

Monthly Board Meeting  
Minutes  
July 13, 2011

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

On Wednesday, July 13, 2011, 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 3 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
- Mike Hayes, Supervisor
- Larry Alfords, Supervisor
- Jim Stahlmann, Supervisor
- Ken Warneke, Treasurer
- Laura Hayes, Clerk
- Kristie Woolard, Deputy Clerk
- Todd McLouth, Township Engineer

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 as presented. Supervisor Stahlmann seconded. All were in favor. The motion carried. The meeting proceeded in accordance with the agenda as presented.

Ken Warneke, Township resident, advised he would like to see the Township consider increasing its donation to the Sherburne County Historical Society. Supervisor Hayes motioned to pull item c) the approval of a \$150. Patron membership to the Sherburne County Historical Society for further discussion; and, motioned to approve consent agenda items: a) Approval of Minutes: Regular Monthly Board Meeting 6-8-11; and, Second Monthly Meeting 6-22-11. b) Recommend Approval of Big Lake Lion's Club On-Sale Liquor License for August 20-21<sup>st</sup>, 2011 Big Lake Fireman's Dance. d) Approve List of Claims (Disbursement List will be Received at Meeting). Supervisor Stahlmann seconded. Each Supervisor abstained from approval of their payroll claim. Supervisor Hayes abstained from approval of Clerk Hayes payroll claim. All were in favor. The motion carried.

**BUSINESS FROM THE CLERK**

a) Reminder of Sherburne County Association of Township's Meeting, Wednesday, July 20 at 7:30 p.m. at Becker Town Hall. - Clerk Hayes reminded the Board of this meeting.

-Item c) From Consent Agenda – Supervisor Alford inquired if it is legal for the Township to make a larger donation to the historical society. Treasurer Warneke advised it is allowed under State Statute. Supervisor Stahlmann noted the Historical Society is a valuable resource to the County. Supervisor Stahlmann motioned to have the Township increase to the \$500 Ox Cart donation level. Supervisor Hayes seconded. All were in favor. The motion carried.

## **BUSINESS FROM THE SUPERVISORS/COMMITTEE REPORTS**

### **TOWN ROADS**

1) Award Quote for 205<sup>th</sup> Avenue and 170<sup>th</sup> Street Road Improvements – Township Engineer, Todd McLouth presented the three quotes received for the 205<sup>th</sup> Avenue and 170<sup>th</sup> Street improvement projects. The low bid was received from M.L.Schendzielos, Inc. in the total amount of \$59,145.48. the highest bid was West Branch Construction at \$61,180.00. The 205<sup>th</sup> Avenue portion of the project goes downhill to a gravel pit; and, 170<sup>th</sup> Street involves drainage and elevation repair. Supervisor Alford motioned to award the quote to M.L. Schendzielos, Inc. in the total amount of \$59,145.48. Supervisor Hayes seconded. All were in favor. The motion carried.

2) Other-Updates-Meetings – Township Engineer, Todd McLouth advised Hardrives has completed the reclaiming portion of the project on 152<sup>nd</sup> Street in Whispering Meadows and in Thompson Lake Pines; and, the 223<sup>rd</sup> Avenue culvert patch is done.

### **CHAIRMAN'S REPORT**

1) Other-Updates-Meetings –Chairman Hofer advised he has made repairs to the flagpole at Big Lake Township Precinct 1, twice due to storm damage.

### **SUPERVISOR'S REPORTS**

1) Fire Board – Supervisors Stahlmann and Hayes attended the last Fire Board Meeting. Supervisor Stahlmann advised the City has closely reviewed the budget. He advised he is satisfied the budget has been reduced to the point there is no excess. He further noted that within the next budget, the concrete apron in front of the bay doors should be repaired, further noting there would most likely not be any other capital expenditures to be made. There was also some discussion regarding fire fighters personal time off. Under the current policy, fire fighters are allowed up to 12 months time off during their entire department career.

2) EDA – Supervisor Stahlmann advised there was nothing that directly involved the joint project areas of the City and Township. He advised the rail park is still moving along slowly. He advised the city has a couple of projects that have been impacted by the State government shutdown because they are unable to pull permits. The projects impacted include the Cherry Wood Senior Complex and the retail space next to Lake Liquors. The City is working on a solution that would allow them to issue the permits needed to keep the projects moving.

## **BUSINESS FROM THE TREASURER**

a) Monthly Report – Treasurer Warneke reviewed the cash balance statement. Total government funds are \$2,367,290.42 and total escrow funds are \$38,931.14. Treasurer Warneke advised that at this time there have been more revenue than expenditures. Treasurer Warneke reviewed the 101, 102, 103 and 402 accounts. He advised the 2010 Financial Audit has been received from the accountant; a copy of the audit was given to each Supervisor for review. The Township has received a clean opinion and the audit has been filed with the State of Minnesota. Treasurer Warneke advised he will review the audit in its entirety with the Board at the July 27, 2011 Second Monthly Meeting. Supervisor Leslie motioned to approve the Treasurer's Report. Supervisor Alfords seconded. All were in favor. The motion carried.

## **OTHER BUSINESS FROM THE BOARD**

-Supervisor Leslie advised an insurance adjuster will be coming to the Town Hall to check over all Township owned buildings following the July 1 storm. Supervisor Leslie also noted that the second ballfield is being used more often, noting there is a ball game on the field tonight.

-Treasurer Warneke advised the Big Lake Fire Department was at the park, down by the river practicing oil spill recovery last night.

-Supervisor Stahlmann advised the Bailey Station Cemetery looks very good. John Norgren advised that Don Kampa is doing a very good job with the maintenance and mowing at the cemetery.

## **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 7:30 p.m.

Respectfully Submitted,

Laura Hayes, Clerk

Robert L. Hofer, Chairman