



PUBLIC HEARING-INTENT TO FRANCHISE
Regular Board Meeting
Wednesday April 28, 2021 6:00 PM

The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday April 28, 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 Larry Alfords, Supervisor Norm Leslie, Supervisor Mark Hedstrom, Treasurer Kenneth Warneke, Clerk Brenda Kimberly-Maas, Deputy Clerk Jayme Swenson, Fire Chief Seth Hansen, Town Engineer, Wes Davis, seven audience guests, and news reporter were in attendance.

Approval of Meeting Agenda

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

PUBLIC HEARING – INTENT TO FRANCHISE

Chair Aubol opened the Public Hearing at 6:01PM.

Clerk Kimberly-Maas informed the Board no applications had been received by the clerk's office.

Motion to close the Public Hearing by: Supervisor Brenteson. Seconded by: Supervisor Leslie. Approved by: Alfords, Aubol, Brenteson, Hedstrom, and Leslie. Motion Prevailed.
Hearing closed at 6:02PM.

Approval of Consent Agenda

The Consent Agenda consisted of: A) Approval of Minutes; Regular meeting 04/14/2021. B) Approve List of Claims & Payroll paid 04/28/2021. Motion/Second to Approve Consent Agenda by: Hedstrom/Brenteson. Approved by: Alfords, Aubol, Brenteson, Hedstrom, and Leslie. None Opposed. Motion Prevailed.

Big Lake Fire Department Report

Chief Seth Hansen reported 35 total calls for service in March 2021: City of Big Lake had 21, Big Lake Township had ten (10), three (3) in Orrock Township, and one (1) mutual aid call. This was an increase of 38 calls from the same time period in 2020. Of those calls there were four (4) fire, four (4) hazardous condition, three (3) medical assists, and three (3) motor vehicle accidents. The members participated in online training on building construction, how to read a building, and eye safety. Hands-on training consisted of ladder and roof operations. The chief officers wanted to boost the department's PATCH (Pride, Attitude, Tradition, Courage, Heart) and brought in the Fire Chief from Mdewakanton department, was brought in to lead a class and help with team building and comradery within the members. The class was reported

to have been well received. The Becker fire department invited BLFD to partake in a live burn training and BLFD members are grateful for the opportunity. The live burn training at the donated structures in Orrock township, are scheduled to occur on May 21, 2021. The buildings have been enhanced to allow for multiple exercises. SCBA use and protection/preservation of evidence and fire origin will be part of that training activity. Chief Hansen informed everyone that conditions continue to be very dry and burning restrictions continue to be in effect. The department responded to five (5) grass fires in the previous month.

Open Forum

Todd Jagodinski and Troy Ostrander were present to address the board on a land concern. Their mother, Shirley Ostrander, recently passed away leaving multiple parcels in the Birch Lake Beach plat, to Todd and Troy. They have been looking at selling those parcels and have hit a few stumbling blocks. They have been working on resolving some of the problems with the help of Sherburne County Planning and Zoning offices. One of the hurdles is a portion of the septic system for PID# 10-404-0220, is on a lot that was acquired by the township PID# 10-404-0132, through tax forfeiture, a number of years ago. Todd and Troy would like to be able to get a portion of the township parcel, returned to their private ownership, so they can sell their property. Todd stated the septic is in compliance. Supervisor Alfords requested that Todd and Troy supply the Board with a professional survey of the town parcel, their parcel and the area which is being requested for return to private ownership. He also requested the septic compliance certification be made available to the board, for review. Once those items are available, Todd is to submit them to the clerk for preview by the board and have the item added to the next available meeting agenda. Todd said he will work on getting the requested information compiled and submitted.

Rob Lind, Two Rivers developer, was in attendance to inquire on changing the culvert specifications to include the use of culverts made from HDPE material. The road committee will investigate this possibility and address the matter during a future meeting.

Regular Business

Otto ROW Setback Variance Request

Erik Otto was in attendance to request a setback variance of 47' from the ROW of 191st St. NW (PID# 10-401-1590) – placing the primary structure at 20' from the ROW. The lot is quite steep and Chair Aubol asked if Erik's plans take into consideration run-off from the road with regard to the ROW and the yard. The site plan was reviewed by board members and Supervisor Brenteson noted the step footing should be ok for the structure and sandy soil. Erik told the Board his plans include gutters which will lead to a 10' x 10' French drain and the driveway is to be constructed at the point where 191st St. levels off. The driveway also provides a 10% grading to slope away from the ROW. Board reminded Erik to work with County Planning and Zoning on their requirements.

Motion/second to recommend approval of 47' variance to the 67' ROW setback on PID# 10-401-1590 by: Brenteson/Alfords. Approved by: Alfords, Aubol, Brenteson, Hedstrom, and Leslie. None opposed. Motion Prevailed.

Massmann Rezone Request

Justin Massmann attended via virtual means to request comment on re-zoning his property (PID# 10-136-3401) from Agricultural to General Rural. The County Land Use map has the area as Rural Residential, which is compatible with the rezone request. Clerk Kimberly-Maas spoke with Marc Schneider, County Planner, who has no concerns with the request.

Motion/Second recommending approval of rezone request for PID# 10-136-3401 by: Alfords/Leslie. Approved by: Alfords, Aubol, Brenteson, Hedstrom, and Leslie. None opposed. Motion Prevailed.

