



REGULAR MEETING  
WEDNESDAY JUNE 13, 2018 6:00PM

The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday June 13, 2018, at the Town of Big Lake Town Hall, located in the Big Lake Township's Lions Park Community Center, at 21960 County Road 5, Big Lake Township, Sherburne County, State of Minnesota. The meeting was called to order by Chair Aubol and the Pledge of Allegiance was recited. Chair Bruce Aubol, Supervisors Bob Hofer, Norm Leslie, Steve Pflieger Treasurer Kenneth Warneke, Clerk Brenda Kimberly-Maas, Deputy Clerk Jayme Swenson, Ross Abel - Town engineer, Fire Captain Chris Brezinka, State Senator, Mary Kiffmeyer, a newspaper reporter and one audience member were in attendance. Supervisor Larry Alford was absent.

#### **Approval of Meeting Agenda**

Motion/Second to accept the presented Agenda by: Hofer/Pflieger. All Present Supervisors Approved. Motion Prevailed. The meeting proceeded in accordance with the Agenda.

#### **Approval of Consent Agenda**

The Consent Agenda consisted of: a) Approval of Minutes – Regular meeting of 5/23/2018 and Joint Powers Board meeting 5/23/2018. b) Approve List of Claims & Payroll. Motion/Second to Approve Consent Agenda by: Leslie/Pflieger. All Present Supervisors Approved. Motion Prevailed.

#### **Open Forum**

Township resident and State Senator, Mary Kiffmeyer asked to address the Board and audience. Senator Kiffmeyer updated the Board with information from her office and business around the State. Of particular note were the approval of major road projects for Hwy 169, I94 between St. Michael & Albertville and Hennepin Co. Rd 81/Brockton Ln/I94 interchange. The Hwy 169 construction will begin in roughly three years and will take 6-7 years to complete. The I94 - St. Michael/Albertville project will increase the number of lanes to 6 (three in each direction) and the interchange on I94/CR81&Brockton Ln will help to get traffic onto and off of the interstate with ease. Total funds secured for these three projects is \$331 million (some of these funds will be received from Federal funds). Mary also reported \$25 million has been allocated for the Safe Schools program. She reported the program was designed so there can be some flexibility in the spending of the funds, for capital expenditures like counselors, SROs and maintenance, in addition to equipment like metal detectors. Mary also reported the State allocated \$7million for election equipment upgrades in 2018 and that Sherburne County received some of the grant money to purchase the ePoll books, which will be implemented this election season.

#### **Business from the Clerk**

Clerk Kimberly-Maas told the Board, Mitch Potter – 19938 182<sup>nd</sup> Ave. NW PID# 10-417-0440, Lot 8, Block 4 in Shorewood Acres Second Addition, was present to request the Board consider issuing a License Agreement to install the absorption area, for a new subsurface treatment system (septic system). The proposed absorption area will be partially within the Town's drainage & utility easement which runs adjacent to 199<sup>th</sup> Cir and 182<sup>nd</sup> Ave. Mitch explained he needs to install a well & new septic system. Due to the location of his proposed new well, the septic system has to be moved to the front of his lot and the drain field ends up encroaching on the drainage and utility easement. Ross, Town engineer, had reviewed the site plan and septic design. He submitted

a letter to the Board, recommending approval of the location and issuance of a License Agreement for construction and operation of the system within the platted drainage and utility easement. Motion/Second to donate issue a License Agreement allowing for the construction and operation of a septic system within the dedicated drainage and utility of Lot 8, Block 4 of Shorewood Acres – Second Addition, as is on record in the office of the Sherburne County Recorder by: Leslie/Pfleghaar. All Present Supervisors Approved. Motion Prevailed.

Brenda told the Board the current evening and weekend dog catcher's invoices were pulled at the request of Larry, prior to the meeting. A meeting between Craig Hillburn – House Rescuers, Larry, Jayme and herself was scheduled for the following morning (5/24) to discuss the invoice. Larry noted there were some questions on the charges as they were not in line with the contract and he wanted to discuss them with Craig. Ken noted the County Sheriff's department required someone be available to take care of dog complaints on weekends and after 5PM. The Board will be updated after the meeting.

The Sherburne History Center sent their annual donation campaign letter. Brenda informed the Board that the Town has historically donated \$1000 to the center and asked if the Board would like to consider a donation in 2018.

Motion/Second to donate \$1000 to the Sherburne History Center by: Leslie/Pfleghaar. All Present Supervisors Approved. Motion Prevailed.

Brenda reminded the Board of the Minnesota Association of Township's Summer Specialized Training event to be held in St. Cloud. Interested Supervisors and staff should sign-up online.

Brenda informed the Board the Recycle Day event was successful with 214 residents served. The line to enter the gate, from the north on 166<sup>th</sup> Street was clear at 9:30AM. The use of the track hoe was lost at 1PM, due to a water main break, but the event was still a success as less debris was brought to the event. Gate receipts totaled \$11,539. Total expenses had not been calculated. The per item fees at our event were comparable to the fees at Becker's event, which was held the same day. Brenda will update when numbers are finalized with comparisons to previous years data.

