



REGULAR MEETING  
AND BOARD OF AUDIT  
WEDNESDAY FEBRUARY 26, 2020

The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday February 26th, 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 Norm Leslie, Dean Brenteson and Larry Alford, Treasurer Kenneth Warneke, Clerk Brenda Kimberly-Maas, Fire Captain Charlie Stern, Commander Doran and two (2) audience members, were present when the meeting commenced. Deputy Clerk Jayme Swenson arrived shortly after the meeting began. Supervisor Bob Hofer was absent.

**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 02/12/2020. B) Approval of Minutes; Special Meeting Big Lake Fire Department of 02/22/2020. C) Approve List of Claims & Payroll 02/26/2020. Motion/Second to Approve Consent Agenda by: Alford/Brenteson. All present Supervisors approved. Motion Prevailed.

**Sherburne County Sheriff's Report**

Commander Doran reported that January had 216 calls for service, within the Township. He has no concerns or significant calls to report.

**Fire Department Update**

Fire Captain Charlie Stern addressed the Board with an update from the month of January. During that time the department responded to 20 Calls for service; City of Big Lake- 14, Big Lake Township- 5, Orrock – 0 Mutual Aid – 1. This month's training was a two (2) day course on Emergency Medical Response (EMR) training. The Fire Fighters were visited by Wrestling for Life, an organization that focus' on suicide prevention for First Responders. Each Fire Fighter received a medallion with a support phone number and given other options for support. The Members are in the process of relocating the weight room, at the station. They are researching possible grants, to upgrade the equipment. Three of the Department's five (5) Captain positions were up for reassignment, this year. Captains Tim Davis and Charlie Stern were renewed, and Fire Fighter Jeff Novak was promoted to fill the open Captain position created when Mark Hedstrom was promoted to Assistant Chief. Two (2) new Lieutenant positions were created. Fire Fighter Kevin Kreuger was promoted to the Training Lieutenant and Fire Fighter Kiel Ruberg was promoted to the Quartermaster Lieutenant position. Lieutenant Kevin Krueger was also voted, by fellow Members, as the 2019 Fire Fighter of the Year. Several Members had years of service anniversaries; Ken Halverson – 30 years, Mike Bondhus – 29 years, Tim Davis – 26 years, Seth Hansen – 11 years, Nick Christenson -10 years, Mark Hedstrom – 10 years, Jeff Novak – 10 years, and Charlie Stern – 10 years. Upcoming events will be the BLFD Chili Cook Off at Lupulin on March 7. Funds raised will be donated to the Big Lake Food Shelf. Captain Stern shared that the large fire event, at the Northern Metals Recycling plant in Becker, has been extinguished after burning for several days. More than 50 different Fire Departments, from across the

state, came to help. Water wells and hydrants were utilized, from within the County, including local farmers offering up their irrigation wells.

**Open Forum**

NONE

**Business from the Clerk**

Clerk Kimberly-Maas presented to the Board the annual renewal of the Board and Staff's life insurance policy, from Minnesota Benefit Association (MBA). The company now offers optional disability insurance. The Items were TABLED and moved to Finance Committee, for review.

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

Supervisor Brenteson shared that in the Sleepy Hollow development, the vendor has recently been in to move snow further back into the ditch, to try to help alleviate the spring snow thaw water puddling.

Supervisor Aubol shared he, as well as other Supervisors and Staff, attended a Special Meeting at the Fire Department. The group met to brainstorm and share ideas on the Department's strategic plan.

Supervisor Leslie shared that with spring, in the near future, projects at the park are currently being discussed. He will update the Board as they transpire.

**Roads**

Supervisor Alfords shared that the Road Committee is in the process of researching and interviewing potential Engineering firms, to replace services that were provided by Ross Abel, from Landform. He will update the Board at the next Regular Board meeting.

**Treasurer's Report**

Treasurer Warneke reviewed the Financial Statements and reported the cash balance of Government Funds (excluding the escrow funds) at \$1,028,528.09 Total Disbursements at \$330,563.28 and Receipts at \$126,255.04. A majority of the receipts are funds received on behalf of the Central Mississippi River Regional Planning Partnership (CMRRP), as the Town serves as the Fiscal Agent. Total Balance including escrow funds at \$1,495,564.87. Treasurer Warneke has no concerns. Motion/Second to accept the Treasurer's Report by: Leslie/Alfords. All Supervisors present approved. None opposed. Motion Prevailed.

**Announcements:**

Presidential Nomination Primary (PNP) Events

- Public Accuracy of Voting Equipment: Thursday Feb 27th 8:30AM – at the Government Center
- Election: ALL FOUR PRECINCTS March 03, 2020 - Polls open 7AM-8PM

The 2020 Annual Township Meeting – Tuesday March 10, 2020 at 6PM at the Town Hall

**Board of Audit**

Treasure Warneke reviewed the 2019 Board of Audit Reports, the Town's financial procedures and policies. The Report Binder will be retained at the Clerk's Office and is available for public review.

**Adjournment:**

Motion/Second to adjourn the Regular Meeting at 6:35 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 11<sup>th</sup> day of March 2020 by the Town of Big Lake Board of Supervisors.

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Bruce Aubol, Chairman

Attest:

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Brenda Kimberly-Maas, Town Clerk