

Second Monthly Board Meeting
Minutes
March 25, 2015

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

On Wednesday, March 25, 2015, the Big Lake Board of Supervisors met at the Big Lake Town Hall located in the Big Lake Lions Park 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 5 people in the audience at the start of the meeting. Roll call was taken by the chairperson.

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

Board Members Absent: Larry Alford, Supervisor
 LaDonna Braun, Deputy Clerk

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

Supervisor Leslie motioned to approve the Second Monthly Meeting agenda with the addition of Commander Doran's report following open forum. Supervisor Pflieghaar seconded. All present were in favor. The meeting proceeded in accordance with the agenda as amended.

Supervisor Aubol motioned to approve consent agenda items: a) Approve Claims and List of Claims. Supervisor Pflieghaar seconded. All present were in favor.

Sherburne County Sheriff's Department, Commander Doran presented the February call report. Commander Doran advised the Board a new emergency notification program "Code Red" for 911 weather and safety alerts which will begin soon. The program requires a subscription, available through the Sherburne County Sheriff's Department website.

Steve Pflieghaar took the Oath of Office for Town Supervisor, Seat #1.

BUSINESS FROM THE CLERK

a) Greg Sheely, Lot 3, Block 1, Thelens Territory – Pond Construction Request in Drainage & Utility Easement – Clerk Hayes advised this item was tabled by the Town Board at their February 25 meeting. The Board advised at that time they wanted to see TEP comments before making a final approval or denial of the request. Clerk Hayes presented the TEP comments. There were no concerns noted. Supervisor Leslie motioned to recommend approval to excavate a 50' x 150' area in a type 1 wetland for a pond. Supervisor Pflieghaar seconded. All present were in favor.

b) Other-Updates-Meetings – Clerk Hayes advised the Minnesota Public Utilities Commission (PUC) is seeking comments on the Community Solar Gardens Program, Docket No. E002 / M-13-867. A copy of the comment letters from Xcel Energy and the City of Monticello to the MN PUC have been received from Dan Nygaard, Xcel Energy and Big Lake Township resident. There was discussion by the Board. Clerk Hayes was directed to send a letter to the PUC with the following comments: 1) The location of a solar farm should be in close proximity to the generating plants which would buy their solar energy. The Township also believes this is not an appropriate use for large open tracts of agricultural farm fields. 2) Recommend the permit process, allowing solar farms, be subject to local regulation. The attempt by companies to use state mandates as a method of circumventing local controls are a concern. 3) Concerns regarding the possibility of residential electrical rates increasing while giving specific entities and commercial groups an opportunity to buy power at a lower cost. 4) Refuting the concept of linking together 50 – 1 megawatt panels and presenting it as a single 50 megawatt structure. This is an unacceptable use of land. 5) Request confirmation be made regarding the life span of the panels and other infrastructure; the ongoing maintenance; and, removal of equipment when it has reached it's at end of use. These determinations should include input from the local government entities. The Board noted from the previous presentation and discussions, that solar energy production is in response to the state government requiring power companies to produce up to 30% of their power in the near future. This mandate doesn't take into consideration that it is extremely difficult for Minnesota to be able to use solar energy as a viable source of renewable energy. Minnesota ranks at 58% average annual sunshine, with total hours of 2711 annually; and only 95 clear days.

- Clerk Hayes advised the Board of Appeal and Equalization is scheduled for April 16, 2015 at 9 a.m. at the Town Hall. A quorum of the Board must be present. At least one Board member must be currently trained by the Minnesota Department of Revenue, all five Board members are currently trained. The Clerk must be present to take minutes. Clerk Hayes advised training will be changing to an online only format according to the MN Dept. of Revenue.

-Clerk Hayes inquired if the Board was interested in participating in Music in the Park again this year by working a shift in the food stand. August 13 was the Board's first choice.

BUSINESS FROM THE SUPERVISORS/COMMITTEE REPORTS

TOWN ROADS

1) Other-Meetings-Updates – Treasurer Warneke advised Jeff Rhodes has been doing street sweeping. Treasurer Warneke advised a call has been received about pavement breakup in Ewing River Springs; and, a couple of other calls have been received and added to the spring road tour list.

CHAIRMAN'S REPORT

Chairman Hofer had nothing to report on at this time.

SUPERVISOR'S REPORT

Supervisor Pflgebraar advised he attended the special public presentation for area civic leaders to meet with CentraCare Health's new President and Chief Executive Officer Kenneth Holmen, MD. Dr. Holmen addressed CentraCare's vision for the future and commitment to local health care services. He presented information on insurance company funding reserve requirements and use of technology for cyber-care visits and sharing of medical record information. He noted during his presentation that there are more 65+ age people than there are 18 to young adult.

Supervisor Leslie advised he is working on soliciting quotes for stump removal and grading of the ball field. Quotes will be reviewed early April for work to start as soon as possible. It is anticipated the irrigation installation, back stop, fencing and grass will be in and the field will be ready for use Fall 2015. A truck load of wood chips is needed for maintenance of the existing playground. The Lion's club has a work day scheduled mid-April. They will move the chips into place.

BUSINESS FROM THE TREASURER

a) Other-Updates-Meetings – Treasurer Warneke advised one of the Certificates of Deposit will mature in April. There is no significant change in the financial reports.

ANNUAL REORGANIZATIONAL MEETING – 7:35 P.M.

Supervisor Pflgebraar motioned to approve the Annual Reorganizational Meeting agenda as presented. Supervisor Aubol seconded. All present voted in favor.

Appointment of Chairperson and Vice-Chairperson

Supervisor Pflgebraar motioned to appoint Supervisor Hofer as Chairperson. Supervisor Leslie motioned to close the nominations and seconded. Supervisors Aubol, Leslie and Pflgebraar voted in favor. Supervisor Hofer abstained. The motion carried.

