



REGULAR MEETING  
WEDNESDAY JANUARY 22, 2020  
6:00 pm

The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday January 22, 2020 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. The meeting was called to order by Chair Bruce Aubol and the Pledge of Allegiance was recited. In attendance were Chair Bruce Aubol, Supervisors Bob Hofer, Norm Leslie, Dean Brenteson and Larry Alfords, Treasurer Kenneth Warneke, Clerk Brenda Kimberly-Maas, Deputy Clerk Jayme Swenson, Town Engineer Ross Abel, Assistant Fire Chief Mark Hedstrom and five (5) audience members, were present when the meeting commenced. Fire Fighter Eric Rosa arrived shortly after the meeting began.

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

Motion/Second to accept the presented Agenda by: Leslie/Brenteson. All present Supervisors approved. Motion Prevailed. The meeting proceeded in accordance with the Agenda.

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

The Consent Agenda consisted of: A) Approval of Minutes; Regular meeting of 01/08/2020. B) Approval of Minutes; Joint Powers Board meeting of 01/08/2020. C) Approve List of Claims & Payroll 01/22/2020. D) Call for Local Board of Appeal & Equalization Meeting on Thursday April 09, 2020 at 9:00AM, 21960 County Road 5, Big Lake, MN 55309. Motion/Second to Approve Consent Agenda by: Hofer/Alfords. Approved by: Alfords, Aubol, Brenteson, Hofer and Leslie. None opposed. Motion Prevailed.

#### **Fire Department Update**

Assistant Fire Chief, Mark Hedstrom addressed the Board with an update from the month of December. During that time the department responded to 25 calls. The breakdown was: 16 – City of Big Lake; 7 - Big Lake Township; 2 – Orrock Township. The Department has been responding to 8-12 lift assists, each month which helps the City's PD. The department's monthly training consisted of ATV/Snow rescues, which was utilized during a mutual aid call in Orrock Township, shortly after the training. The department also had a hose roll-out training where they competed in "hose bowling". Bowling pins were supplied by Mc Pete's. Members to part in a live burn done by the Monticello FD. The two new recruits also attended as observers. The SCBA units which had a technical battery issue, are fixed and at 100% working status. The units still worked, but the failsafe that indicates the amount of O<sub>2</sub> in the tanks, was affected by the battery issue. The concern was observed by member Kevin Kruger, while he performed the equipment's monthly maintenance. The department performed a number of community services during the month. A group helped trim the Senior Center's Christmas tree, pumped gas and bagged groceries during Coborn's "Taste of the Holidays". The members earned \$250 at Coborn's and donated the money to the Foster Closet. In March, the Department will participate in Lupilin's Chili Cook-Off. Money raised during this event will be donated to the Big Lake Food Shelf. Asst. Chief Hedstrom reminded the Board and audience to clear snow from around their E911 signs, to ensure they are visible to first responders. He also mentioned the Department is gearing up for their ISO review. This review is a points-based system which affects the amount of homeowner's insurance premium that is collected by the State.

### **Big Lake Fire Department Relief Association (BLFDRA) – Request for Increase**

Assistant Fire Chief Hedstrom addressed the Board with a request from the Relief Association – the Fire Department’s retirement fund board. He informed the audience that the member’s retirement is funded annually by state aid and \$4000.00 from the department owners (Town and City). Members are eligible for retirement funds after serving 5 years on the Department, at which time they receive 40% of the full benefit. Members must serve 20 years with the Department to be fully vested in the retirement. The Relief Association has their money invested in fairly conservative (safe) funds and it is currently 103% funded. The BLFDRA has a self-imposed minimum of 96% funded. Should it ever drop below 80% the Town and City are obligated to add to the account. The BLFDRA is requesting an increase to their pension of \$400 per year served, which would increase the total to \$4900/year served with the department. Motion/Second to Approve increase the fire department pension by \$400 per year served, for a total of \$4900 per year served with the Big Lake Fire Department by: Hofer/Brenteson. Approved by: Alfords, Aubol, Brenteson, Hofer and Leslie. None Opposed. Motion Prevailed.

