distance and placement of signs.

He further advised children should not play in the street. Treasurer Warneke advised he reviewed Mr. Saylor's original request to remove the sign and advised the "t" sign had to stay where it was placed due to safety reasons. He further advised placing a stop sign at the intersection would require the Board to pass a resolution. Treasurer Warneke advised there are no other houses in the area. House density in combination with stop signs, create a visual recognition for the need to slow down at intersections; and, all signs are advisory. The most effective method of ensuring a complete stop is police presence. Treasurer Warneke further advised a yield sign could be placed without a resolution if driving speed is the real issue. There was lengthy discussion. It was determined the road committee will review the original request during the 2014 spring road tour.

BUSINESS FROM THE SUPERVISORS/COMMITTEE REPORTS

TOWN ROADS

1) Resolution in Support of a Comprehensive Omnibus Transportation Finance Bill – Treasurer Warneke presented the resolution and advised it supports a gas tax increase and dedicated revenues to local road authorities, including Townships. Supervisor Aubol noted anytime there is a tax increase, it causes concern. He further noted, if in the resolution there could be a percentage or dollar amount specified to come back to Townships; otherwise it could be a case that Townships support it but receive no funding benefits from it. Treasurer Warneke advised gas consumption and consequently gas tax is going down; therefore, the state is looking for revenue from other areas for road maintenance and repair. Supervisor Pfliegaar noted that adopting this resolution demonstrates the Township supports the state increasing a tax. He further noted he has faith in the Township's financial controls, but not the state. Supervisor Leslie commented the resolution lacks specifics regarding how the increased funds will be spent. It was determined Big Lake Township will wait to take action until after the Sherburne County Association of Township's meeting next week. Supervisor Pfliegaar motioned to table this item to the January 22, 2014 Town Board Meeting. Supervisor Leslie seconded. All present were in favor. The motion carried.

2) Other-Updates-Meetings – Treasurer Warneke advised there have been a few calls regarding snowplowing.

CHAIRMAN'S REPORT

Chairman Hofer advised he had nothing to report at this time.

SUPERVISOR'S REPORT

Other-Updates-Meetings – Supervisor Pfliegaar advised he and Supervisor Leslie attended a Special EDA meeting January 7, 2014 regarding the rail park. Senator, Mary Kiffmeyer was in attendance. At this time it has been determined rail park plans will not

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continue due to lack of outside funding sources and the inability for local government jurisdictions to bear the burden of cost to build.

BUSINESS FROM THE TREASURER

a) Monthly Report –Treasurer Warneke advised there were approximately \$81,203.46 in claims and payroll approved under the consent agenda. Treasurer Warneke reviewed the cash balance statement for the end of 2013. Approximate total government and escrow funds were \$1,776,066. Treasurer Warneke reviewed the 101, 102, 103 & 402 account receipts and disbursements, noting snow plowing and sanding are both over budget. He advised the Township did buy down its share of the EDA bonds in the amount of \$300,000. on December 30, 2013. Supervisor Pflughaar motioned to approve the Treasurer’s Report. Supervisor Aubol seconded. All were in favor. The motion carried.

ADJOURNMENT

A motion was made by Supervisor Leslie to adjourn the meeting. Supervisor Pflughaar seconded. All were in favor. The motion carried. The meeting adjourned at 9:08 p.m.

Respectfully Submitted,

Laura Hayes, Clerk

Robert Hofer, Chairman