



REGULAR BOARD MEETING
JANUARY 23, 2019 6:00PM

The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday January 23, 2019 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 Bruce Aubol and the Pledge of Allegiance was recited. Vice Chair Steve Pflughhaar, Supervisors Larry Alfords, Bob Hofer and Norm Leslie, Treasurer Kenneth Warneke, Clerk Brenda Kimberly-Maas, Deputy Clerk Jayme Swenson, Town Engineer Ross Abel, Fire Chief Ken Halverson and two audience members were in attendance. Supervisor Larry Alfords was absent.

Approval of Meeting Agenda

Motion/Second to accept the presented Agenda by: Pflughhaar/Hofer. 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 of Minutes; Regular meeting of 01/09/2019. b) Approve List of Claims & Payroll. Motion/Second to Approve Consent Agenda by: Leslie/Hofer. All present Supervisors approved. Motion Prevailed.

Fire Chief's Report

Chief Ken Halverson announced that Captain Nick Fiester retired after 20 years on the Department. Fire Fighters Nick Christianson and Tim Davis have been promoted to a Captain position. Chief Halverson reported a breakdown of man-hours for the Department in 2018. Fire/Emergency Calls; 5651 hours, Training; 3335 hours, Work Detail/Extra Activities 1400 hours, plus at least 3000 hours for unpaid volunteer hours around the Community and at the Fire Station. The Department is fortunate to have a wide variety of knowledge within the members, as much money has been saved, because the ability to do in-house repairs and services. Chief Halverson reported that in 2018 there were 183 Department response calls. The new Duty Officer position has been beneficial as they have been able to respond to calls to reduce unnecessary Department wide calls. The new auto extrication equipment has been used successfully multiple times since its purchase last month. Training this month will be on solar panels. The new water tender is scheduled to be delivered the end of May or early June. Reflecting on this past year, Chief Halverson believes things are going very well and appreciates the Board allowing him to be the Fire Chief.

Open Forum

NONE

Business from the Clerk

Clerk Kimberly-Maas requested the Board to review and comment on the Oak Savanna at Selg Farm final plat 10-311-2300. After review, the Board had favorable comments and recommend the approval of the plat.

Clerk Kimberly-Maas introduced Amy Humphrey, who was requesting temporary parking on the roads during their ice fishing fundraiser contest on Birch Lake, February 9th. Amy has been in contact with the Sherburne County Sheriff's Department and they requested she received the Board's approval. Fire Chief Halverson is familiar with the event and gave his feedback on the temporary road parking. The Board understood the request and allowed temporary parking on the areas indicated.

Clerk Kimberly-Maas presented the Two Rivers Developer's agreement. The topic will be TABLED until the February 13th Board meeting.

Clerk Kimberly-Maas presented to the Board a request for comments on the proposed revisions of Section 17 of the Sherburne County Zoning Ordinance. The Board reviewed the proposed changes and voiced concern with Subdivision 2, requiring all motorized vehicles or recreation items to be parked on an improved parking surface.

Clerk Kimberly-Maas requested the Board's approval to sell their share of ownership (50%) of the Fire Department's 2004 Chevrolet Tahoe, that served as the Command Vehicle. Recently the Department purchased a 2016 Ford Explorer for use as a Command Vehicle. The City of Big Lake would like to purchase the Town's share of the 2004 Tahoe. The Board approved Clerk Kimberly-Maas to enter discussions to sell the 2004 Chevrolet Tahoe to the City of Big Lake.

Clerk Kimberly-Maas presented to the Board a quote from Professional Turf & Renovation for one (1) application of slow release fertilizer on approximately 4 acres of grass. The areas to receive treatment will be around the Townhall, playground and the original (West) ballfield. Motion/Second to accept \$600 quote from Professional Turf & Renovation for one (1) application of slow release fertilizer on approximately 4 acres of grass by: Hofer/Leslie. All Supervisors present approved. Motion Prevailed.

Clerk Kimberly-Maas presented to the Board the 2019 Recycle Day grant letter from Sherburne County. The Town is awarded up to \$16,952.12 in grant funds for the 2019 Recycle Day. Due to Great River Energy's closure, there will be changes with this year's event. The County is in discussions with other Vendors. Clerk Kimberly-Maas will present information at future meetings as it arises.