### **Open Forum**

Nathan Sjostrand, 22120 – 185<sup>th</sup> St. NW, Big Lake MN – Meadowlands Second Addition, was present to address the Board with his concerns of the condition of roads. He told the Board that he is a 30-year resident of the township and has lived in Meadowlands, for the past three years. He told the Board that he and some of his neighbors have called in their concerns, but felt the Board has failed to take corrective action. He stated 221<sup>st</sup> Ave. and 182<sup>nd</sup> St. are in terrible condition. He noted the roads are icy, which is creating unsafe driving conditions. He stated that vehicles traveling faster than 10 MPH cannot stop. And potholes in the ice is hard on vehicle suspension. He felt there was a missed opportunity to scrape the roads during the warmer weather near Christmas. Board members listened to and noted his concerns.

### **Business from the Clerk**

#### **Humper Jig & Jam Fishing Contest**

Clerk Kimberly-Maas introduced Amy Humphrey, 15960 – 224<sup>th</sup> Ave. Elk River, MN – Birch Lake area. Amy was present to inform the Board of the upcoming annual fishing contest on Birch Lake. The event coordinators will not be allowing parking on the lake, since the weather has been so inconsistent, ice thickness such that they don’t want to strain the ice with the weight of all of the participant’s vehicles. Parking will be done on her and her parents yard and only on one side of the street. No parking will be done on 159<sup>th</sup> St. The event will be held on Saturday February 8, 2020. Sherburne County Sheriff’s Department is aware of the event and Assistant Fire Chief Hedstrom took note of the date.

#### **Aubol Septic Variance Request**

Clerk Kimberly-Maas presented to the Board, to review and make comment on a septic variance for Carl Aubol property located at 20221 – 221<sup>st</sup> St. NW, Big Lake. The variance request is to allow an upgraded septic system to be installed 58’ from OHWL of Hidden Lake - a 92’ setback variance. The design was reviewed by Ross Able, who had no concerns with it. The site was visited by Lynn Wayteshek. The Board was comfortable with the variance. Motion to recommend approval of the setback variance as requested by: Alfords/Leslie. Approved by: Alfords, Brenteson, Hofer and Leslie. Abstaining: Aubol. None opposed. Motion Prevailed.

#### **Vacation for portion of 211<sup>th</sup> Ave. Request**

Clerk Kimberly-Maas informed the Board she had spoken with Louisa Tallman, who was requesting the Board vacate the portion of 211<sup>th</sup> Ave. which was terminated by the County when they rebuilt CSAH15. Brenda had spoken with Patti Kukowski, Sherburne County Public Works, who informed her that at the when the County was making their construction plans, there wasn’t enough time to perform an abandonment of the portion of 211<sup>th</sup> that was beyond the created cul-de-sac. Louisa was instructed to request vacation of the land, from the Town, instead. The Board had taken this under consideration at that time, but did not move forward with the

vacation. The Board requested time for discovery, before addressing the request. Information will be gathered, as to what was done by the County as part of the re-construction of CSAH15, for review by the Road Committee.

#### Information request from Vacation of 7<sup>th</sup> Ave. in Birch Lake Beach

Clerk Kimberly-Maas turned the floor over to Jerry and Colleen Kritzeck, 22555 – 159<sup>th</sup> St. NW, Elk River 55330. The Kritzeck's had questions on the vacation of 7<sup>th</sup> Ave. in the Birch Lake Beach plat. They notice the vacation two weeks prior. The vacation gave them concern on how access to their land would be made. The Board informed the Kritzeck's that part of the vacation process included notifying all who would be affected by the change. They also informed the Kritzeck's that as part of this process, land was dedicated for a new easement, which connected to the unvacated portion of 7<sup>th</sup> Ave. which lays between Lots 66, Blk 25 & Lot 7, Blk 24 (Kritzeck's land) to the town's property adjacent to the property at 16124 225<sup>th</sup> Ave. This easement would allow access to the Kritzeck's land from 225<sup>th</sup> Ave. They were informed that the new easement was recorded and should be known to the property owners who live adjacent to the new easement. The Kritzeck's wondered why the new easement was not displayed on the mapping system used by Sherburne County and if pins had been placed in the ground to be able to find the easement on site. The Board requested the Clerk inquire on the ability to show the new easement on the mapping system and Ross Abel to find out if pins were placed to locate the easement in the field. Follow-up with Kritzeck's will be done.

