



Regular Board Meeting
Wednesday February 10, 2021 6:00 PM

The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday February 10, 2021 at the Town of Big Lake Town Hall, located in the Big Lake Township's Lions Park Community Center, 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. Vice-Chair Dean Brenteson, Supervisor Norm Leslie, Supervisor Mark Hedstrom, Treasurer Kenneth Warneke, Clerk Brenda Kimberly-Maas, Deputy Clerk Jayme Swenson, Hanna Klimmek - City of Big Lake Community Development Director, three audience guests, and news reporter were in attendance. Supervisor Larry Alfords attended virtually via Zoom.

Approval of Meeting Agenda

Motion/Second to accept the presented Agenda by: Leslie/Hedstrom. Approved by: Alfords, Aubol, Brenteson, Hedstrom, and Leslie. Motion Prevailed. The meeting proceeded in accordance with the presented Agenda.

Approval of Consent Agenda

The Consent Agenda consists of: A) Approval of Minutes; Regular meeting of 01/27 /2021, Special Meeting of 02/03/2021. B) Approve List of Claims & Payroll paid 02/10/2021. Motion/Second to Approve Consent Agenda by: Brenteson/Leslie. Approved by: Alfords, Aubol, Brenteson, Hedstrom, and Leslie. None Opposed. Motion Prevailed.

Sheriff's Department Report

Sergeant Luke McLean reported January 2021 calls were about the same in number as in 2020, with a slight increase in vehicle stops for 2021. Items of note are the uptick of storage unit burglaries and unemployment/identity fraud. The fraud cases have by and large, been committed by non-locals, via online methods. There was also a significant house fire which occurred on 221st Ave. Full report will be added to the official meeting minutes.

Open Forum

NONE

Regular Business

BLEDA Updates

Hanna Klimmek, City of Big Lake Community Development Director presented an update on what the City has been working on the past six months as well as projects for 2021-2023. Of note: City processed 211 more building permits over 2019, most were small projects like decks and sheds. The City received and distributed \$5050,000 CARES Act dollars to local businesses and non-profit organizations. BLEDA Strategic Plan was revised for 2021-2023. An

EDA parcel has been sold for the construction of a full-service laundromat, with closing set for June 30, 2021. City Branding and Identity Design project began and continues. Structural change to the County EDA Board. occurred Hanna is no longer a member of the County EDA Board. Big Lake is represented by Jared Johnson of Cargill and Ken Geroux who sits as the County EDA Board, Vice-President. The Dan Weber, Asst. County Administrator concentrated on the distribution of County CARES Act funds. To date \$865,125 of the County funds received, has been awarded in Big Lake. Big Lake Industrial Park – Phase II, the land jointly owned by the Town and City has been marketed to Minneapolis businesses looking to move from the metro. The cost for the land is \$1 + 8,696.84/ per acre. The current market is for existing vacant buildings, due to the high costs of lumber and construction materials. However, there are few of those remaining on the market. Many medium and high-density residential buildings have been built. Hanna also informed the Board, the Common Bond, Section 42 housing project, has received half of their tax credits from the State of Minnesota. This project is slated to be constructed in the Market Place land on the north side of HWY 10, near the Town maintenance facility. Supervisor Leslie inquired on the status of the previously discussed rail park on the south side of HWY 10 and west of HWY 25. Hanna informed the Board the developer was waiting until a more definite location has been identified for the future bridge crossing over the Mississippi river.

City of Big Lake Economic Development Authority strategic plan 3-year perspective will be included to the official meeting minutes.

Bailey Station Cemetery Committee update

Supervisors Aubol and Leslie met with the Cemetery Board prior to the meeting. The group will be working together to ensure the cemetery's maintenance and special projects are met.

Towns and City Joint Resolution 2016-49

US Solar has approached a town landowner to see if they would be interested in leasing their land for the purpose of a solar garden. The location of the parcel (PID# 10-325-3200) is within the sections identified as non-solar areas within the County's IUP ordinance Therefore an IUP cannot be issued, through the County. It is also adjacent to the annexed parcel (PID# 65-125-3201) which houses the City's solar garden. US solar approached the City to see if the parcel could be annexed to allow for the land to be used for a solar garden. However; the Town and City included language in the Joint Resolution 2016-49, which does not allow for parcels adjacent to PID 65-125-3201(city's solar garden) to be annexed to the city, unless one the parcel desiring to be annexed is also adjacent to other city land OR PID 65-125-3201 is adjacent to other city land. Supervisor Alford's reflected the reason the language was included in the resolution, was to ensure the city's growth occurred from its city limit boundaries, instead of expanding from the solar garden. Secondary was the land use in the area is slated for industrial and commercial. The officers at the time felt they needed to be mindful of that and ensure the land was held in trust for those uses, as well as future transportation needs. Clerk Kimberly-Maas requested each supervisor verbally indicate if they would consider amending the Joint Resolution for the purpose of PID# 10-325-3200 to be equipped as a solar garden. Each supervisor stated they wish to leave the resolution language as it is currently written.

