

TOWN of BIG LAKE
“Sherburne County’s First 5-Member Township Board”
21960 County Road 5 ~ PO Box 75, Big Lake, Minnesota 55309

MONTHLY MEETING
WEDNESDAY NOVEMBER 8, 2017

The Town of Big Lake Board of Supervisors met in regular session, on Wednesday November 8, 2017, at the Town of Big Lake Town Hall, located in the Big Lake Township, Lions Park Community Center, 21960 County Road 5, Big Lake Township, Sherburne County, State of Minnesota. The meeting was called to order by Chair Hofer and the Pledge of Allegiance was recited. Supervisors Larry Alfords, Bruce Aubol, Norm Leslie, Treasurer Kenneth Warneke, Clerk Brenda Kimberly-Maas, Deputy Clerk Jayme Swenson and one (1) audience member were in attendance. Absent from the meeting were Supervisor Steve Pfliegaar and Town Engineer Ross Abel.

APPROVAL OF MEETING AGENDA

Clerk Kimberly-Maas requested the addition of item 6.e. under Business from the Clerk.

Motion/Second to accept Agenda as amended by: Leslie/Aubol. All Supervisors approved.

Motion Prevailed.

The meeting proceeded in accordance with the amended agenda.

APPROVAL OF CONSENT AGENDA

The consent agenda consisted of: Approval of Regular Monthly Board Meeting Minutes 10-25-17, Approve List of Claims & Payroll, Authorize Staff to pay normal expenses in the months of November and December, which would normally be approved and paid at the second regular monthly meetings. (note: Paid claims list will be included for review at 12/13/2017 and 1/10/2018 meetings), Approve GIS addressing of new parcels, by Sherburne County.

Motion/Second to approve the Consent Agenda as presented by: Aubol/Alfords. All Supervisors approved. Motion Prevailed.

OPEN FORUM

No open forum business brought forth.

CLERK’S BUSINESS

Fire Chief’s Report: Clerk Kimberly-Maas presented the Fire Report on behalf of Chief Nemes. In October, the Department responded to 13 calls, during the month. Five (5) in the City of Big Lake, six (6) in Big Lake Township, one (1) in Orrock Township and one (1) mutual aid call in Monticello. The Department responded to a detached garage fire at 431 Crescent St, the morning of October 22nd. Early detection of smoke, seven (7) minute response from time of page to arrival on scene resulted in containment of the fire to the workbench area and some damage to interior insulation. No serious structural damage occurred. The Fire Department was assisted by Big Lake Police Department. Training in November will focus on Cold Water Rescue. Members will don cold water “mustang suits” and enter the water to rescue a “victim”. This will be a joint training session with Sherburne County Water Patrol. Specifications for the new 3000 gallon water tender were completed and call for bids was done on Monday November 6, 2017. Bids will be opened on December 5, 2017.

Office Housekeeping: All of the ductwork has been cleaned, the office area carpet has been cleaned as have all of the banquet chairs. The furnaces and boiler are scheduled to be cleaned and tuned in the next week. Staff is satisfied with the quality of the workmanship provided by the vendors.

Solar Garden Updates:

US Solar Garden Site: Clerk Kimberly-Maas provided the site plan received for the Solar Garden to be built on parcel 10-325-3101, by US Solar. US Solar had contacted the office requesting information on placement of two access points onto 196th St. NW. The main access will be toward the south of the parcel with Xcel Energy’s required access on the north corner of the parcel. Commercial driveway specifications were sent to the developer and approval by road committee member Ken Warnenke had been given for the proposed placement of the driveways.

Sanford Solar Garden Site: Clerk Kimberly-Maas informed the Board there will be an access point on the west side of the garden. There was a bit of confusion on need for the access off of 199th Ave. NW and Ken stated the gravel driveway is only for Xcel to gain access to their lines. Ken also told the Board a locked gate will be installed, on the east end of the improvement/gravel.

Auditor Assessment Fees: Clerk Kimberly-Maas provided the Board with a letter the Town received from the County Auditor's Office stating, beginning in 2018 if the Township needs to place a special assessment on any parcel, there will be a \$5 per parcel/per year fee. If the assessment is unpaid by the owner, it will be added to the tax bill of the property.

Call for a Special Meeting with the City of Big Lake: Late in the day, Brenda was contacted by Michael Healy, City of Big Lake Planner. He was requesting she ask the Board to approve a special joint meeting on December 13, 2017. The meeting is being suggested to discuss revising Vision Transportation's CUP and revised the Industrial Park – Phase I covenants. Would the Board like to meet at 4:00PM or 4:30PM. Bruce Aubol suggested the meeting be held at 4:00PM on Wednesday December 13, 2017 at the City Council Chambers. Brenda will request this time with Michael Healy.

BOARD BUSINESS. UPDATES. COMMITTEE REPORTS

Supervisor had no updates for the Board.

Supervisor Alford's stated 2017 in house road projects continue to be worked on. Depending on weather, shouldering may continue or may need to be suspended until 2018.

Supervisor Aubol told the Board he got the Town Hall parking lot, wheel stops pinned.

Supervisor Leslie had no updates for the Board.

TREASURER BUSINESS

Treasurer Warneke informed the Board; the Governmental fund balance is \$1,084,910.00. He reviewed the financial report. The Board had no concerns or questions on the Treasurer's report. Motion/Second to approve the Treasurer's report by: Aubol/Leslie. All Supervisors approved. Motion Prevailed

ANNOUNCEMENTS

Clerk Kimberly-Maas announce announced the December 8th Chamber of Commerce's Hawaiian Holiday Social.

ADJOURNMENT

Motion/Second to adjourn the Wednesday November 8, 2017 Regular Meeting at 6:30PM by: Leslie/Aubol. All Supervisors Approved. Motion Prevailed.

Respectfully Submitted,
Brenda Kimberly-Maas, Town of Big Lake, Clerk

Accepted this 13th day of December 2017, by the Town of Big Lake Board of Supervisors.

Robert Hofer, Chairman

Attest: _____
Brenda Kimberly-Maas, Clerk