Supervisor Leslie motioned to appoint Supervisor Alfords Vice-Chairperson. Supervisor Pflgebraar motioned to close the nominations and seconded. All present voted in favor.

Appointment of Clerk and Treasurer

Chairman Hofer motioned to appoint Laura Hayes as Clerk of the Town of Big Lake; and, to appoint Ken Warneke as Treasurer of the Town of Big Lake. Supervisor Pflgebraar seconded. All present voted in favor.

Set the Hourly Wage for the Treasurer, Clerk, Deputy Clerk and Supervisors

Chairman Hofer advised the Personnel Committee met and is proposing a 4% pay increase to increase the Clerk & Treasurer's hourly wage to \$22.28 per hour; and, to consider at a future time to pay a portion of the Clerk's cell phone and to explore a pretax health care plan or portion of monthly premium. Supervisor Leslie seconded. All present voted in favor.

Chairman Hofer motioned to make no change to the hourly wage of \$19. per hour for the Supervisors. Supervisor Aubol seconded. All present voted in favor.

Clerk Hayes advised Deputy Clerk LaDonna Braun will receive a 2% pay increase, increasing her hour wage to \$17.43.

Set the Meeting Rate for the Treasurer, Clerk, Deputy Clerk and Supervisors

Supervisor Leslie motioned to keep the meeting rate of \$90. Supervisor Aubol seconded. All present voted in favor.

Establishment of Monthly Board Meetings: Dates, Times and Places; Legal Holidays Observed

Supervisor Aubol motioned to approve the official meeting dates. Copy attached. Supervisor Leslie seconded. All present were in favor.

The official meeting schedule will be published in the Legal Newspaper and posted.

Establishment of Rules for the Conduct of all Board Meetings

Supervisor Aubol motioned to continue to use its current format based on Robert's Rules of Order for the conduct of Big Lake Town Board Meetings. Supervisor Pflieghaar seconded. All present were in favor.

Establishment of Depository of all Town Funds

Treasurer Warneke advised the current Town Depositories are: First National Bank of Elk River for the checking account which is the account used for Township disbursements; and, deposits. KleinBank for deposits and checking. The majority of the Township's investments are at Central Bank. The Township continues to keep its Vanguard Money Market Account active with a minimum amount on deposit. Supervisor Aubol motioned to approve the depositories as listed; and, grant the Town Treasurer final authority to designate depositories that may be necessary. Supervisor Leslie seconded. All present were in favor.

Establishment of Legal Posting Location

Supervisor Pflieghaar motioned to continue to use the Town Hall vestibule bulletin board as the legal posting location. Supervisor Aubol seconded. All present were in favor.

Selection of Official Newspaper for All Legal and Public Notices

Supervisor Aubol motioned to specify the West Sherburne Tribune as the official newspaper. Supervisor Pflieghaar seconded. All present were in favor.

Designation of Legal Counsel

Supervisor Leslie motioned to hire attorneys as needed according to area of specialty, as determined by the legal committee with Attorney Peter Tiede as the main attorney of counsel. Supervisor Pflieger seconded. All present were in favor.

Gopher Bounty for 2015-2016

Supervisor Leslie motioned to continue the gopher bounty at \$2.00 per pair. Supervisor Aubol seconded. All present were in favor.

Review Township General Fee Schedule

Clerk Hayes advised the fee schedule consists of developers escrow fees, building rental rates, and fees for document copies. At this time it is not recommended that the fee schedule be changed. Clerk Hayes advised developer's owing additional engineering fees must pay those fees prior to the Town Chairman and Clerk signing the mylars. Supervisor Pflieger motioned no change to the current fee schedule. Supervisor Aubol seconded. All present were in favor.

Confirm Mileage Reimbursement at Current Federal Rate for Car Expenses

The mileage reimbursement is to be the maximum rate allowed by the IRS, as adjusted from time to time. (federal rate of \$.575 per mile as of 1-1-15).

Resolutions Authorizing Contract with Interested Officers Under M.S. § 471.88 Subd. 5

Clerk Hayes advised the Resolutions Authorizing Contract with Interested Officers authorizes Board Members to do a job, in a limited capacity, that the Township normally hires a contractor to handle. Supervisor Aubol motioned to adopt Resolutions 2015-05, 2015-06, 2015-07, 2015-08, 2015-09. Supervisor Pflieger seconded. All present were in favor.

Set the compensation for Election Judges

Clerk Hayes recommended increasing the Head Election Judge wage to \$12.50 per hour ; and, making no change to the election judge compensation of \$10.00 per hour. Supervisor Aubol motioned to adopt the wage recommendation for election judges. Supervisor Pflieger seconded. All present were in favor.

Appointment of Board Members to the following Committees

Supervisor Pflieger motioned to adopt the list of 14 working committees and members with a change to his contact phone number. Supervisor Aubol seconded. All present were in favor. Copy attached.

Last Call for Business for the Reorganizational Board Meeting

There was no additional business presented.

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Adjournment of the Annual Reorganizational Meeting

Supervisor Leslie motioned to adjourn the annual reorganizational meeting. Supervisor Pflughhaar seconded. All present were in favor. The meeting adjourned at 8:05 p.m.

SECOND MONTHLY BOARD MEETING Continued

ADJOURNMENT

A motion was made by Supervisor Pflughhaar to adjourn the meeting. Supervisor Aubol seconded. All present were in favor. The meeting adjourned at 8:06 p.m.

Respectfully Submitted,

Laura Hayes, Clerk

Robert Hofer, Chairman