



REGULAR MEETING  
WEDNESDAY JULY 8<sup>TH</sup>, 2020  
6:00 pm

The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday July 08<sup>th</sup>, 2020 at the Big Lake Township Town Hall, located 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 Chairman Bruce Aubol, Supervisors Larry Alfords, Norm Leslie, Bob Hofer, Dean Brenteson, Treasurer Kenneth Warneke, Clerk Brenda Kimberly-Maas, Deputy Clerk Jayme Swenson, Hanna Klimmek, the City of Big Lake's Community Development Director, Raeanne Danielowski, Sherburne County's District 2 Commissioner, and a newspaper reporter.

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

Motion/Second to accept the presented Agenda by: Leslie/Alfords. Approved by all present Supervisors. None opposed. Motion Prevailed. The meeting proceeded in accordance with the Agenda.

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

The Consent Agenda consists of; a) Approval Minutes – Regular meeting of 06/24/2020 b) Approval of the List of Claims & Payroll 07/08/2020 c) Adopt Resolution RES 2020-10 Appointing Election Judges for the Primary Election to be held on August 11, 2020 d) Adopt Resolution RES 2020-11 Corporate Authorization First Bank Elk River. Motion/Second to Approve Consent Agenda by: Hofer/Brenteson. Approved by all present Supervisors. None opposed. Motion Prevailed.

#### **Open Forum**

NONE

#### **Business from the Clerk**

Hanna Klimmek, the City of Big Lake's Community Development Director, gave a presentation to update the Board on the current and recent housing and economic projects, and future plans for the City.

Clerk Kimberly-Maas shared with the Board that a Sherburne County Association of Townships (SCAT) Meeting, will take place on July 22, to discuss the Coronavirus Aid, Relief, and Economic Security (CARES) Act. The Board requested that Treasurer Warneke attend the meeting, for the Township. Motion/Second for Treasurer Kenneth Warneke to attend the Sherburne County Association of Townships (SCAT) Meeting, on July 22, and represent the Township by: Alfords/Hofer. Approved by all present Supervisors. None opposed. Motion Prevailed.

Clerk Kimberly-Maas presented to the Board a Conditional Use Permit (CUP) application via the Sherburne County Planning and Zoning Department, for a personal storage structure, from Mike and Carol Walberg on parcel identification number: 10-105-2305. The CUP is requested as the Walberg's would like to construct their 30' x 40' personal storage structure, prior to the construction of their house. The current County Zoning ordinance does not allow a storage structure on a property, that does not also have a house. Mr. Walberg explained that they will be building their home, next summer. However, would like to get their storage building construction completed, to help with logistic of the move. The Board sees no concerns, with the CUP request. Motion/Second to return favorable comments and recommend approval of the Conditional Use Permit (CUP) for

a 30' x 40' personal storage structure, from Mike and Carol Walberg on parcel identification number: 10-105-2305 by: Alfords/Leslie. Approved by all present Supervisors. None opposed. Motion Prevailed.

Clerk Kimberly-Maas presented to the Board the resignation letter, due to health concerns, from Town Vice Chairman/Supervisor Robert (Bob) Hofer. Mr. Hofer's first term, as a Supervisor was 1993 to 2004. In 2007 he was re-elected to Supervisor Seat 4 and has served the Town since. Motion/Second to accept Vice Chairman/Supervisor Robert Hofer's resignation, to be effective at the conclusion of this meeting by: Alfords/Leslie. Approved by all present Supervisors. None opposed. Motion Prevailed.

Clerk Kimberly-Maas made it known to the Board that with Supervisor Hofer's resignation his Seat will be open, for appointment. The Board TABLED the item until a future meeting.

Clerk Kimberly-Maas requested the Board appoint a new Vice Chairman for the Town Board. Motion/Second to appoint Supervisor Dean Brenteson as the new Town Vice Chairman by: Aubol/Alfords. Approved by all present Supervisors. None opposed. Motion Prevailed.

Clerk Kimberly-Maas announced that the Community has a new newspaper, the Patriot. It serves residents in the zip codes of 55309 and 55308. She requested the Board allow her to utilize the newspaper for the Town's legal postings and notices. The Elk River Star News will continue to be the Town's official newspaper, for the time being.

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

Supervisor Alfords will report under roads.

Supervisor Aubol shared that he and Supervisor Brenteson attended the Big Lake Fire Department Joint Powers Agreement Board meeting (BLFD JPA). The finances and 2021 budget were presented and discussed. The BLFD JPA Board also discussed areas of the Departments Standard Operating Guidelines (SOG) that are in need of updating. Supervisor Aubol also shared that the Town will be constructing health barriers, for the Elections, taking place on August 11<sup>th</sup> and November 3<sup>rd</sup>.

### **Roads**

Supervisor Alfords reported that overlay project is nearing completion, all the asphalt has been laid and almost all of the shouldering has been applied. The spring road tour was delayed, due to the COVID-19 pandemic, thus some minor road repairs are behind schedule. He also shared that a resident in the Wild Oaks neighborhood has installed large boulders in the Town's right of way (ROW), to prevent cars from driving near his lawn. The boulders are a safety hazard. The resident has been sent a letter, however, is not willing to comply. A second letter will be mailed, to the resident, defining the right of way boundaries, explaining he must comply, or the Town will need to involve law enforcement.

Treasurer Warneke reported that the chip seal project will soon start. The vendor will start bringing the granite chips, to storage at the Town's maintenance facility.

### **Treasurer's Report**

Treasurer Warneke reviewed the Financial Statements and reported the cash balance of the Government Funds (excluding escrow funds) as at \$1,763,550.39, Total Disbursements at \$840,250.83 and Receipts at \$1,451,228.53, Escrow Funds at \$569,039.49 with Total fund balance of \$2,332,589.88. He has no concerns. Motion/Second to accept the Treasurer's Report by: Aubol/Leslie. Approved by all present Supervisors. None opposed. Motion Prevailed.

### **Adjournment:**

Motion/Second to adjourn the Regular Meeting at 7:30pm by: Leslie/Hofer. Approved by all present Supervisors. None opposed. Motion Prevailed.

Respectfully Submitted,

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

Accepted this 22<sup>nd</sup> day of July, by the Town of Big Lake Board of Supervisors.

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

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