

Second Monthly Board Meeting
Minutes
May 25, 2011

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

On Wednesday, May 25, 2011, 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 3 people in the audience at the start of the meeting. Roll call was taken by the chairperson.

Board Members Present:

- Bob Hofer, Chairman
- Larry Alfords, Supervisor
- Norm Leslie, Supervisor
- Mike Hayes, Supervisor
- Ken Warneke, Treasurer
- Laura Hayes, Clerk
- Kristie Woolard, Deputy Clerk
- Todd McLouth, Township Engineer

Board Members Absent: Jim Stahlmann, Supervisor

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

Supervisor Hayes motioned to approve the Second Monthly Meeting agenda. Supervisor Leslie seconded. All present were in favor. The motion carried. The meeting proceeded in accordance with the agenda.

Supervisor Leslie motioned to approve consent agenda items: a) Approve List of Claims (Disbursement List will be Received at Meeting). Supervisor Alfords seconded. Supervisor Hayes abstained from approval of Clerk Hayes payroll claim. All present were in favor. The motion carried.

OPEN FORUM

Carol Nierman, 18778-226th Avenue NW, Eagle Lake Park appeared before the Board and inquired about the status of the drainage repair on 226th Avenue and 187th Street in Eagle Lake Park. Supervisor Alfords advised this will be bundled with several other road improvement and bituminous overlay projects this summer.

Russell Peterson, 18949 227th Avenue, Eagle Lake Park inquired about Township regulations regarding the stockpiling of demolition debris from a home remodeling project. Supervisor Alfords advised he should contact the Sherburne County Solid Waste Officer in the Zoning Department. That office enforces the County regulations regarding solid waste.

John Norgren advised he has been cleaning up the center feature and the Bailey Station Cemetery grounds in preparation for Memorial Day weekend. He advised the Elk River American Legion Honor Guard will be at the cemetery on Monday, May 30 at 9:15 a.m. to fire a salute and play "Taps" to honor the deceased veterans buried there.

BUSINESS FROM THE CLERK

a) Approve Resolution 2011-07 Resolution Adopting a Regulatory Mechanism to Prohibit Illicit Discharges and /or Non-Storm Water Discharges from Entering the Town of Big lake MS4. – Clerk Hayes presented Resolution 2011-07 and advised the Board adoption of the regulatory mechanism for illicit discharges was a requirement of the Town of Big Lake's Storm Water Pollution Prevention Plan (SWPPP) MS4 and would be included in the 2010 report which is due June 30, 2011. Supervisor Alfords clarified that when the Town of Big Lake adopted the Sherburne County Zoning Ordinances in 2005, the Sherburne County Solid Waste Management Ordinance was not in place. Clerk Hayes advised Resolution 2011-07 incorporates Section 20 of the Solid Waste Management Ordinance exactly as written and adopted by Sherburne County. Supervisor Alfords motioned to adopt Resolution 2011-07 as presented. Supervisor Hayes seconded. All present were in favor. The motion carried.

b) Other-Meetings-Updates – Clerk Hayes advised all invoices have been calculated regarding the May 7, 2011 Clean Up Day event. The total cost of the event was \$41,056.95. The Town of Big Lake's portion and out of pocket expense, after SCORE grant funds are received, will be \$5,725.22. The City of Big Lake and Orrock Township have been billed for their portion of the event. The Town of Big Lake SCORE grant request has been submitted to Sherburne County; and, information has been forwarded to the City of Big Lake and to Orrock Township so that they can request their SCORE funds. A spreadsheet outlining the event cost and a spreadsheet of collected material weights and counts were provided to the Town Board.

- Clerk Hayes advised a memo has been received from Nancy Riddle, Sherburne County Zoning Administrator requesting consideration of emergency zoning office locations. In the event homes are damaged/destroyed, a County building official could possibly set up a damage assessment and temporary permit application center in the nearby Town Hall. In the case of the Town of Big Lake it is close enough to the government center that that would most likely not be necessary. However, in the event the government center was damaged/destroyed, they would be in need of a temporary alternate office to issue permits. Supervisor Leslie motioned to allow the Sherburne County Zoning Office to set up a temporary office; and, to enter into a Memorandum of Agreement with Sherburne County. Supervisor Hayes seconded. All present were in favor. The motion carried.

BUSINESS FROM THE SUPERVISORS/COMMITTEE REPORTS

TOWN ROADS

1) Award Quotes for 2011 Road Improvements and Bituminous Overlays - Township Engineer, Todd McLouth presented the quote tabulation comparison to the Board. A total of four quote packages were requested by Hardrives, Inc., Knife River Corp., Erickson Asphalt and Rum River Contracting. Only quotes were received from Hardrives Inc. and Knife River Corp. There was discussion regarding the quotes for reclaiming existing bituminous. There were 7 project areas, and each project area had a different unit price for reclaiming ranging from \$1. to \$11. per square yard. Todd McLouth advised the reclaimed material would be left onsite and used to replace excavated subgrade and base. Treasurer Warneke noted concern that smaller contractors didn't submit quotes. It was recommended that additional local contractors such as Oman Brothers and Diversified Paving Inc. be contacted for quotes in addition to following up with Rum River Contracting and Erickson Asphalt. Supervisor Leslie motioned to authorize the Road Committee to contract for the 2011 Road Improvements and Bituminous Overlays up to \$69,714.60 and to solicit additional quotes and work with contractors to finalize. Supervisor Hayes seconded. All present were in favor. The motion carried.

Other-Meetings-Updates – Township Engineer, Todd McLouth advised specifications and quotations for 223rd Avenue culvert replacement have been sent to contractors. The quotes must be returned to Oliver Surveying & Engineering by 2:00 p.m. on June 7, 2011. Quotes received will be presented to the Town Board for award at the June 8, 2011 Regular Monthly Board Meeting.

-Chairman Hofer advised he has done some data logging for the Township's GPS sign inventory program.

CHAIRMAN'S REPORT

1) Other-Updates-Meetings – Chairman Hofer advised he had nothing specific to report.

SUPERVISOR'S REPORT

1) Other-Meetings-Updates – The Supervisors advised they had nothing specific to report.

BUSINESS FROM THE TREASURER

a) Other-Updates-Meetings – Treasurer Warneke advised government funds total \$1,891,265.97 and escrow funds total \$39,092.87 for a total cash balance of \$1,930,358.84. He advised the Township has spent approximately a \$500,000. since the beginning of the year. Treasurer Warneke advised he had no issues or concerns with the budget. Supervisor Alford's motioned to approve the Treasurer's Report. Supervisor Hayes seconded. All present were in favor. The motion carried.

ADJOURNMENT

A motion was made by Supervisor Hayes to adjourn the meeting. Supervisor Leslie seconded. All present were in favor. The motion carried. The meeting adjourned at 7:28 p.m.

Respectfully Submitted,

Laura Hayes, Clerk

Robert L. Hofer, Chairman