The Clerk's office had received a formal complaint to the Town's Animal Ordinance 85-1. The complainant told Brenda that his neighbor, Jennifer Townsend, had more than three (3) dogs which were being housed at her residence and had chickens, as well. The residence is located in the Twin Pines Addition and the lot is less than an acre in size. The complainant has tried to resolve the concerns by talking to Jennifer about our ordinances and her non-compliance. He has been met with indifference and anger. He is requesting the Board have the "animal warden" visit Jennifer to enforce the ordinance. The Board discussed the complaint and asked Brenda to send a violation letter to Ms. Townsend and follow-up at the next meeting.

Charter Communication has contacted the Town with regard to the expired Franchise Communication Contract. Charter has submitted some changes for the Town's consideration. Brenda and Ken have reviewed the proposed changes. Brenda is unfamiliar with franchise agreements and ordinances and is looking for authority to contact legal counsel, for review of the proposed changes. Ken stated changes include removal of construction language and negotiation of fees. He is unsure what the current market rate is for access and franchise fees. Ken recommended the Town contact a lawyer who is versed in franchise ordinances, to ensure the Town is receiving the proper amount in franchise fees. Motion/Second to contact a lawyer who has experience with Franchise Ordinances and Agreements to ensure the proposed language and fee amounts are in the best interest of the Town by: Pfleghaar/Hofer. All Present Supervisors Approved. Motion Prevailed.

### **Supervisor Updates**

Chair Aubol reported the Joint Powers Board met prior to this meeting to discuss the expansion of the Cargill building.

Supervisor Alford reported that he, Norm, Ken, Brenda and Marc Schneider, County Planner met with the City to discuss their comprehensive plan. During the meeting all parties talked about the Town's points of concern, such as minimum lot sizes in areas listed as future expansion, industrial expansion areas, roads and parks. Other townships where cities are looking to expand are experiencing similar concerns. The next step lays

with Marc Schneider who will be reviewing the county's subdivision ordinances and devise a plan to protect the Towns interest while considering the city's plans of expansion. Follow-up as information becomes available.

Supervisor Leslie reported he attended the Cargill Kitchens tour and found it quite interesting. Norm told the Board the facility currently boils and packages 1 million medium sized eggs, daily. Cargill's planned expansion will allow the plant to process all sized eggs into a liquid product. The proposed silos will contain liquid eggs. Norm also said the process is very sanitary. The eggs are checked before entering the plant and at each phase of the process. Employees also must wear protective and sanitized coverings. The other interesting fact is the labor force works at both the Big Lake and Monticello facilities based on need at each plant. Norm also announce that Lisi will be hosting a similar open house and tour of their expansion area, on Wednesday June 13<sup>th</sup> at 9:30AM, if anyone was interested in attending.

Supervisor Pflgebraar had attended EDA meetings at the City and County levels. The County had a financial presentation where Steve learned about the availability of low rate interest loans for qualifying county residents and the county's change to use more billboards in it's marketing campaign. Billboards between Minneapolis/St. Paul and St. Cloud will be used to educate commuters on the benefits of living and doing business in Sherburne County. At the city's EDA meeting he learned of a retail/hotel market study that had been done for the City of Big Lake. The study revealed that businesses which sell building materials are losing 90% of those sales to the big box stores and the hotel is rarely used. Steve also announced the Big Lake Farmer's market will be opening on June 6<sup>th</sup>.

### **Roads**

2018 Road Improvements started in the Whitewater Estates. Patching had been done on 5/21 and paving started on 5/22 and continued today (5/23). Ross was not quite done writing change order #1 to the contract. The change order will include four areas. The unit costs for the three areas were agreeable to both ASTECH and the Town. The fourth area – 221<sup>st</sup> Ave. in section 1, will need more work to complete because the subgrade for the realignment, will need to be fixed before paving can occur.

### **Treasurer's Report**

Treasurer Warneke reviewed the financial statement with the Board and reported the cash balance of the Government Funds (including the escrow funds) as \$835,000. Road balance continues to be very low and will be until our first settlement arrives. The snow season caused us to spend \$62,000 more than our budgeted amount. Bruce asked about additional work to take advantage of the low tar prices. Ken told him there were a number of segments added for overlays, but there would not be any sealcoating done this year.

Motion/Second to approve the Treasurer's report by: Pflgebraar/Hofer. All Supervisors present approved.

Motion Prevailed.

### **Announcements**

Sherburne County Government Center Grand Opening Wednesday, June 6, 2018 at 3PM.

Beth Kautz, County Assessor for Big Lake Township, will be retiring. Her last day will be on June 15, 2018.

Bike Rodeo on June 13<sup>th</sup> at the Liberty Elementary Bus Parking lot from 10AM - 11AM

### **Adjournment:**

Motion/Second to adjourn the Regular Meeting at 7:05 by: Leslie/Hofer. All Supervisors present Approved. Motion Prevailed.

Respectfully Submitted,  
Brenda Kimberly-Maas  
Clerk

Accepted this 13th day of June 2018, by the Big Lake Township Board of Supervisors.

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Bruce Aubol, Chair

Attest:

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Brenda Kimberly-Maas, Town Clerk