



BOARD OF CANVASS  
AND  
REGULAR BOARD MEETING

FRIDAY NOVEMBER 13<sup>TH</sup>, 2020 ~ 10:00am

The Town of Big Lake Board of Supervisors met in regular session, at 10:00am, on Friday November 13<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, Vice Chairman Dean Brenteson, Supervisors Larry Alfords, Norm Leslie, and Scott Sanford, Treasurer Kenneth Warneke, Clerk Brenda Kimberly-Maas, Deputy Clerk Jayme Swenson, a newspaper writer and two (2) guests in the audience.

**Approval of Meeting Agenda**

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

**Approval of Consent Agenda**

The Consent Agenda consisted of: A) Approval of Regular Meeting Minutes from 10/28/2020. B) Approval of presented Claims & Payroll 11/13/2020. C) Authorize Staff to Pay Normal Expense Claim batches on 11/25/2020 and 12/23/2020. Motion/Second to Approve Consent Agenda by: Alfords/Brenteson. Approved by all present Supervisors. None opposed. Motion Prevailed.

**ADMINISTRATION OF OATH**

Board Members recited the Board of Canvass Oath, administered by Clerk Kimberly-Maas.

**ELECTION RESULTS**

Clerk Kimberly-Maas announced the election results from the November 03, 2020 election. The Township had 5161 voters for the election. At 7:00am there were 5074 registered voters. 385 voters registered on election day. 1931 absentee and military Ballots were received. Local election results and Election Judge Lists are attached. A complete listing of results can be viewed at <https://www.sos.state.mn.us/elections-voting/election-results/>.

**CERTIFICATION OF ELECTION RESULTS**

Board Members reviewed the results and concurred the results were accurate. All Board Members present signed the Certification of Election results. Motion/Second to accept results from the November 03, 2020 elections by: Aubol/Brenteson. Approved by all present Supervisors. None opposed. Motion Prevailed.

## **Open Forum**

NONE

## **Business from the Clerk**

Clerk Kimberly-Maas shared the options for holding the Township's 2021 Local Board of Appeals and Equalization (LBoAE) Meeting. After discussion, the Board decided to hold the Meeting with the option for residents to attend in-person or virtually. The Meeting date will be set for the Spring of 2021, by Sherburne County.

## **Treasurer's Report**

Treasurer Warneke reviewed the Financial Statements and reported the Cash Balance of Government Funds (excluding the escrow funds) at \$1,165,075.69, Total Disbursements at \$2,254,703.21. Receipts at \$2,142,00.72. Escrow Funds at \$443,834.00 giving a Total Cash Balance of \$1,608,909.69. The next tax collection will be deposited in December. All fund balances and budgets are positive, and he has no concerns. Motion/Second to approve the Treasurer's report by: Leslie/Sanford. Approved by all present Supervisors. None opposed. Motion Prevailed.

## **The Coronavirus Aid, Relief, and Economic Security (CARES) Act CARES Act Business**

Treasurer Warneke presented the CARES Grant Applicants and recommendation of payment for nonprofit Grants: \$48,659.00, Public and Staff Health/Safety, and Townhall sanitation improvements: \$70,000. A portion of the Townhall sanitation project does not have a final total, yet. Treasurer Warnke offered to schedule a Special Meeting to review and approve the project's final total or allow the CARES Committee to review and accept the final amount. Motion/Second to Authorize the CARES Committee to review and accept the final total amount for the remaining Town Hall sanitation improvement project by: Aubol/Brenteson. Approved by all present Supervisors. None opposed. Motion Prevailed.

Treasurer Warneke reported invoices from the Big Lake Fire Department's (BLFD) for expenses related to COVID expenses totaling; \$1,568.03. There was additional COVID training taken by the Members and the total has not been received, yet.

Treasurer Warneke reviewed requests by local school districts and nutrition programs for assistance funding COVID related expenses. Independent School District 727 (ISD 727) \$198,032.55, Independent School District 728 (ISD 728) \$40,000.00, Independent School District 882 (ISD 882) \$40,000.00, Big Lake Community Food Shelf \$32,994.00 and Big Lake Backpack Buddies \$2,500.00.

Motion/Second to approve payment for the approved Coronavirus Aid, Relief, and Economic Security (CARES) Act allowed expenditures, to approve the recommendations of the CARES Committee Grant Recipients/Awards, and the Town Chairman to sign the Disbursement Register by: Alfords/Brenteson. Approved by all present Supervisors. None opposed. Motion Prevailed. The Board and Staff acknowledged and shared appreciation for the great amount of research, calculations, work and effort Treasurer Warneke dedicated to the Coronavirus Aid, Relief, and Economic Security (CARES) Act funding conception, implementation and process.

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

Supervisor Brenteson shared that the Central Mississippi River Regional Planning Partnership (CMRP) formerly the Highway 25 Coalition is in Round 2 of the community involvement phase. An online survey is available for feedback online at <https://regionalplanningpartnership.org/> or <http://www.biglaketownship.com/>.

**Business from the Board – Committee Reports/Updates (continued)**

Supervisor Aubol shared that the Community Education and Sherburne County Planning and Zoning meeting were canceled.

**Announcements:**

Next Regular Board Meeting on December 09, 2020 at 6:00pm. The second meeting in December will be cancelled due to the Christmas Holiday.

**Adjournment:**

Motion/Second to adjourn the Regular Meeting at 10:35am by: Leslie/Sanford. All Supervisors present approved. None opposed. Motion Prevailed.

Respectfully Submitted,

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

Accepted this 09th day of December 2020 by the Town of Big Lake Board of Supervisors.

\_\_\_\_\_  
Bruce Aubol, Chairman

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