



REGULAR MEETING
WEDNESDAY JUNE 27, 2018 6:00PM

The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday June 27, 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 Vice Chair Pflighaar and the Pledge of Allegiance was recited. Vice Chair Steve Pflighaar, Supervisors Norm Leslie, Larry Alford, Treasurer Kenneth Warneke, Clerk Brenda Kimberly-Maas, Deputy Clerk Jayme Swenson, Ross Abel - Town engineer, Molly Thompson CPA, and Ashley Meagher from Schlenner Wenner & Co. accounting firm, a newspaper reporter and two audience members were in attendance. Supervisors Bruce Aubol and Bob Hofer were absent.

Approval of Meeting Agenda

Motion/Second to accept the presented Agenda by: Alford/Leslie. 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 06/13/2018. b) Approve List of Claims & Payroll – included in is the 2018 Partial Payment #1 for road overlay projects. Motion/Second to Approve Consent Agenda by: Leslie/Alford. All present Supervisors approved. Motion Prevailed.

Sheriff's Report

Commander Doran reported that a speed study is taking place on County Road 75 due to resident concern. The Sheriff's Department Call Summary Report for the Town will be delivered to the Board in the near future. The calls have been average and there are no areas of concern.

Open Forum

Resident Bret Collier addressed the Board with concerns of residual winter ice control sand on the roads. The Board and Treasurer acknowledged that this past winter season required more sand than average. The Township's vendor has been out removing sand from the roads. The Board stated that not all Town roads will be swept annually. Areas are identified by Road Committee from a safety aspect and the Committee continues to tour the roads for areas of concern. Treasurer Warnke will look at the areas the Mr. Collier has brought to attention tonight.

2017 Audit Report

Molly Thompson CPA, and Ashley Meagher from Schlenner Wenner & Co. accounting firm presented the 2017 Town of Big Lake Audit to the Board. Ashley reviewed the audit procedures and reported that after the 2017 audit, the Town received a Clean Report. The audit indicates that a review of accounting policies would be optimal for the Town. The Board requested that sample policies be sent to the Clerk's Office for review. Molly reported to the Board that the staff has helpful to complete the audit in a timely fashion. Treasurer Warnke commented that he noticed that communication through email also improved the audit time. Motion/Second to Accept the 2017 Town of Big Lake Audit by: Alford/Leslie. All present Supervisors approved. Motion Prevailed.

Business from the Clerk

Clerk Kimberly-Maas introduced to the Board resident Jennifer Townsend. Currently there is an open violation regarding compliance with Animal Ordinance 85-1. Jennifer addressed the Board stating that she believes her chickens and four dogs should be allowed to stay on her property. Jennifer asked for an exception, as she feels it is the best for her family and budget. Jennifer stated that she is a foster dog caregiver for a local shelter and she owns three dogs herself. The additional dogs are foster dogs and not permanent. She told the Board that the dogs have been generally kept indoors. She shared with the Board various interactions with her neighbor that may have lead to the complaint being filed. Supervisor Alfords inquired on the budget implications the care of four dogs would be. Jennifer stated that the rescue pays for the one foster dog. Supervisor Leslie asked for clarification of her comments on the financial savings on the eggs for three chickens. The Board heard Jennifer's response to her violation of Animal Ordinance 85-1. Supervisor Alfords stated that Animal Ordinance 85-1 will remain the same without changes and that she will not be given an exception. Supervisor Pflgebraar addressed that any future Animal Ordinance changes, would not allow chickens on a lot less than 2.5 acre. Motion/Second to reinspect Jennifer Townsend's Ordinance 85 -1 Violation on July 11, 2018 by: Leslie/Alfords. All present Supervisors approved. Motion Prevailed

Clerk Kimberly-Maas moved to the next item and requested the Board to rescind Resolution 2018-11 and adopt Resolution 2018-15. A letter from the State was received requesting the Town to change the classification on the applications for the 2018 tax forfeited land to best fit the description of its future purpose. Motion/Second to rescind Resolution 2018-11 by: Alfords/Leslie. All present Supervisors approved.

