

Monthly Board Meeting  
Minutes  
August 13, 2014

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

On Wednesday, August 13, 2014 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.

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.

Board Members Present:     Bob Hofer, Chairman  
                                      Larry Alfords, Supervisor  
                                      Norm Leslie, Supervisor  
                                      Steve Pflgebraar, Supervisor  
                                      Ken Warneke, Treasurer  
                                      Laura Hayes, Clerk  
                                      LaDonna Braun, Deputy Clerk

Board Members Absent:     Bruce Aubol, Supervisor

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

Supervisor Pflgebraar motioned to approve the agenda. Supervisor Leslie seconded. All present were in favor. The meeting proceeded in accordance with the agenda as presented.

Supervisor Pflgebraar motioned to approve the consent agenda consisting of: a) Approval of Minutes: Regular Monthly Board Meeting 7-9-14; and, Second Monthly Board Meeting 7-23-14. b) Approve List of Claims (Disbursement List Received at Meeting). Supervisor Alfords seconded. All were in favor.

**BUSINESS FROM THE CLERK**

A) Great Elk Subdivision-Preliminary & Final Plat Approval – (Twp Review 2/2) -

GREAT ELK SUBDIVISION - SIMPLE PLAT – PRELIMINARY AND FINAL PLAT APPROVAL.

10-127-1300 - Big Lake MN 55309  
PT OF SW ¼ OF NE ¼ AND PT OF N ½ OF NE ¼ AND NE ¼ OF NW ¼ FULL LEGAL  
ON FILE - TOTAL ACRES 25.23  
Sec. 27, Twp 33, Rge 27

TOWN BOARD ACTION:

Supervisor Alford's motioned to approve the preliminary and final plat of Great Elk Subdivision Simple Plat consisting of 2 lots (Lot 1 Blk 2 has existing industrial buildings), as recommended by the Planning Commission and approved by the County Board of Commissioners with the following conditions:

1. There shall be no net increase in storm water runoff to the US Hwy 10 ROW from the plat, per MnDOT letter dated Jan 29, 2014.
2. The property owner shall obtain a change of use permit, or ROW permit from MnDOT prior to any work within US Hwy 10 ROW, per Mn DOT letter dated Jan 29, 2014.
3. Access to Lot 1, Block 2 will remain via the existing easement shown as "gravel driveway" on the preliminary plat, per MnDOT letter dated Jan 29, 2014.
4. The developer shall pay a Park Dedication Fee of \$800. Per residential lot (\$800. Total).
5. A Developer's Agreement with the County Attorney's Office shall be waived per the County Attorney.
6. The plat shall be recorded in the office of the County Recorder/Registrar of Titles, subject to recording fees, within one year of County Board approval of the Final Plat.

NOTE TO APPLICANT: The Final Plat approval will expire one year from the date of the County Board final decision. It is the developer's responsibility to record the plat within that 1-year period so that the plat does not expire.

Supervisor Leslie seconded the motion. All present voted in favor. The motion carried.

B) Todd Anderson – IUP for Contractor's Yard & Auction Service – (Twp Review 2/2) –

TODD ANDERSON – IUP FOR A CONTRACTORS YARD FOR A SMALL PAVING COMPANY & FOR INDOOR ONLINE AUCTION SALES BUSINESS.

10-127-1300 - Big Lake MN 55309  
THAT PART OF THE SW ¼ OF THE NE ¼ THAT LIES EAST OF US TRUNK HWY 10  
(TOTAL ACREAGE OF PARCEL IS 25.23 ACRES +/-)  
Sec. 27, Twp 33, Rge 27

Supervisor Leslie motioned to approve the request for an interim use permit for a contractors yard for a small paving company (Crossroads Paving & Potholes Plus) also for indoor online auction sales business (Crossroads Auction Sales Hut Company - CASHco) located in an Industrial District, as recommended by the Planning Commission and approved by the County Board of Commissioners with the following conditions:

1. Use of the property as a Contractors Yard and Auction Business is limited the area East of US Hwy 10, as identified on the site plan dated April 7, 2014.
2. Access will remain via an existing easement on MnDOT ROW.
3. All exterior lighting shall be directed away from the public right-of-way.
4. Exterior storage shall be screened from view of US Hwy 10. If existing trees are removed, screening must be re-established by the property owner. Trees may not be removed from MnDOT ROW without permission from MnDOT.
5. There shall be no on-site auctions conducted at this property.
6. Prior to recording of the IUP, the applicant shall seal the shop floor drain, and notify the County for inspection.
7. There shall be no vehicle or equipment maintenance conducted outdoors. All hazardous waste shall be properly disposed of by the applicant according to the MPCA regulations.
8. The applicant shall allow the County to inspect the property during normal business hours.
9. The applicant shall comply with all federal, state, and local laws and regulations.
10. This IUP issued to Crossroads Industries, and shall expire with a change in majority ownership of the business.
11. The Planning Commission has made the finding in Section 18, Subd. 6, Item 4 of the Zoning Ordinance.
12. Any signage will be required to comply with the County Zoning Ordinance.