Annual Meeting

Clerk Kimberly-Maas asked if the Board was amenable to allowing for virtual attendance to the Annual Meeting. She noted if the Board were to allow this, each person in attendance would need to be vetted to ensure they are part of the Town's electorate, for voting purposes.

Supervisor Alford's stated by opening the collapsible wall, the building is more than spacious enough to accommodate the normal number of Annual Meeting attendance. He also noted attending virtually is less than desirable and is against allowing for virtual attendance, for those reasons. It was noted the A/V system was installed to allow for Supervisors to attend meetings virtually as an alternative to in person.

Motion/Second to hold the 2021 Annual Meeting as an in-person meeting, only by: Aubol/Hedstrom. Approved by: Alford's, Aubol, Brenteson, Hedstrom, and Leslie. None Opposed. Motion Prevailed.

Benefits

The Personnel Committee met to work through the options available of the Benefica Health Reimbursement Account (HRA) benefit package. Supervisor Hedstrom walked through the recommendations. The HRA selected is QSEHRA, effective 02/01/2021 will be offered during an open enrollment period. New employees will be offered the plan after a 60-day waiting period. The annual provision will not be rolled over. Employees will be able to submit reimbursement requests based on the IRS Publication 502. Hedstrom noted the committee would like to offer the benefit to full-time and part-time employees. If the Board agrees a few questions the committee needs to be addressed by the full Board are: What are the minimum number of hours a part-time employee and full-time employee must work to be included in the plan, what is the benefit amount for PT and FT employees, how often do enrollees need to submit proof of insurance to the plan administrator (Benafica) and how often will the Town submit payment into the HRA account(s). employees who work a minimum of 15 hours a week (part-time employees) and 30 hours a week (full-time employees).

The Board agreed with the recommendations above and including offering the HRA benefit plan to all employees. The Board also defined part-time eligibility as employees who work an average minimum number of hours per week of 15 and full-time employees working an average minimum of 30 hours per week. Qualified health care expenses will be based on IRS publication 502. Part time employees will be able to claim up to \$2,625 annually, full time employees will be able to claim up to \$5,250 annually in qualified expenses. The Town will make payment for enrollee benefits, on an annual basis. Enrolled employees will need to submit proof of health insurance, on a monthly basis to the plan administrator.

Motion/Second to offer eligible employees Qualified Small Employer Health Reimbursement Account (QSEHRA) benefits, as recommended by the Personnel Committee and determined above and enter into agreement with Benafica to be the Plans Administrator. Initial agreement is a two-year agreement. Plan can be modified annually, as needed and will be effective as of 02/01/2021. HRA benefit shall be retroactive to 02/01/2021 by: Aubol/Hedstrom. Approved by: Alford's, Aubol, Brenteson, Hedstrom, and Leslie. None opposed. Motion Prevailed.

Roads

Sanding of certain roads was done due to slippery conditions.

Business from the Board – Committee Reports/Updates

Supervisor Hedstrom attended the Community Ed meeting. He relayed that fall class enrollment was down, but the classes offered were very well attended. Community Education Board express their gratitude for the CARES Act donation made to them by the Township. It was a great help to them in their ability to assist the community during the COVID Crisis.

Treasurer’s Report

Treasurer Warneke reviewed the Treasurer’s Report and Financial Statements with the Board. The town treasury ending balance (less escrows) as of January 31, 2021 was \$1,552,614.92 *Financial Reports are retained as part of the official Minutes and available in the Clerk’s Office.* Motion/Second to approve the Treasurer’s report by: Leslie/Hedstrom. Approved by: Aubol, Alfords, Brenteson, Hedstrom and Leslie. None opposed. Motion Prevailed.

Ken informed the Board the Board of Audit will take place during the February 24, 2021 meeting, in preparation for the Town Annual Meeting.

Announcement:

Federal Holiday on Monday February 15, 2021. Town office will be closed.

Adjournment:

Motion/Second to adjourn the Regular Meeting at 7:14 PM by: Leslie/Hedstrom. All Supervisors present approved. Motion Prevailed.

Respectfully Submitted,

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

Accepted this 24th day of February 2021, by the Town of Big Lake Board of Supervisors.

Bruce Aubol, Chair

Attest: _____
Brenda Kimberly-Maas, Town Clerk