

Monthly Board Meeting
Minutes
July 8, 2015

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

On Wednesday, July 8, 2015 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
 Bruce Aubol, Supervisor
 Larry Alfords, Supervisor
 Steve Pflgebraar, Supervisor
 Ken Warneke, Treasurer
 Laura Hayes, Clerk
 LaDonna Hensel, 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 agenda as presented. Supervisor Alfords seconded. All were in favor.

Supervisor Pflgebraar motioned to approve consent agenda items. The consent agenda consisted of: a) Regular Monthly Board Meeting 6-10-15, & Second Monthly Board Meeting Minutes 6-24-15 b) Approve Claims & Payroll; and, List of Claims & Payroll. Supervisor Aubol seconded. All were in favor.

BUSINESS FROM THE CLERK

b) Other-Updates-Meetings – Clerk Hayes confirmed with the Board there would be 7 to 10 people able to work at the Music in the Park/Legacy Grill on August 13, 2015.

Deputy Clerk Hensel advised the refrigerator at the Town Hall is broken again. Two defrost timers have been installed and a condenser thermostat. The refrigerator is estimated to be at least 5 years old. (manufactured date 2004). Supervisor Pflgebraar motioned to purchase a new refrigerator. Clerk Hayes advised she plans to purchase from Aubol’s Appliance in Big Lake. Supervisor Leslie seconded. Supervisors Pflgebraar, Leslie, Hofer and Alfords voted in favor. Supervisor Aubol abstained.

BUSINESS FROM THE SUPERVISORS/COMMITTEE REPORTS

TOWN ROADS

1) Other-Updates-Meetings –Treasurer Warneke advised Jeff Rhodes has been trimming trees following the 3” rain storm two days ago. He and his crew have also been installing road and directional signs. Routing and crackfilling on town roads has started. Treasurer Warneke inquired with Township Engineer, Ross Abel if a general call for bids for 2015 Road Improvements was placed in the West Sherburne Tribune the week of June 29th, as directed at the last meeting. Ross advised it was not, noting he was waiting for quantity calculations before advertising. There was discussion. It was determined three projects, discussed at the last road committee meeting with Ross, would be the main projects and quantities to solicit bids for. Due to the dollar value of the projects, additional week(s) and secondary publishing sources may be required.

CHAIRMAN’S REPORT - Chairman Hofer advised he authorized Brenteson Construction to remove and use the reclaimed street sweeping rock that was stored at the township maintenance building.

SUPERVISOR’S REPORT

Other-Updates-Meetings –

The EDA meeting has been scheduled to July 13. Chairman Hofer will attend on behalf of Supervisor Pflieger.

Supervisor Leslie advised the ballfield has the lime spread and is close to final grading. Mill City TEC, Inc. and members of the park committee met for a preconstruction meeting July 2. Construction of the tower began this week.

BUSINESS FROM THE TREASURER

a) Monthly Report –Treasurer Warneke reviewed the cash balance statement totaling \$1,627,730.26 in government and escrow funds. He reviewed the 100 General Fund, 202 Road Fund and several government funds and the Aspen Hills project fund receipts and disbursements to date. He advised the first half property tax collections have been received from the County.

Treasurer Warneke provided copies of the Year Ending 12-31-2014 Financial Audit to all Board Members. Treasurer Warneke will review and answer questions at the July 22, 2014 meeting. The Township received a clean opinion and no irregularities were noted. Internal controls are good, and the Township is in compliance with government standards of accounting. The Township’s system of internal controls was tested. Division of responsibilities and control are between three people within the office. Treasurer Warneke advised the audit is conducted and prepared using an accrual basis with GAAP principals. The state report was filed on time, directly to the state auditor.

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Supervisor Alfords motioned to approve the Treasurer's Report. Supervisor Pflighaar seconded. All were in favor.

OTHER BUSINESS FROM THE BOARD

Supervisor Aubol advised Troop 93 conducted a U.S. Flag retirement service at Saron Lutheran Church recently. Military service people worked with the scouts training them on how to handle disposal of the flags.

ADJOURNMENT

A motion was made by Supervisor Pflighaar to adjourn the meeting. Supervisor Aubol seconded. All were in favor. The motion carried. The meeting adjourned at 7:41 p.m.

Respectfully Submitted,

Laura Hayes, Clerk

Robert Hofer, Chairman