Supervisor Pfliegerhaa seconded the motion. All present voted in favor. The motion carried.

C) Other-Updates-Meetings -

Town Board & Staff Work at Legacy Grill/Music in the Park – Thurs. August 21 at 5:30 p.m. – Clerk Hayes reminded the Board of the Township’s commitment to work at the upcoming Music in the Park event.

District 7 Meeting & Election – Wed. September 3 at 7:30 p.m. – Clerk Hayes advised the Annual District Meeting will be held in Cambridge at the Anoka Ramsey Community College. Four people are running for election for the seat of District 7 Director.

Sherburne County Sheriff's Department, Commander Doran presented the Board with the July calls for service report. There were 245 calls compared to June's 230. The increase is due mostly to an increase in civil complaints. The Sheriff's office has been assisting with traffic control during County Road 15 reconstruction. Treasurer Warneke reported approximately a dozen Township road signs have been stolen over the past few weeks.

## BUSINESS FROM THE SUPERVISORS/COMMITTEE REPORTS

### TOWN ROADS

1) Award of Snowplowing Contract – Clerk Hayes presented the two bids received for snowplowing services. JME Companies and TW Hauling, both currently providing snowplowing services to the Township were the only bids received. Supervisor Alfords noted the rates are very comparable to each other and reflect either no change or no significant change to rates. Supervisor Pflgebraar noted although the 2013-2014 snowplowing season was very challenging, very few complaint calls were received by the Supervisors. Supervisor Pflgebraar motioned to award the contracts to JME Companies and TW Hauling, with no change to the plowing service areas. Supervisor Alfords seconded. All present were in favor.

2) Other-Updates-Meetings – Treasurer Warneke advised Jeff Rhodes is working on routing/crackfilling, mowing, drainage and shouldering repairs. Township Engineer, Ross Abel advised seal coating is complete. The bituminous patching is nearly complete. The bituminous overlay preconstruction meeting with the contractor, Rum River Contracting, has been schedule for Monday, August 18 at 10:30 a.m. at Oliver Surveying.

### CHAIRMAN'S REPORT

There was nothing to report on at this time.

### SUPERVISOR'S REPORT

1) EDA Update – Supervisor Pflgebraar advised a laundromat business had looked at a location South of Hwy 10 and East of Eagle Lake Road. The City of Big Lake has settled on a per square foot price for the parcel located North of Hwy 10 and East of Eagle Lake Road. Kwik Trip is now working with the adjacent property owner to negotiate a potential purchase. Supervisor Leslie advised Flour City Bending, currently located in Becker, is considering the former Stone Company building in Industrial Park East. Supervisor Pflgebraar advised the broadband communication survey has demonstrated that in the greater Big Lake and Elk River area, residents are dissatisfied with the current service.

#### BUSINESS FROM THE TREASURER

a) Monthly Report –Treasurer Warneke advised claims, payroll and August Fire Department Payroll in tonight's claims totaled \$56,791.26. Treasurer Warneke reviewed the 101, 102, 103 and 402 funds. All funds are solvent. The clean-up day event, snowplowing and shouldering/drainage repair items are over-budget. Supervisor Leslie motioned to approve the Treasurer's Report. Supervisor Pfliegerhaas seconded. All present were in favor.

Review of Year Ended 12-31-2013 Financial Audit of the Town of Big Lake - Treasurer Ken Warneke presented copies of the Comprehensive Annual Financial Report for Year Ended December 31, 2012 to all Board Members at the July 23, 2014 meeting for their review. Treasurer Warneke advised at that time, Big Lake Township had received a clean opinion and the Township is in compliance with government standards of accounting. The Board had no questions following receipt and individual review of the audit. Supervisor Alfords motioned to acknowledge receipt of and approve the 2013 annual financial audit. Supervisor Pfliegerhaas seconded. All present were in favor.

#### OTHER BUSINESS FROM THE BOARD

Supervisor Leslie advised he has received a quote for removal of the house and remaining buildings from Brenteson Construction & Rusty Pittman, together. He is waiting for a second quote from Mike Leverty, TW Hauling for demolition and removal of the buildings after the house is used for a training burn, if that is determined to be the course of removal.

#### ADJOURNMENT

A motion was made by Supervisor Leslie to adjourn the meeting. Supervisor Pfliegerhaas seconded. All present were in favor. The meeting adjourned at 7:35 p.m.

Respectfully Submitted,

Laura Hayes, Clerk

Bob Hofer, Chairman