

Monthly Board Meeting
Minutes
December 11, 2013

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

On Wednesday, December 11, 2013 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 4 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 Aubol 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 11-13-13; Second Monthly Board Meeting 11-26-13; and, Public Hearing Minutes December 3, 2013. b) Approve List of Claims and Payroll. c) Approve end of the month claims and payroll to be processed through December 31, 2013. Supervisor Aubol seconded. All present were in favor. The motion carried.

BUSINESS FROM THE CLERK

a) Approve Resolution Concurring in the Issuance of the \$2,220,000. Taxable General Obligation Tax Abatement Bonds, Series 2013B by the City of Big Lake, MN; and Authorizing Execution of a \$610,000. Taxable General Obligation Tax Abatement Bond, Series 2013A and Pledging Tax Abatements and Levying a Tax for the Security and Payment Thereof – Staci Kvilvang, Ehler's and Associates confirmed the Township's portion of the bond debt is \$610,000. She advised by refinancing the bond the City of Big Lake has been able to increase its bond rating to AA- . The lowest, most

responsible bond bid offered a rate of 3.71%. The City of Big Lake accepted this rate and approved the bond sale at their meeting tonight. Further action required will be to amend the Joint Powers Agreement with the City of Big Lake. There were no questions from the Board. Supervisor Leslie motioned to approve the Resolution concurring in the issuance of the \$2,220,000. as presented. Supervisor Aubol seconded. All present were in favor. The motion carried.

b) Other-Updates-Meetings – Representatives from Northern Natural Gas (NNG) appeared before the Board to advised pipeline inspections had been completed on a main gas line that runs under 192nd Avenue NW. During inspection, anomalies were found that require immediate corrective measures. Federal regulations require these corrections be made as soon as possible. Repair will require cutting the road surface and excavation under 192nd Avenue. This is a dead-end road and therefore; the road will be impassable only one direction at a time, allowing resident and emergency vehicle ingress/egress. The contractor will be Michels Pipeline. They will be applying for the utility excavation permit with Big Lake Township. Clerk Hayes advised she will be working with Tom Dickson, Right of Way Agent for NNG. Michels Pipeline has done work in the Township as subcontractor for other projects and is aware of the Township's permitting policy and process for utility excavation. The Board was advised because this is an emergency situation requiring immediate correction, work could begin as soon as December 16, 2013 and will take 3 to 5 days. The Board gave unanimous approval to do the repair as presented.

BUSINESS FROM THE SUPERVISORS/COMMITTEE REPORTS

TOWN ROADS

Other-Updates-Meetings – Treasurer Warneke advised snowplowing season has begun. Due to the time and duration of the first snowfall and additional 1" of snow received after this first major snow event, several main Township connector roads have a significant snow pack on them. 201st Avenue through the shady areas on the curves and 209th Avenue and 211th Avenue were especially affected.

CHAIRMAN'S REPORT

Other-Updates-Meetings – Chairman Hofer advised the Township finance committee met with the Big Lake Administrator, Todd Bodem; Mayor, Raeanne Danielowski; Finance Director, Jessica Green and Big Lake Police Chief, Joel Scharf to discuss cost sharing of policing in the Orderly Annexation Areas (OAA).

Supervisor Alford, Treasurer Warneke, Clerk Hayes and Chairman Hofer met approximately 2 weeks ago to review and develop additional calculations based on the Police Chief's call and area information. The Township developed these calculations because population and density didn't appear to be taken into considering when using the Miles of roadway or Geography components to determine policing costs. These calculations were presented to the City of Big Lake representatives for discussion. It was noted by the City that neither the Chief's nor the Township's calculations addressed daily patrol or driving to the call costs. It was proposed by the subcommittee to present a compromised cost of \$18,000. to be paid by the Township for policing service for 2014. Going forward, Chief Scharf will track on a monthly basis, and make available for monthly review by the Township, the number and location of calls made in the OAA

area. Treasurer Warneke noted, the City of Big Lake does respond to calls in the Township when they are able to be dispatched to the scene sooner than the County can respond. Additionally, City police presence and visibility is a benefit to the Township. Supervisor Pflieghaar motioned to approve payment of \$18,000. for 2014 policing in the OAA area to the City of Big Lake; and, to review the costs going forward. Supervisor Aubol seconded. All present were in favor. The motion carried.

SUPERVISOR'S REPORT

Other-Updates-Meetings – Supervisor Pflieghaar advised Economic Development Manager, Heidi Steinmetz has created an action plan that will be implemented. The EDA discussed square foot costs/fees of Big Lake Industrial Park East compared to the rates charged by Becker and Monticello. There was also discussion of implementing finder's fees. The City of Big Lake has purchased the building the library is located in for \$680,000. The Big Lake City Police Reserves will utilize some of the building.

BUSINESS FROM THE TREASURER

Treasurer Warneke advised a memo had been received from the Minnesota Association of Townships on December 3 regarding taking action to support a Transportation Funding increase. The Association offered a Resolution they would like Townships and/or County Association of Townships to adopt. Treasurer Warneke requested this be on the January 8, 2014 Township Agenda for discussion.

a) Monthly Report –Treasurer Warneke advised there were approximately \$60,050.36 in claims and payroll approved under the consent agenda. Total government funds and escrow are approximately \$2,240,000. Treasurer Warneke reviewed the 101, 102, 103 & 402 account receipts and disbursements. He advised the Township agreed to buy down its share of the EDA bonds by \$300,000. Aspen Hills Special Assessments 502 has 2 years left for residents to pay on the Waste Water Treatment Facility loan made by the Township. Supervisor Aubol motioned to approve the Treasurer's Report. Supervisor Pflieghaar seconded. All were in favor. The motion carried.

OTHER BUSINESS FROM THE BOARD

Supervisor Aubol noted Pete Ahrens attended a recent Town Board meeting and inquired about snowplowing of 194th Avenue. Supervisor Aubol inquired if this is being plowed. Treasurer Warneke advised it is being maintained by the Township. He further advised the Township has not been contacted by the developer of Great Elk Subdivision and therefore, there was no new information to share regarding any changes to the property or maintenance of 194th Avenue.

ADJOURNMENT

A motion was made by Supervisor Leslie to adjourn the meeting. Supervisor Aubol seconded. All were in favor. The motion carried. The meeting adjourned at 7:46 p.m.

Respectfully Submitted,

Laura Hayes, Clerk

Robert Hofer, Chairman