



REGULAR MEETING  
WEDNESDAY DECEMBER 11, 2019  
6:00 pm

The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday December 11, 2019 at the Town of Big Lake Town Hall, located in the Big Lake Township's Lions Park, at 21960 County Road 5 NW, Big Lake Township, Sherburne County, State of Minnesota. In attendance were Chair Bruce Aubol, Supervisors Norm Leslie and Dean Brenteson, Treasurer Kenneth Warneke, Clerk Brenda Kimberly-Maas, Deputy Clerk Jayme Swenson, Town Engineer Ross Abel and two audience members. Absent were Vice-Chair Bob Hofer and Supervisor Larry Alford. A quorum was present, the meeting was called to order by Chair Bruce Aubol and the Pledge of Allegiance was recited.

**Approval of Meeting Agenda**

Motion/Second to accept the presented Agenda by: Brenteson/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 of Minutes; Regular meeting of 11/13/2019. b) Approve List of Claims & Payroll for 11/27/2019 and 12/11/2019. c) Call for Joint Board Meeting – Thursday January 08, 2020 6:00pm at Big Lake City Council Chambers. Motion/Second to Approve Consent Agenda by: Brenteson/Leslie. All present Supervisors approved. Motion Prevailed.

**Open Forum**

NONE

**Business from the Clerk**

Clerk Kimberly-Maas deferred to Supervisor Brenteson to update the Board about the recent revisions to the Highway 25 Coalition Joint Powers Agreement; Article 2: Organization, Article 3: Powers, Article 4: Financial Matters, Article 5: Withdrawal and Termination, Article 6: Indemnification and Hold Harmless and Article 7: Miscellaneous. The Coalition will focus on area studies and economic development of areas impacted by the proposed new Mississippi River crossing bridge. Motion/Second to remain members and accept the Revised Joint Powers Agreement (JPA) ~ of the Highway 25 Coalition ~ renamed to the Central Mississippi River Regional Planning Partnership (CMRP) by: Leslie/Brenteson. All Supervisors present approved. Motion Prevailed.

Clerk Kimberly-Maas requested the Board review and return comments, to Sherburne County, regarding the revised Preliminary Plat of Wheat Fields 10-108-1200. Motion/Second to reply to Sherburne County recommendation of approval of the Preliminary Plat of Wheat Fields 10-108-1200, returning favorable comments (attaching Engineer Abel's letter) and contingent upon a signed Developer's Agreement and posting of securities (fees and escrow) by: Leslie/Brenteson. All Supervisors present approved. Motion Prevailed.

Motion/Second to RECESS the Meeting at 6:28 by: Leslie/Brenteson. All Supervisors present approved. Motion Prevailed.

Motion/Second to RECONVEN the Meeting at 6:28 by: Brenteson/Leslie. All Supervisors present approved. Motion Prevailed. Meeting was RECONVEENED with Board quorum at 6:48pm.

Clerk Kimberly-Maas requested the Board approve the Election Judge Pool for Special State – HD 30A Election(s), to fill the Seat that was held by the recently retired, Nick Zerwas. Motion/Second to approve the Election Judge Pool for Special State – HD 30A Election(s), by: Leslie/Brenteson. All Supervisors present approved. Motion Prevailed.

Clerk Kimberly-Maas requested the Board ratify the contract between the Town and Two Rivers for one (1) year 2019-2020 of plowing for snow removal and ice control to the Development’s roads by: Leslie/Brenteson. All Supervisors present approved. Motion Prevailed.

Clerk Kimberly-Maas requested the Board ratify the contract between the Town and Donald Kampa for one (1) year 2019-2020 for plowing for snow removal and ice control to a portion of the Town’s roads and the Big Lake Township’s Lions Park parking lots and shoveling the sidewalks, at the Park by: Leslie/Brenteson. All Supervisors present approved. Motion Prevailed.

Clerk Kimberly-Maas requested the Board determine if they would like to renew the Big Lake Chamber of Commerce Membership, for 2020. The Board determined not to renew the Town’s membership by: Leslie/Brenteson. All Supervisors present approved. Motion Prevailed.

Clerk Kimberly-Maas presented to the Board a sample newsletter to dispense information to Town residents. After discussion, the Board directed Clerk Kimberly-Maas to draft a newsletter to share information with the Town’s residents about the winter road policies and the 2020 elections.

Clerk Kimberly-Maas presented to the Board a report from Sherburne County indicating that 23 new building for residential permits were issued, within the Township.

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

Supervisor Brenteson shared that he attended the Minnesota Association of Township’s annual conference and meeting. The information was worth while and he gained knowledge.

Supervisor Aubol reported he attended the Joint Powers Agreement Board Meeting for the Big Lake Fire Department. The meeting was requested to remain open by Fire Chief Ken Halverson. Discussion was on the Personnel Committee’s recommendation to not reappoint Ken Halverson to the Chief position. The outcome of the meeting was for Ken Halverson to remain with the Big Lake Fire Department, as a Firefighter, and not in the Chief position.

### **Roads**

Town Engineer Ross Able indicated that information was presented to the Board, under Clerks Business Item b. - Preliminary Plat of Wheat Fields.

**Treasurer’s Report**

Treasurer Warneke shared that the second tax payment has been received, reviewed the Financial Statements and reported the cash balance of the Government Funds (excluding the escrow funds) as \$1,217,837.97, Total Disbursements at \$2,087,664.52, and Receipts at \$2,052,032.08. Total Balance, including escrow funds, of \$1,699,826.85. The recent tax payment included the first solar powered tax payment of \$1,880.64. Treasurer Warneke has no concerns. Motion/Second to accept the Treasurer’s Report by: Leslie/Brenteson. Approved by all present Supervisors. None opposed. Motion Prevailed.

**Announcements:**

- a. 2nd Planning meeting to update the Sherburne County Multi-Hazard Mitigation Plan (MHMP) Tuesday, December 17th 10:00am – 12:00pm at the Sherburne County Sheriff’s Office
- b. Second Regular Monthly Meeting 12/25/2019 CANCELED due to Christmas
- c. Clerk’s Office will be Closed 12/24/2019, 12/25/2019, 12/31/2019 and 01/01/2020.
- d. Joint Community Meeting 01/16/2020 City Council Chambers
- e. NEXT REGUALR SCHEDULED MEETING: WEDNESDAY JANUARY 08, 2020

**Adjournment:**

Motion/Second to adjourn the Regular Meeting at 8:04pm by: Leslie/Brenteson. All Supervisors present approved. None opposed. Motion Prevailed.

Respectfully Submitted,

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

Accepted this 08<sup>h</sup> day of January 2020 by the Town of Big Lake Board of Supervisors.

\_\_\_\_\_  
Bruce Aubol, Chair

Attest: \_\_\_\_\_  
Brenda Kimberly-Maas, Town Clerk