



REGULAR MEETING  
WEDNESDAY OCTOBER 23, 2019  
6:00 pm

The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday October 23, 2019 at 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 Bob Hofer, Supervisors Norm Leslie, Dean Brenteson and Larry Alfords, Treasurer Kenneth Warneke, Clerk Brenda Kimberly-Maas, Deputy Clerk Jayme Swenson, Town Engineer Ross Abel, Big Lake Fire Chief Ken Halverson, Sherburne County Commander Steve Doran, and two (2) audience attendees were present, at the start of the Meeting. During the Meeting three more (3) audience attendees arrived.

#### **Approval of Meeting Agenda**

Chairman Aubol requested that the SHERBURNE COUNTY SHERIFF'S REPORT and the BIG LAKE FIRE DEPARTMENT FIRE CHIEF'S REPORT be added, after Open Forum. Clerk Kimberly-Maas requested additions to Business from the Clerk; Item 6.A MEDOWBROOK DRAINAGE PROJECT and Item 6.B DRAINAGE PROJECT ON 227<sup>TH</sup> AVENUE NW AND 159<sup>TH</sup> STREET NW ~ BIRCH LAKE. Chairman Aubol requested an EDIT to 4.A; the DATE WAS CHANGED TO 10/09/2019 (from 10/10/2019). Clerk Kimberly-Maas requested an EDIT to 4. B; the DATE WAS CHANGED TO 11/27/2019 (from 01/27/2019). Motion/Second to amend the Agenda as stated above by: Brenteson/Hofer. All present Supervisors approved. Motion Prevailed. The meeting proceeded in accordance with the amended Agenda.

#### **Approval of Consent Agenda**

The Consent Agenda consists of: a) Approval of Minutes; Regular meeting of 10/09/2019. b) Approve List of Claims & Payroll. c) Authorize Staff to Pay Normal Expenses due on 11/27/2019 and 12/26/2019. d) Adopt Resolution 2019-13 – Declaring 2020 Polling Locations. e) Adopt Resolution 2019-14 – Snow/Ice Removal Agreement with City of Big Lake. Motion/Second to Approve Consent Agenda by: Brenteson/ Hofer. All present Supervisors approved. Motion Prevailed.

#### **Open Forum**

Mr. Nate Dittbenner and Mr. Ty Halvachek, owners of Rotz Septic and Excavating Incorporated, currently have a signed Purchase Agreement for 10-134-3200 ~ 16713 County Road 14 NW. They wanted to introduce themselves and share their plans for the property they are purchasing. Both Mr. Dittbenner and Mr. Halvachek will live on site, as well as house their commercial vehicles. They are currently in the process, with Sherburne County, to obtain the proper permitting.

Ms. Julia Zohlmann, representing TDA Manufacturing, shared information about their product.

#### **Sherburne County Sheriff's Report**

Commander Doran reported 114 calls within the Township last month, with no concerns. Treasurer Warneke inquired if any motor vehicle collisions have been reported at the intersection County Road 15 NW and 201<sup>st</sup> Avenue NW. Commander Doran will email the findings to the Clerk's Office.

### **Big Lake Fire Department Chief's Report**

Chief Ken Halverson reported the Fire Department responded to 17 calls, three (3) in the Town, 13 in the City, and one (1) in Orrock, last month. The new water tender (T2) will have its radio programed and is anticipated to be put into service, by the end of this week. The Department was able to install a radio that was in their inventory, reducing the current costs by \$3500. Chief Halverson reported that Ladder 1 (L1), a 2003 Pierce, is continuing to receive repairs, last month a transmission leak was repaired (\$13,000), recently a coolant system leak was repaired (\$3600), and the aerial water lines are scheduled to be repaired (estimated between \$3000 to \$4000). He also reported that this past year has presented several costly repairs for the Department's other aging trucks. Chief Halverson shared that Darin Hardies is receiving his 15 Years of Service and Jeff Johns is receiving his 5 Years of Service. Chief Halverson also shared a slide show of the successful 2019 Big Lake Fire Department Fire Prevention Week Events and the BLFD Open House, held on Sunday, October 12. The two (2) recently hired Firefighters, will start the Elk River Fire Academy next month.

### **Business from the Clerk**

Clerk Kimberly-Maas presented to the Board the need for a Temporary Construction Access Easement and a Permanent Drainage and Utility Easement between Jeremy & Sandra Rebrovich at 20950 145<sup>th</sup> Street NW – 10-542-0110 Lot 2, Block 1 (Meadowbrook) and the Town. The Town is needing to repair and improve the drainage structure, running through the Rebrovich's property. The Clerk's office will request a Title Search and proceed to draft a Temporary Construction Access Easement and a Permanent Drainage and Utility Easement between Jeremy & Sandra Rebrovich at 20950 145<sup>th</sup> Street NW – 10-542-0110 Lot 2, Block 1 (Meadowbrook) and the Town of Big Lake, to be presented at a future meeting.

Town Engineer Abel reported he received a bid on the drainage improvement project at the intersection of on 227<sup>th</sup> Avenue NW and 159<sup>th</sup> Street NW, near Birch Lake for \$15,480. The Item was TABLED for further review, by the Road Committee.

### **Business from the Board – Committee Reports/Updates**

Supervisor Brenteson reported he, along with the other Supervisors, attended the Sherburne County Association of Townships (SCAT) Quarterly Meeting. The meeting was informative and a good resource for updates from multiple Sherburne County Departments.

### **Roads**

Town Engineer Abel reported that the Meadowbrook drainage project is progressing with good water flow. There is still a blockage, further down the line, which is currently being addressed.

### **Treasurer's Report**

Treasurer Warneke reviewed the Financial Statements and reported the Cash Balance of Government Funds (excluding the escrow funds) as \$571,039.49, Total Disbursements at \$1,976,548.74 and Receipts at \$1,294,117.82. Total Balance including escrow funds of \$1,063,078.03. Treasurer Warneke has no concerns. Motion/Second to accept the Treasurer's Report by: Aubol/Hofer. Approved by all present Supervisors. None opposed. Motion Prevailed.

### **Announcements:**

The Town Board Supervisors and Staff are invited to Boy Scouts of America, Eagle Scout Noah Hart's Court of Honor on October 26, 2019. Noah's Eagle Scout Project was the renovation and improvement to the bonfire area at the Big Lake Township's Lions Park, this past summer.

A reminder that the Town will cancel the Second Regular Board Meeting in the months of November and December, due to the Holidays. The remaining Regular Board Meetings this year are; November 13<sup>th</sup> and December 11<sup>th</sup>.

**Adjournment:**

Motion/Second to adjourn the Regular Meeting at 6:58pm by: Leslie/Hofer. All Supervisors present approved. None opposed. Motion Prevailed.

Respectfully Submitted,

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

Accepted this 13<sup>th</sup> day of November, by the Town of Big Lake Board of Supervisors.

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Bruce Aubol, Chair

Attest:

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Brenda Kimberly-Maas, Town Clerk