Clerk Kimberly-Maas announced that Sherburne County will hold a public hearing on February 5th, 2019 for a new ordinance pertaining to dangerous dogs. The new ordinance will not be breed specific but offer definitions, expectations, procedures and penalties, etc.

Clerk Kimberly-Maas requested the Board to approve the List of Election Judges for the 2019 Township Supervisors' Election. Motion/Second to approve List of Election Judges for the 2019 Township Supervisors' Election by: Hofer/Pfleghaar. All Supervisors present approved. Motion Prevailed.

Clerk Kimberly-Maas requested the Board to approve the Absentee Ballot Board for the 2019 Township Supervisors' Election. Motion/Second to approve the Absentee Ballot Board for the 2019 Township Supervisors' Election by: Leslie/Hofer. All Supervisors present approved. Motion Prevailed.

Business from the Board – Committee Reports/Updates

Supervisor Aubol reported he attended the Sherburne County Planning Advisory Board Meeting. The requested Conditional Use Permit (CUP) for a Riding Stable and Horse Boarding Facility, at 10-302-1200, received the Advisory Board's recommendation for approval. The requested Interim Use Permit (IUP) for a medium contractor's yard, at 10-522-0105, did not receive the Advisory Board's recommendation for approval. The request for an Interim Use Permit (IUP) for a Home Business in an Accessory Building (small scale auto repair business), at 10-435-0350, received the Advisory Board's recommendation for approval. The request for an Interim Use Permit (IUP) to amend the conditions of the existing I.U.P. # 56040 for Recreational Athletic Fields for use by the Big Lake 727 School District, at PID # 10-120-1100, received the Advisory Board's recommendation for approval.

Supervisor Pfleghaar reported that the City of Big Lake Economic Development (EDA) meeting, they announced that it appears that a credit union will be built near the Post Office, at 65-554-0115. He is planning to attend the upcoming Highway 25 Coalition Meeting, on January 31. He asked if Supervisor Hofer could attend, as the alternate, to the County EDA meeting on January 31, 2019.

Roads

Engineer Ross Abel reported he submitted, to the Road Committee, the 2019 Proposed Road Projects List. The preliminary list contains; Whispering Meadows, Birch Lake Beach, Oakwood Hills, 176th Street, 229th Avenue as well as the Ranch Road Bridge. It is planned that the Ranch Road project will raise the road 1 foot. The 229th Avenue project will be shared with Orrock Township. It is proposed that Big Lake Township will repair/maintain the West portion (170th Street NW to 176th Street NW) and Orrock Township to repair/maintain the East portion (County Road 43 to 170th Street NW). The 229th Avenue project cost would be split equally between the two Townships. Treasurer Warneke added that the 2019 Proposed Road Projects List amounted to a little over 1 million dollars. Due to budget restraints, the project list will need to be reduced to approximately \$650,000. 2020 is looking like it will have many overlay projects. The 2020 road levy will probably need to be raised, to keep the roads at the Town's standards. The winter weather has required many applications of salt/salt product, on the Township's roads.

Treasurer's Report

Treasurer Warneke reviewed the Financial Statements with the Board and reported the 2018 cash balance of the Government Funds (excluding the escrow funds) as \$1,259,734.60, Receipts \$2,106,739.36 and Disbursements 2,201,837.41. The Town recently received \$10,026.13 for the 2018 tax forfeited land settlement and in few days will receive \$33,007.91 for the 3rd payment of the 2018 taxes collected. Treasurer Warneke reported the 2018 year-end bookwork is wrapping up. Motion/Second to approve the Treasurer's report by: Pfleghaar/Hofer. All Supervisors present approved. Motion Prevailed.

Announcements

- a. Sherburne Soil and Water Conservation District (SWCD) will hold their annual tree sale, information can be found on their website.

Adjournment:

Motion/Second to adjourn the Regular Meeting at 7:46 pm by: Leslie/Pfleghaar. All Supervisors present Approved. Motion Prevailed.

Respectfully Submitted,

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

Accepted this 13th day of February 2019, by the Town of Big Lake Board of Supervisors.

Bruce Aubol, Chair

Attest:

Brenda Kimberly-Maas, Town Clerk