



21960 COUNTY ROAD 5 • PO BOX 75 • BIG LAKE, MINNESOTA 55309

## MONTHLY MEETING – WEDNESDAY JANUARY 10, 2018

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The Town of Big Lake Board of Supervisors met in regular session, on Wednesday January 10, 2018, 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 Vice-Chair Aubol and the Pledge of Allegiance to the United States of America was recited.

Board Members present were Bruce Aubol, Norm Leslie and Steve Pflieger, Treasurer Kenneth Warneke, Clerk Brenda Kimberly-Maas, Deputy Clerk Jayme Swenson, Town Engineer Ross Abel, Sherburne County Sheriff Commander Steve Doran, and one (1) audience member were in attendance. Absent from the meeting were Supervisors Larry Alfords and Bob Hofer.

### **APPROVAL OF MEETING AGENDA**

Request to add Sheriff's report after Consent Agenda. Motion/Second to accept Agenda with the addition by: Pflieger/Leslie. All present Supervisors approved. Motion Prevailed. The meeting proceeded in accordance with the presented agenda.

### **APPROVAL OF CONSENT AGENDA**

The consent agenda consisted of: Approval of Regular Monthly Board Meeting Minutes 12-13-17, Joint Planning Board Minutes 12-13-2017, Joint Powers Board Minutes 12-13-2017, Approve List of Claims & Payroll.

Motion/Second to approve the Consent Agenda as presented by: Leslie/Pflieger. All present Supervisors approved. Motion Prevailed.

### **SHERIFF'S DEPARTMENT UPDATE**

Commander Doran updated the Board, reporting there were 250 calls from mid-December and to date in January. Calls consisted of domestic violence, DUI stops, burglary, one criminal sexual conduct and two deaths in the Township. Cmdr. Doran was pleased to tell the Board one of the Deputies stopped a burglary in process, taking two individuals into custody. He also told the Board, Sheriff Brott will be calling to be placed on an upcoming agenda, to present his annual report .

### **CLERK'S BUSINESS**

Rescind Resolution RES 2017-18 Approving Site and Building Plan Review – Custom Turning, LLC: Clerk Kimberly-Maas reminded the Board that Custom Turning was not going to be building a new facility in the Industrial Park. Therefore, it is recommended the resolution approving their site and building plan be rescinded.

Motion/Second to Rescind Resolution RES 2017-18 Approving Site and Building Plan Review – Custom Turning, LLC by: Leslie/Pflieger. All present Supervisors approved. Motion Prevailed.

Rob Lind – Subdivision Ordinance Variance Request: Rob had attended the 1/10/2018 meeting and spoke to the Board about his request under Open Forum. The variance will allow him to add four lots to the west of Black Cherry Preserve on 218<sup>th</sup> Ave. where there are already 24 residential lots with only one access to a public road. Board members noted by granting the variance, the Town has no assurance another access onto 218<sup>th</sup> Ave. will be built, if/when the rest of the land is developed. Additionally, there are three residences which are currently accessing a Town road by means of a

shared driveway through a private piece of land. The future plan shown to the Board, doesn't take access to a public road, for those homes.

Motion/Second to recommend DENIAL of the variance. Additionally, the Board suggests a full preliminary plat be drawn which could be implemented in two phases. Where Phase I consist of the four desired lots and the remaining lots and road be built in Phase II by: Pflieger/Leslie. All present Supervisors approved. Motion Prevailed.

Website update: Scot Pflieger had converted the contents of the website and site has gone live. A meeting to instruct staff on maintenance will be scheduled, in the near future.

Trail Grant Support Letter: The City of Big Lake is applying for a grant to build a walking/biking trail from Manitou Street onto County Road 73 where it will travel on the east side of 73 to Highland Trail. Layne Ottenson, the City's Engineer, contacted the Township asking if the Board would consider sending a letter of support, for the grant application. Clerk Kimberly-Maas presented a letter for the Board's consideration in the matter.

Motion/Second to send grant support letter presented by: Leslie/Pflieger. All present Supervisors approved. Motion Prevailed.

Knick Knack Knoll Lot/Well: Clerk Kimberly-Maas informed the Board the Fire Board met on January 8<sup>th</sup> and during the meeting they discussed the lot co-owned by the Town and City. The Fire Board learned the well would not be useful as a tanker filling station. This is due to the cost to install a pump, pumphouse and build an access to the pumphouse. It was also learned the current capacity of tankers and pumpers, allows for much more water to be brought to fires, requiring less reloading of water. The Fire Board asked members to inquire with their respective officials about selling or keeping the parcel. There is a grant program available for well sealing, if sealing the well is desired. The cost to drill a similar well is between \$20-30 thousand. The Board discussed whether selling the lot makes sense and if so, should the well be sealed. The Board learned Ziegler Construction has lots in Knick Knack Knoll and at one time, the Knick Knack Knoll, Home Owner's Association spoke about building a park in the development. Research on lot prices and park interest will be done.

Tabled until January 24<sup>th</sup> Meeting.

#### **BOARD BUSINESS, UPDATES, COMMITTEE REPORTS**

Supervisor Aubol and Supervisor Leslie had no updates.

Supervisor Pflieger attended Sherburne County EDA meeting and the City of Big Lake EDA meeting. During the County EDA meeting, Lupilin Brewing received more funding for additional manufacturing area at their facility in the City of Big Lake. During the Big Lake EDA meeting, Lupilin was given tax abatement, for the manufacturing portion of the business.

#### **ROADS**

Town Engineer, Ross Abel informed the Board the Final Pay Applications for Park will be delivered at the January 24, 2017 meeting. He also told the Board the application used by Oliver & Associates had a calculating error when generating the ASTECH pay claim. He estimates the Town will owe an additional \$2000.00 on the overlay project to correct the error. The park trail maps were completed and he brought six full-sized maps. He also told the Board he found a company which has the ability to laminate the full sized maps for roughly \$18/each or (\$3.50/sq ft.). Town staff will research other laminating options, for cost comparison.

Treasurer Warneke told the Board he and Ross need to meet to discuss 2018 road projects. He also informed the Board there have been some complaints about road conditions, but nothing out of the ordinary. The Board asked how much it costs the Township each time the plow trucks go out. It costs about \$10,000 to have the trucks go out. This cost does NOT include any ice control product.

#### **TREASURER BUSINESS**

Treasurer Warneke reviewed the financial report. Governmental fund balance is \$1,223,198.00 and escrow funds balance of \$139,318.00 for a total balance of \$1,362,516.00. The Board had no concerns or questions on the Treasurer's report. Motion/Second to approve the Treasurer's report by: Pflieger/Leslie. All Supervisors approved. Motion Passed

**ANNOUNCEMENTS**

Clerk Kimberly-Maas announced: Sherburne County Association of Townships meeting on Wednesday January 17, 2018. Meal served at 6:30PM meeting starts at 7:00PM.

ISD 728 Community Meeting on Wednesday January 24, 2018 from 2:00PM – 4:00PM at ISD 728 offices.

**ADJOURNMENT**

Motion/Second to adjourn the Wednesday January 10, 2018 Regular Meeting at 6:56PM by: Leslie/Pfleghaar. All present Supervisors Approved. Motion Passed.

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

Accepted this 24<sup>th</sup> day of January 2018, by the Town of Big Lake Board of Supervisors.

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Bruce Aubol, Vice-Chairman

Attest: \_\_\_\_\_  
Brenda Kimberly-Maas, Clerk