Motion Prevailed. Motion/Second to adopt Resolution 2018-15 by: Alfords/Leslie. All present Supervisors approved. Motion Prevailed.

Clerk Kimberly-Maas excused herself from the meeting and Deputy Clerk Swenson resumed.

Deputy Clerk Swenson requested comments from the Board on rezoning PID# 10-324-2400. The County received a request from property owner to rezone PID# 10-324-2400 from Industrial to Urban Expansion. Sherburne County, the City of Big Lake and a Town Committee met and discussed the request. The consensus was that Urban Expansion would be a proper fit for the rezone. Supervisor Alfords noted that it would provide flexibly in the future for the land. Supervisor Leslie noted that due to the proximity of water, the parcel should be changed from Industrial. Motion/Second to respond with comments to Sherburne County of no concerns with rezoning PID#10-324-2400 from Industrial to Urban Expansion by: Alfords/Leslie. All present Supervisors approved. Motion Prevailed. Deputy Clerk Swenson presented to the Board a petition to set a public hearing to vacate a portion of a dedicated road easement in the Birch Lake Beach. Treasurer Warnke assisted with providing information regarding the land, Plat history and easement. The Board discussed the Plat and sees no concern regarding vacation request moving forward to a Public Hearing. Motion/Second to set a public hearing date of; July 25, 2018 for consideration to vacate a portion of a dedicated road easement in the Birch Lake Beach Plat by: Leslie/Alfords. All Present Supervisors Approved. Motion Prevailed.

Deputy Clerk requested the Board form an ad hoc committee for the purpose to review Current Town Ordinances and Fine/Fee Schedule. The ad hoc Committee will include Supervisors Leslie, Alfords and Staff. Meeting dates and time will be set at a later date by the Committee Members.

Business from the Board – Committee Reports/Updates

Supervisor Alfords reported that the Road Committee will meet with Jeff Rhodes tomorrow to discuss the summer road projects.

Supervisor Leslie reported that the increased use of the Township's Lions Parks has required an additional dumper be placed.

Supervisor Pflgebraar attended a Chamber Meeting that focused on the Chamber's plan to best serve the community.

Roads

Town Engineer Ross Able notified the Board that the summer 2018 projects are nearing completion. The contractor finished the corrective work on 221st Ave. The shouldering is done as well as the curb establishment. Grass has not started to grow in the refurbished areas but he expects it will soon. He is expecting the contract for the projects, with ASTEC, to come in under budget.

Treasurer’s Report

Treasurer Warneke reviewed the Financial Statements with the Board and reported the cash balance of the Government Funds (including the escrow funds) as \$842,330.27. The Road fund will temporarily be in a negative position. A payment for the 2018 road project was approved to pay tonight, however, the 1st tax payment will be deposited shortly and will put the fund in the positive. Motion/Second to approve the Treasurer’s report by: Alford/Leslie. All Supervisors present approved. Motion Prevailed.

Announcements

*Sherburne County Community Partner Meeting: Wed. July 18th 2:30 – 4:30PM at Bailey Ray’s Roadhouse, Santiago. * ISD 728 Community Partner Meeting: Mon. July 30th 2-4PM School Dist. Office, Elk River. Andrew Witter, Public Works Director/County Engineer from Sherburne County will be presenting Friday, June 29th at 10 am at Guardian Angels - 508 Freeport Avenue NW Elk River options of a local sales tax. * The Highway 25 Coalition Meeting on July 28th has been cancelled.

Adjournment:

Motion/Second to adjourn the Regular Meeting at 7:18 by: Leslie/Alford. All Supervisors present approved. Motion Prevailed.

Respectfully Submitted,
Jayme Swenson
Deputy Clerk, Town of Big Lake

Accepted this 11th day of July 2018, by the Town of Big Lake Board of Supervisors.

Bruce Aubol, Chair

Attest: _____
Brenda Kimberly-Maas, Town Clerk