#### Election Judge Hourly Rates & Mileage Reimbursement

Clerk Kimberly-Maas noted the Board had just paid the election judges for the Special Primary Election for House District seat 30A. She noted the current compensation policy is to pay judges round-trip mileage to training, polling location, and if judges travel to the Government Center or other location to pick up election supplies, equipment or perform public accuracy testing of equipment. Many of the mileage claims were for less than \$10.00. She wondered if the Board would like to reconsider how to compensate judges for their time and mileage. The Board moved this to the Finance Committee for discussion and make recommendation to the Board.

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

Supervisor Alford's shared he has been traveling the town roads, inspecting their condition and the workmanship of the plow contractors. He noted the higher banks have been winged out and the roads are in winter driving condition.

Supervisor Brenteson shared that he has been communicating and involved with the resident concerns of the road conditions. He noted roads throughout the county are in the same condition as Big Lake township's roads. He reports that this season's unique weather patterns, varying types of precipitation and temperatures, timing of the snow events and commuter traffic have made it a challenging season. The thick ice pack is difficult to get underneath or cut through with the plow blades. The vendors have been out during the warmer weather, scraping the loose stuff. The vendors are performing up to the Board's expectations.

Supervisor Aubol shared he met as part of the BLFD Joint Powers Personnel Committee and Board. The Board appointed Seth Hansen as the BLFD Chief and Mark Hedstrom to the Assistant Chief position. Interviews are being held for three open Captain positions. He attended the Annual Joint Community meeting – Town of Big Lake, City of Big Lake, Orrock Township, Sherburne County and ISD 727. Sherburne County Administrator spoke about the struggles with processing the new Real and Enhanced IDs. Bruce also attended the Sherburne County Association of Township's meeting. Leslie reported that he has been working with staff at Sherburne County Public Works and the City of Big Lake, to research constructing a walking bridge on County Road 5 NW, crossing over the Elk River. He will report updates, to the Board, when available.

#### Roads

Ross Abel stated he had nothing to report, this meeting.

Treasurer Warneke presented annual totals spent on snow and ice control from 2010 – 2019. The 10yr average = \$190,586.80; last 5yr average = \$187,695.40, last 3yr average \$231,856.30. Going over budget the past 3 years. The Town spent \$58,940.31 for snow and ice control in December.

#### Treasurer's Report

Treasurer Warneke informed the Board that previously the CMRP dues were paid out of the road and bridge fund. However; the focus of the group shifted to a regional planning board, in 2019. He feels it makes more sense to pay the Town's membership dues from the General Fund, instead of the Road and Bridge fund. He requested the Board authorize him to make this change for the dues paid in 2019 and authorize 2020 dues also be made from the General Fund. Motion to authorize change of payment of CMRP dues to be made from the General Fund, retroactive for 2019 dues paid by: Brenteson/Alfords. Approved by: Alfords, Aubol, Brenteson, Hofer and Leslie. None opposed. Motion Prevailed.

Treasurer Warneke reviewed the Financial Statements and reported the cash balance of Government Funds (excluding the escrow funds) at \$1,057,491.11, Total Disbursements at \$184,940.32 and Receipts at \$9,913.22. Total Balance including escrow funds at \$1,542,439.61. Treasurer Warneke has no concerns. Motion/Second to accept the Treasurer's Report by: Alfords/Leslie. Approved by: Alfords, Aubol, Brenteson, Hofer and Leslie. None opposed. Motion Prevailed.

**Announcements:**

Township Precincts 1, 2 and 3 will have a Special Election for Minnesota House Seat 30A, on February 4, 2020. Polls open 7:00am to 8:00pm.

**Adjournment:**

Motion/Second to adjourn the Regular Meeting at 7:10 PM by: Leslie/Brenteson. All Supervisors present approved. None opposed. Motion Prevailed.

Respectfully Submitted,

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

Accepted this 12<sup>h</sup> day of February 2020 by the Town of Big Lake Board of Supervisors.

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Bruce Aubol, Chairman

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