Recycle Day Vendor - Contract Renewal

Clerk Kimberly-Maas informed the Board the contract between the Town and Metro Appliance Recycling, will expire after the 2021 event. She told the members that owner Jason Warehime, has done a great job the past four years. He has worked with staff to ensure gate pricing is fair to residents, takes into account the SCORE grant funding to ensure minimal cost to the budget. He provides the crew to unload vehicles so minimal volunteers are needed. Staff from the three participating communities are on site to collect funds. She recommends the board enter into another five-year (5yr) contract with Metro Appliance Recycling (2022-2026).

Motion/Second entering into five-year (5 yr.) contract with Metro Appliance Recycling to provide services at the annual recycling event. Contract will commence 2022 and terminate after the 2026 recycle day event by: Aubol/Brenteson. Approved by: Alfords, Aubol, Brenteson, Hedstrom, and Leslie. None opposed. Motion Prevailed.

“Handy-man” Vendor

Supervisor Leslie told board members he has been searching for someone who can perform odd jobs around the town hall and park facilities. He and the park committee received two time and material quotes, from local companies. The committee is recommending Mike Frovarp of Westwood Repair Plus Services, to serve as an on-call handyman. His rates are very reasonable and he comes with recommendation from friends. Supervisor Hedstrom asked if the town runs background checks on these types of vendors. Background checks aren't done for town vendors. Vendors have to provide insurance at state tort levels.

Motion/Second to utilize Westwood Repair Plus Services for handy-man services at time and material pricing as quoted by: Leslie/Alfords. Approved by: Alfords, Aubol, Brenteson, Hedstrom, and Leslie. None opposed. Motion Prevailed.

Roads

180th St. NW Extension Easement

Wes Davis, town engineer, presented a survey and description for the permanent easement between Knick Knack Knoll - Second Addition and Rivercrest Farms - Second Addition. The road committee plans to meet directly after the board meeting to review the drawing and discuss other 2021 maintenance.

Other road matters

Supervisor Alfords reported all sweeping activities were completed and some spring work has been done.

Treasurer's Report

Treasurer Warneke reviewed the Treasurer's Report and Financial Statements with the Board. The town treasury ending balance (less escrows) was \$1,423,815.66 Tax payments should be seen end of June or beginning of July. Ken has no concerns with balances in the treasury. *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: Alfords/Brenteson. Approved by: Aubol, Alfords, Brenteson, Hedstrom and Leslie. None opposed. Motion Prevailed.

Treasurer Warneke informed the Board that Ziegler Construction has requested release of the remaining culvert escrow. He toured Knick Knack Knoll – Second Addition and reported the culverts are all properly installed and recommends the escrow be released. The amount to be refunded is \$1,501.84 - \$1.84 is the amount of interest earned on the original \$1,500.00.

Motion/Second authorizing the release of the balance of Knick Knack Knoll – Second escrow to Ziegler Construction by: Leslie/Brenteson. Approved by: Aubol, Alfords, Brenteson, Hedstrom and Leslie. None opposed. Motion Prevailed.

Treasurer Warneke also informed the Board that Rob Lind had emailed to inquire on the release of the remaining Two Rivers road warranty funds. These funds were withheld because a portion of the roads were not up to town standard. The road committee will re-evaluate the section of road and give their recommendation to the Board at the next town meeting.

Business from the Board – Committee Reports/Updates

Supervisor Aubol attended the County's Planning and Zoning Board of Adjustment meeting. He told the board no Big Lake Township business was discussed at the meeting, but reported there is a lot of plat development and new home construction occurring in Livonia and Baldwin townships.

Supervisor Alfords reported he and other road committee members met with Andrew Witter to discuss the exchange of County Road 79 and 209th Ave. They continue to work out the details on it. They also discussed the proposed round-about under consideration for 2022 construction at the intersection of County Road 43 / 205th Ave. and the impact that will have on the Town's 2021 maintenance plans for 205th Ave. The road committee will be meeting with Andrew again to review both matters. The road committee will keep the Board informed as discussions occur.

Supervisor Hedstrom reported that a resident had contacted him about some clearing of land on a property located on Hwy 10 Service Dr. NW. Mark stopped at the property and spoke to some workers and was told a 5-space campground was being planned. Planning and Zoning was contacted, by staff and is in the process of investigating what is occurring on the property, especially since the land includes part Preusse Lake – a natural environmental lake, where clearing needs to be approved. County Planning & Zoning will keep the office current on information, which will be forwarded to the board.

Announcements:

Big Lake Area Food Shelf will be distributing food packages on Monday May 17th in the town hall parking lot. The Lions are looking for traffic control volunteers.

2021 Annual Recycle Day is Saturday May 15th. Gates will be open from 8AM – 1PM.

Adjournment:

Motion/Second to adjourn the Regular Meeting at 6:51 PM by: Leslie/Brenteson. All Supervisors present approved. Motion Prevailed.

Respectfully Submitted,

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

Accepted this 12th day of May 2021, by the Town of Big Lake Board of Supervisors.

Bruce Aubol, Board Chair

Attest: _____
Brenda Kimberly-Maas, Town Clerk