



REGULAR MEETING
WEDNESDAY OCTOBER 10, 2018
6:00 pm

The Town of Big Lake Board of Supervisors met in regular session, at 6:00pm, on Wednesday October 10, 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, Minnesota. The meeting was called to order by Chair Bruce Aubol and the Pledge of Allegiance was recited. Chair Bruce Aubol, Supervisors Norm Leslie, Larry Alford, Steve Pflieger, 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: Alford/Pflieger. 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 09/26/2018. b) Approval of the List of Claims & Payroll. c) Approve Election Judge pool for the November 6th, 2018 General Election d) Adopt Resolution 2018-22 Adopt Sherburne County Ordinances e) Adopt Joint Resolutions 2018-02 and 2018-03. Motion/Second to Approve Consent Agenda by: Hofer/Pflieger. All present Supervisors approved. Motion Prevailed.

Open Forum

None

Business from the Clerk

Clerk Kimberly-Maas present to the Board a Real Estate Purchase Agreement and Quit Claim Deed, for LOT 8, BLOCK 4 in the Second Birch Lake Beach Plat. The parcel is approximately .4 acres and land locked. The parcel will be sold to Richard Nyberg, who owns the land adjacent to the parcel, for \$100.00. Richard would also pay the deed tax and cost to record the documents. Motion/Second to approve the Commercial Real Estate Purchase Agreement and Quit Claim Deed, for LOT 8, BLOCK 4, in the Second Birch Lake Beach Plat, lot will be sold to Richard Nyberg for the amount of \$100.00, with the buyer paying the recording fees and deed tax by: Alford/Leslie. All present Supervisors approved. Motion Prevailed.

Clerk Kimberly-Maas requested the Board set a meeting time for the ad-hoc Ordinance Review Committee to review the Town's current Ordinances. The ad-hoc committee consist of Supervisors Alford, Leslie, Treasurer Warneke, Clerk Kimberly-Maas and Deputy Clerk Swenson. Committee members decided to meet immediately after tonight's regular Board meeting.

Clerk Kimberly-Maas presented to the Board a request from Sherburne County for comments on rezoning PID # 10-335-1100 ~ 20300 State Highway 25 NW from agricultural to commercial and to issue a Conditional Use Permit (CUP) for an existing single-family home in a commercial zone. The parcel had been presented for rezoning from Agricultural to Industrial at the August 8, 2018 meeting and was approved of by the Town. However, rezone request from Agricultural to Industrial was denied by the County Board of Commissioners with the recommendation the land be rezoned to Commercial instead of Industrial. The

amended request was sent to the Township for comments. Motion to reply to the County comments of no concerns and in favor of rezoning PID 10-335-1100 ~ State Highway 25 NW from agricultural to commercial and to issue a Conditional Use Permit (CUP) for an existing single-family home in a commercial zone by: Hofer/Pfleghaar. All present Supervisors approved. Motion Prevailed.

Business from the Board – Committee Reports/Updates

Supervisor Leslie reported that the Town Hall received minor damage from high winds on Wednesday October 3, 2018. The building had fascia, soffits and two security cameras blow off due to the winds. He believes the building repairs will be minimal and should not call for an insurance claim. If camera repairs are required, the company that installed them will be called.

Supervisor Pfleghaar reported he attended the Big Lake EDA meeting with no significant news to report other than to update the Board that the City of Big Lake’s single-family building permits are inline to be similar to 2017, which was 90 issued.

Roads

Town Engineer Ross Abel received quotes for the Birch Lake Water Quality Improvement project at 224th Avenue and 159th Street. Quotes were submitted by West Branch Construction Company \$4920.00 and Driveway Services \$3251.00, for grading in preparation to plant the area with erosion control species. Motion/Second to accept the Driveway Services quote for \$3251.00 to provide grading and planting bed preparation, for erosion control at the Birch Lake Water Quality Improvement project located on the 224th Avenue and 159th Street by: Alford/Pfleghaar. All present Supervisors approved. Motion Prevailed.

Town Engineer Abel updated the Board on the progress of the Meadowbrook drain tile project. He has been in conversation with a company to utilize a camera system to identify areas in need of repair or replacement. He will continue to update the Board as the project progresses.

Town Engineer Abel informed the Board that the IC134 form, Contractor Affidavit, still has not been received from ASTECH and the Town is not to pay the claim until it has been received.

Supervisor Alford notified the Board that the fall road tour identified a few areas in need of surface repairs. There is a substantial amount of brushing and mowing that is needed in the Town’s Right of Ways (ROW), which is already underway. He also noted that the 2018 road projects completed by ASTECH have turned out well and they did a good job, for the Town.

Treasurer Warneke notified the Board that road sign work has been taking place and an order will be placed for more street signs.

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) at \$ 933,368.15. Total Disbursements at \$1,637,439.68 and Receipts at \$1,215,975.54. He sees no issues with General Funds. In the end of November, the Town will receive another tax payment, until that time he will make inter-account transfers. Motion/Second to approve the Treasurer’s report by: Pfleghaar/Leslie. All Supervisors present approved. Motion Prevailed.

Announcements

None

Adjournment:

Motion/Second to adjourn the Regular Meeting at 6:28 pm by: Leslie/Pfleghaar. All Supervisors present Approved. Motion Prevailed.

Respectfully Submitted,
Brenda Kimberly-Maas, Clerk and Jayme Swenson, Deputy Clerk

Accepted this 24th day of October 2018, by the Town of Big Lake Board of Supervisors.

Bruce Aubol, Chair

Attest: _____
Brenda Kimberly-Maas, Town Clerk