



REGULAR MEETING
WEDNESDAY JUNE 12, 2019
6:00 pm

The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday June 12, 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. Supervisors Norm Leslie, Bob Hofer and Larry Alford, 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. Supervisor Dean Brenteson was absent.

Approval of Regular Meeting Agenda

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

Approval of Consent Agenda

The Consent Agenda consisted of Regular Meeting Minutes from 05/22/2019, Call for Joint Powers Board Meeting on 06/25/2019 at 4:00pm, and List of Claims & Payroll. Motion/Second to Approve Consent Agenda by: Hofer/Alford. Approved by Supervisors Alford, Aubol, Hofer and Leslie. None opposed. None Abstained. Motion Prevailed.

Open Forum

Open Forum was opened and closed at the time listed on the agenda, with no business presented.

Business from the Clerk

Variance - 25' from bluff in Recreational River District PID 10-429-0315

Clerk Kimberly-Maas presented the Board with a variance request from Bradley and Melanie Brey. The Breys are requesting a 25-foot variance to bluff setback within the Mississippi Recreational River District (MRRD), to be able to construct two (2) attached decks. Clerk Kimberly-Maas shared with the Board that the Ordinance went into effect in 1979, the definition of a bluff within the MRRD is any slope with a grade over 13°, and in 1991 the home was built into a slope that is over the 13° grade. The reason the house was allowed to be built in its location is because the County did not require land surveys until 1999-2000, eight years after the home was built. Any modifications to the home will result in the need to have a variance, because of the past oversight. The home was built with patio doors and reinforcement boards on the exterior of the main level, indicating the construction of an attached deck was intended by the original builder and the current owners- the Breys, would like to get the decks constructed, as the house designed to have. The Board had no concerns approving the 25' variance, for the Breys.

Motion/Second to recommend approval for a 25-foot variance in setback from a bluff in the Mississippi Recreational River District, for the construction of two decks at 17347 182nd Ave NW – PID 10-429-0315 by: Hofer/Leslie. Approved by: Alford, Aubol, Hofer and Leslie. Opposed by None. Abstained: None. Motion Prevailed.

ISD 727 Amend Existing IUP #56040 (Doc 838676)

Clerk Kimberly-Maas presented the request to amend the existing IUP #56040, on file with the County Recorder's office as Doc 838676. The request is to allow the construction of a shelter at the ball fields near Liberty Elementary School, in 2019 and in 2020 a combined concession/storage building would be constructed, adjacent to the shelter. Donations have been and continue to be collected to have these structures built. Supt. Steve Westerberg was present and informed the Board the estimated cost of construction is higher than the amount of donated funds, which may delay construction. However; the District is moving forward with the application to amend the IUP, because several organizations and individuals are working on the fundraising efforts. The Board had no concerns with the amendment proposed, for the 2019 and 2020 construction of a shelter and combined concession/storage building, at the Liberty Elementary ball field complex.

Motion/Second to recommend approval of the proposed amendment to IUP#56040, recorded as Doc 838676, in the Sherburne County Recorder's office, to allow 2019 construction of a shelter and 2020 construction of a combined concession/storage building at the ball field complex located at Liberty Elementary School by: Hofer/Alfords. Approved by: Alfords, Aubol, Hofer and Leslie. Opposed by None. Abstained: None. Motion Prevailed.

Electrical upgrade and addition for projection unit

Supervisor Leslie presented two quotes to have all interior fluorescent fixtures retrofitted for LED bulbs and have electrical outlets installed, for the approved projection project. Additional exterior work was also included in the quotes, but after discussing the work with Treasurer Warneke, Norm is recommending to wait, on the exterior work. The quotes were done to ensure the comparison was "Apples to Apples". The quotes provided were from Wes Olson Electric and Mechanical Energy Systems and were only \$670 in difference. Wes Olson Electric provided the low quote. Supervisor Leslie and Treasurer Warneke recommended the Board consider awarding the electrical work to retrofit interior fixtures, for LED and install electrical wiring for the projection project, to Wes Olson Electric, LLC.

Motion/Second accepting the quotes for electrical work and award the contract to retrofit interior fixtures, for LED and install electrical wiring for the projection project, to Wes Olson Electric, LLC. by: Alfords/Hofer. Approved by: Alfords, Aubol, Hofer and Leslie. Opposed by None. Abstained: None. Motion Prevailed.

Chair Aubol recommended the receipt be retained in the case that Connexus have rebates available in 2020.

HAM Radio Annual Event

Clerk Kimberly-Maas told the Board that the regional HAM group asked to use the multi-purpose field as the location to meet and hold their annual event, which will be held June 21-23, 2019. Vince Pakovich has already submitted a certificate of insurance, for the required tort amount. Supervisor Leslie stated the group is here every year, is always respectful of the park and invites the community to stop in to learn about HAM radio operations. The Board had no concerns with the group camping in the multi-purpose field for their annual HAM radio event. Brenda will ask Don Kampa to mow the field for the event and send a letter to Vince Pakovich and copy it to local emergency response agencies.

