



REGULAR MEETING
WEDNESDAY SEPTEMBER 12, 2018
Following 2018 Reconvened Annual Meeting

The Town of Big Lake Board of Supervisors met in regular session, at 6:20 PM, on Wednesday September 12, 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 NW, Big Lake Township, Sherburne County, State of Minnesota. The meeting was called to order by Chair Aubol. Chair Bruce Aubol, Supervisors Norm Leslie, Larry Alfords, Steve Pflagher, Bob Hofer, Treasurer Kenneth Warneke, Clerk Brenda Kimberly-Maas, Deputy Clerk Jayme Swenson, Town Engineer Ross Abel, a newspaper reporter and three audience members were in attendance.

Approval of Meeting Agenda

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

Approval of Consent Agenda

The Consent Agenda consists of: a) Approval Minutes – Regular meeting of 08/22/2018. b) Approval of the List of Claims & Payroll. Motion/Second to Approve Consent Agenda by: Leslie/Hofer. All present Supervisors approved. Motion Prevailed.

Open Forum

None

Business from the Clerk

Clerk Kimberly-Maas present to the Board a request for an Encroachment/License Agreement for PID 10-539-0105 – 22825 147th Street NW in the Hildes Addition Lot 2 Block 1. The approved final Hildes Addition plat (2006) indicates a driveway is planned to travel over a Big Lake Township drainage easement. Motion/Second to draft and approve a Encroachment/License Agreement for a driveway to be constructed, and traveling over a BLTWP drainage easement on PID 10-539-0105 by: Alfords/Aubol. All present Supervisors approved. Motion Prevailed.

Clerk Kimberly-Maas, presented to the Board a request for approval of adjusting the lowest elevation PID 10-525-0105 – 22129 174th Street NW – Roslyn Addition Lot 1 Block 1. Property owners Bill and Deb Boettner were present to answer the Boards questions in response to the request. After discussion the lowest home elevation was approved at 951 feet, however, the small pond will need to be altered and dug down to 950 feet for the compensation. Motion/Second to approve 951 feet as the lowest elevation for PID 10-525-0105 – 22129 174th Street NW – Roslyn Addition Lot 1 Block 1.5, if a new plan is drawn, review and accepted by Town Engineer Ross Abel, by: Alfords/Aubol. All present Supervisors approved. Motion Prevailed.

Clerk Kimberly-Maas, presented to the Board the Charter Franchise agreement, which is under edit and review by both Charter and the Big Lake Township Board. The Board formed and ad-hoc Committee to review and present findings to the Board at a future meeting. The Committee of Chair Bruce Aubol, Supervisor Steve Pflagher and Staff will meet on October 2nd at 12:00 noon.

Business from the Board – Committee Reports/Updates

Supervisor Alford reported the Ranch Road crossing at Tibbets Brook is planned to receive a new and improved bridge, which will be a large rectangular culvert. An estimate for \$6,400, from Bogart, Pederson & Associates, Inc. to perform the required topographical survey has been received. Bridge funds may be available to offset cost of the project after the Town fulfills its requirements. The grant requires that studies be performed, and the Town be responsible for a financial portion of the project. Motion/Second to accept \$6,400 estimate from Bogart, Pederson & Associates, Inc. and proceed with a topographical survey by: Pflieger/Hofer. All present Supervisors approved. Motion Prevailed.

Supervisor Leslie reported all three Eagle Badge projects at the Big Lake Township's Lions Park have been completed and signed off by Supervisor Leslie. The Big Lake Industrial Park has had interested parties seeking information, however, it appears that there are currently no parties seriously considering purchasing lot(s).

Supervisor Pflieger reported attended Big Lake EDA meeting with no significant news to report. He and Treasurer Warneke attended the MAT District 7 meeting. Topics of discussion were; high-speed internet, annexation and healthcare. Sealed bidding amount requirements have been raised to \$175,000 per project from the previous amount of \$100,000. At the meeting Treasurer Warneke was acknowledged for 23 years of service to the Town.

Roads

Town Engineer Ross Abel has received the pay application signed by ASTEC, however, the Town will not pay the claim until a signed Contractor Affidavit has been received. Treasurer Warneke reported that the striping project has been completed. Road signs in multiple development have been updated and installed.

Treasurer's Report

Treasurer Warneke reviewed the Financial Statements with the Board and reported the cash balance of the Government Funds (excluding the escrow funds) as \$ 933,717.15. Total Disbursements at \$1,580,695.35 and Receipts at \$1,159,579.85. He sees no issues with General Funds. Currently he is working on a Credit Card Use Policy for the Big Lake Fire Department. He is investigating new banking and saving accounts for the BLFD. Motion/Second to approve the Treasurer's report by: Pflieger/Hofer. All Supervisors present approved. Motion Prevailed.

Announcements

*Fall Household Hazardous Waste Collection Events are September 24th, 25th and 26th at the Sherburne County Fairgrounds.

*Sherburne County's Long-Range Transportation Plan Open Houses Tuesday September 18th from 5-7pm at the Elk River City Hall and September 20th from 5-7pm at the Becker City Hall.

Adjournment:

Motion/Second to adjourn the Regular Meeting at 7:15 pm by: Leslie/Pflieger. All Supervisors present Approved. Motion Prevailed.

Accepted this 26th day of September 2018, by the Town of Big Lake Board of Supervisors.

Bruce Aubol, Chair

Attest: _____
Brenda Kimberly-Maas, Town Clerk