

Monthly Board Meeting
Minutes
June 12, 2013

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

On Wednesday, June 12, 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 5 people in the audience at the start of the meeting. Roll call was taken by the Chairman.

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

Board Members Absent: Steve Pflighaar, Supervisor
 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 present were in favor. The motion carried. The meeting proceeded in accordance with the agenda as presented.

Supervisor Aubol motioned to approve consent agenda items. The consent agenda consisted of: a) Approval of Minutes: Board of Appeal & Equalization Meeting 4-2-13, Regular Monthly Board Meeting 5-8-13 and Second Monthly Board Meeting 5-22-13. b) Adopt Resolutions 2013-17 Accepting Donations to the Big Lake Fire Department. c) Approve List of Claims and June Fire Department Payroll. Supervisor Leslie seconded. All present were in favor. The motion carried.

BUSINESS FROM THE CLERK

a) Jim Jaster/MN Conference Association of Seventh Day Adventists – CUP for Church/Thrift Store – Jim Jaster appeared before the Town Board to request a conditional use permit for a church/thrift store at the former River Rock Bar & Grill building adjacent to MN State Highway 25 on the Mississippi River. Currently the church and thrift store operate in two separate locations in Buffalo, MN. The business plan is to operate both at a single location and offer job opportunities and job rehabilitation services and social, spiritual and disaster relief to people in need. The Sherburne County Planning review letter drafted by Jon Sevald was briefly reviewed. There was

discussion regarding the condition of the building, parking and drainage. Supervisor Leslie motioned to recommend approval of the conditional use permit request for a church/thrift store. Supervisor Aubol seconded. All present were in favor. The motion carried.

b) Resolution Regarding Dissolution of the Big Lake Fire Department Secretary Position & Redistribution of Budgeted Funds to Fire Department Personnel – Clerk Hayes advised she attended the City of Big Lake Council Meeting tonight. Following clarification of how secretarial duties will be redistributed between the Fire Chief and Town Hall Staff; and, what affect it will have to the Public Works budget; Big Lake City Council adopted the resolution as presented. Supervisor Aubol motioned to adopt Resolution 2013-05/Resolution Regarding Dissolution of the Big Lake Fire Department Secretary Position & Redistribution of Budgeted Funds for Fire Department Personnel. Supervisor Leslie seconded. All present were in favor. The motion carried.

c) Legacy Foundation of Big Lake – Clerk Hayes advised the Legacy Foundation Concert in the park series is going well. During the series, there is a concession stand which is staffed by local civic groups & clubs. Clerk Hayes inquired if the Big Lake Town was interested in staffing a concession stand evening. The Board advised they are interested and directed Clerk Hayes to coordinate and evening to work.

d) Sherburne County Historical Society Membership, Consider Increase and Purchase of Brick – Treasurer Warneke reviewed membership levels, noting there are local government entities participating at the \$1,000. Heritage level. Treasurer Warneke advised he had budgeted \$1,000. for donations in 2012 and 2013. In 2012 only \$500. was spent. Treasurer Warneke recommended increasing membership to the \$1,000. Heritage Level and purchasing a Legacy Brick at a cost of \$300. Supervisor Aubol motioned to approve membership in the Sherburne County Historical society and brick purchase as recommended. Supervisor Leslie seconded. All present were in favor. The motion carried.

e) Other-Updates-Meetings – Clerk Hayes advised security system camera 6 was replaced today under warranty.

BUSINESS FROM THE SUPERVISORS/COMMITTEE REPORTS

TOWN ROADS

1) Other-Updates-Meetings – Treasurer Warneke advised Jeff Rhodes is working on a list of items from the spring road tour. Sweeping has begun and is on hold at this time. Jeff Rhodes purchased a new sweeper and upon its delivery, sweeping will resume. Township Engineer, Ross Abel is updating our road maintenance history, computerized file. Treasurer Warneke noted the computerized file is kept by the engineer's office and during a previous computer conversion the file was lost. It has been recovered and will be updated at no charge by Oliver Surveying and Engineering.

CHAIRMAN'S REPORT

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

SUPERVISOR'S REPORT

1) EDA – Kelco, located in the former AJ Machinery building, is planning a new 10,000 sq. ft. addition to the building. Cargill Kitchens is planning a 3,600 sq. ft. addition to their building.

2) Other-Updates-Meetings – The Board attended the special joint workshop at the City of Big Lake, prior to tonight's Town Board meeting. The purpose of the workshop was to hear the Decklan Group's economic development marketing report. It was the general consensus of the Town Board to wait for the City of Big Lake to review the information received from WSB Associates two weeks ago and Decklan Group's presentation tonight. Treasurer Warneke advised he would encourage the City and Township to hire Decklan Group to do website/social media. The Township needs to consider our share and what we can and should do to participate in marketing our shared properties. The Board further noted that these workshops and meetings with the City of Big Lake are helpful to planning and communication and should continue on a regular basis.

BUSINESS FROM THE TREASURER

a) Monthly Report – Clerk Hayes advised she was unable to print disbursement and updated fund reports due to a problem with posting claims. An email has been sent to the Minnesota State Auditor, CTAS Division for assistance with the problem. Updated reports will be available at the next meeting. Treasurer Warneke advised there will be a large claim at the next meeting. Big Lake Township will be receiving an invoice for second half 2011, all of 2012 and first half 2013 special assessments in the Industrial Park Expansion area. This will reduce the EDA fund balance by approximately \$100,000.

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 7:56 p.m.

Respectfully Submitted,

Laura Hayes, Clerk

Bob Hofer, Chairman