Motion/Second to allow the HAM radio group to use Big Lake Township's Lions Park, multi-purpose field to hold their annual event from June 21, 2019- June 23, 2019 by: Leslie/Hofer. Approved by: Alfords, Aubol, Hofer and Leslie. Opposed by None. Abstained: None. Motion Prevailed.

Clerk & Treasurer Bond

Brenda told the Board the annual opportunity to change (Increase or decrease) the Clerk's and Treasurer's bond. The Board chose to increase the bond amount to \$200,000, in 2018. The Board felt

comfortable with the current bond amount.

Motion/Second to keep the Clerk and Treasurer's bond at \$200,000 by: Leslie/Hofer. Approved by: Alfords, Aubol, Hofer and Leslie. Opposed by None. Abstained: None. Motion Prevailed.

Business from the Board – Committee Reports/Updates

Supervisor Alfords reported he and Deputy Clerk Swenson attended the Hazard Mitigation meeting at Sherburne County. Jayme told the Board there were presentations from the U of M and another partner on what should be in place to ensure the area would be eligible for FEMA grant dollars in the event of a catastrophic event. The Town has little to do, since the County provides our emergency response, but Jayme and Larry were glad they attended to learn about the planning process. Larry and Bob attended the HWY25 Coalition meeting, which was very successful. The group decided to move forward with an Economic Development study to narrow down a crossing location, from the five (5) routes identified by the previous study.

Supervisor Leslie noted he attended a very short BLEDA meeting on Monday. Discussions at the meeting did not pertain to the Town. Town items will be discussed at the Joint Powers meeting on 6/25/2019.

Roads

Ranch Road JPA

Brenda presented the Board with the Joint Powers Agreement between the Town and Sherburne County for the Ranch Road culvert/bridge replacement project. The Town previously took formal action to use the Town Road Bridge fund, for the project. Sherburne County will be the entity which will handle the funds from the State and reimburse the Town for project expenditures, so the Town must enter into a Joint Powers Agreement. Clerk Kimberly-Maas was asking for formal action to enter into the agreement presented by the County to the Township at this meeting, for which she was requesting formal entry by the Board.

Motion/Second Authorizing entry into the presented Joint Powers Agreement between the Town and Sherburne County for the replacement of Bridge #L8139 on Ranch Road by: Alfords/Hofer. All present Supervisors Approved. None Opposed . None Abstained. Motion Prevailed.

Supervisor Alfords updated the Board on areas of drainage concern that he, Ken and Ross have been working on, which have been noticed throughout the township. Some of the concerns were brought to the Town's attention after the very wet winter and spring and some are carry-over from last year. Meadowbrook is a project that was cut short last year, due to timing of weather. What has been found is there is an 8" drainage pipe that got crushed under too much weight of the soil under which it was installed. The pipe was buried at a depth lower than the materials could withstand. This was discovered when Viking Drain was hired to run a camera through the pipe. Ross had been evaluating the area and brought some thoughts on how to correct the drainage problem, for discussion with the road committee, after the regular meeting adjourns. Normally the Town would not be involved in the correction of drainage outside of any easement, however this is an unusual situation, for which the Town felt it best to step in with the engineer and properly correct the drainage problem. Maintenance of the solution will likely be turned over to the Meadowbrook Home Owners Association, once it is installed.

Other areas of drainage concern which are being discussed and evaluated for correction are:

- 159th St & 227th Ave., near Birch Lake – a meeting with Dan Ciabaulka is being scheduled to review this concern.
- Sleepy Hollow that didn't drain well this past spring, seems to be a concern to a lesser degree, annually. Town will work with vendor to wing off the road, which will allow for melting snow to flow away from the road, instead of pooling on it. Other possible solutions may be realized and update presented, at a later date.

Treasurer’s Report

Treasurer Warneke informed the Board that the first disbursement of 2019 levy should be received in the next couple of weeks.

Treasurer Warneke reviewed the Financial Statements with the Board and reported the Government Funds (excluding the escrow funds) as \$692,674.17, Receipts \$175,934.71 and Disbursements \$736,730.95. Escrow balances equaled \$308,414.38 bringing the total with escrows \$1,001,088.55. The cash balance and interim financial reports are filed with the minutes, as part of the official record of the meeting. Motion/Second to approve the Treasurer’s report by: Alford/Leslie. Approved by: Alford, Aubol, Hofer and Leslie. Opposed by none. None abstained. Motion Prevailed.

Announcements:

Reminder: Steve Taylor, County Administrator, retirement party on Wednesday June 19, 2019, at 1:30PM, in the Maple Room at the Government Center.

Adjournment:

Motion/Second to adjourn the Regular Meeting at 6:33PM by: Leslie/Hofer. All Supervisors present Approved. Motion Prevailed.

Respectfully Submitted,

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

Accepted this 26th day of June, 2019 by the Town of Big Lake Board of Supervisors.

Bruce Aubol, Chair

Attest: _____
Brenda Kimberly-Maas, Town Clerk