



Regular Board Meeting
Wednesday January 26, 2022 6:00 PM

The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday January 26, 2022 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, Sherburne County Sheriff, Joel Brott, Big Lake Fire Chief, Seth Hansen, news reporter and several guests were in attendance. Supervisor Larry Alfords was absent.

Approval of Meeting Agenda

Motion/Second to accept the presented Agenda by: Leslie/Hedstrom. Approved by: 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 01/12 /2022 and Joint Community Meeting of 01/20/2022. B) Approve List of Claims & Payroll paid 01/27/2022. Motion/Second to Approve Consent Agenda by: Hedstrom/Brenteson. Approved by: Aubol, Brenteson, Hedstrom, and Leslie. None Opposed. Motion Prevailed.

Annual Sheriff's Report

Sherburne County Sheriff Joel Brott reviewed Big Lake Township's 2021 Annual Sheriff's Report. *Annual Sheriff's Report is retained as part of the official Minutes and available in the Clerk's Office.* The Sheriff's Department has reports of 2664 interactions with the public in the Township, which is an increase from 2019 and 2020. Calls for serious criminal activity were down in total, from the same timeframe. The Sheriff's Department is partnering with Central Minnesota Mental Health Center (CMMHC) in a program called Co-responder to assist with mental health crisis in the county. This has been a beneficial partnership. After a two-year process, the Sherburne County Dispatch received public communications accreditation from the Commission on Accreditation for Law Enforcement Agencies (CALEA). The jail received re-accreditation from the American Correctional Association (ACA). It was first accredited in 2017. Re-accreditation is done every three years (3yrs). The Sheriff's Department continues to successfully utilize social media for community announcements and education. Sheriff Brott expressed his gratitude to the Big Lake Fire Department, for their assistance to the Sheriff's department.

Big Lake Fire Department Report

Chief Hansen reported in December 2021, the department responded to 15 calls in Big Lake Township, 23 calls in the City of Big Lake, two (2) in Orrock Township, two (2) mutual aid calls and one (1) call where only an officer was required, for a total of 43 calls. The department responded to three (3) building fires, one (1) on chimney fire, five (5) hazardous conditions, seven (7) medical assists, and eighteen motor vehicle accidents. The total number of calls to which the Department responded in 2021, was 429. Online training focused on carbon monoxide and hands-on training revolved around radio communications. Captain Chris Brezinka notified Chief he will be retiring from the department, effective on Friday January 20, 2022. Captain Brezinka served the community, for nine years and seven months. Keil Ruberg will be moved up to fill the vacant Captain position.

New Member Oaths

The Board recognized Brad Anderson, Brian Erlandson, Mike Houts, and Matt Houle – who was unable to attend the meeting, for successfully passing the required training and are serving as BLFD members. Chair Aubol performed the swearing in of Brad, Brian and Mike. Afterwards their wives pinned badges on the men's uniforms.

Years of Service Recognition

The Board congratulated and thanked members and their families for their dedication to protecting the community. Mike Bondhus – 31 years, Keil Ruberg – 5 years, and Ryan Aderman – 5 years. The Board also recognized recent retirees Ryan Hanson – 10 years of service and Jim Jenson – 17 years of service.

Open Forum

NONE

Regular Business

Big Lake Fire Department Relief Association

Eric Rosa, the Relief Association's Secretary brought forth a request to the Board to increase the Relief Association pension benefit by \$300, from \$5,100 to \$5,400 per year of service. This would decrease the fund to 103%, which means if all members were to retire on the same day, there would be 3% of the fund balance remaining. Eric informed the Board that the fund is currently 116% funded. The Fire Relief Association motioned and approved the increase at its January 16, 2022 meeting.

Motion/Second to increase Big Lake Fire Department Relief Association benefit by \$300.00, from \$5,100 to \$5,400 per year of service by: Leslie/Brenteson. Roll Call vote was taken. Aubol - Aye, Brenteson - Aye, Leslie - Aye. Hedstrom - Abstain. None Opposed. Motion Prevailed.

City of Big Lake Growth & EDA Update - 2021

Hanna Klimek presented to the board 2021 and upcoming housing and commercial projects within the city. Hanna noted the city issued 90 single family home permits in 2021 and preliminary 2022 estimates are higher. 2021 single-family approved & in construction projects: Sandhill Villas (HOA) – 12 Single-Family Homes, Wrights Crossing 3rd Addition – 31 Single-Family Townhomes, Norland Park Final Plat 7 – 18 Single-Family Homes. The city saw many multi-family unit projects come through planning commission: Station Street Apartments – 105 market rate rental units (*approved & in construction*), Marketplace Crossings – 60 market rate & affordable rental units (*awaiting final applications*), Parkwood Knolls – 256 single-family homes & townhomes (*concept plan review*), Prairie Meadows 3rd Addition – 77 single-family townhomes (*preliminary applications submitted*), Avalon Estates – 106 twin homes, quad homes, and 3-story apartment building w/42 units (*EAW completed*).

Marketplace Drive – 139 Detached Townhomes (*preliminary applications submitted. Soil boring reports were recently received. They revealed contamination several feet down, on the west side of the project. It is unknown how this will affect the project. Hanna also informed the board that the latest plan has the stub road adjacent to the town’s maintenance facility’s property “Street C” removed.*

Commercial & Industrial projects included: Big Lake Car Condos (*approved & in construction – some units sold and being built out*), Arrow Components Big Lake Industrial Park East (*Big Lake Township and City of Big Lake Partnership – JPB approved & in construction*), Premier Marine (*approved & In construction - Ewald & Rita Petersen’s 85 acre farm was sold and annexed into the city, for this project*), Nystrom & Associates (*completed*), Liberty Bank (*completed*), Great River Federal Credit Union (*completed*), Cargill Protein Expansion (*Big Lake Township and City of Big Lake Partnership – JPB approved & completed*). Hanna gave an overview of what Big Lake Economic Development Authority (BLEDA) accomplished. Big Lake Revolving Loan Fund was created in 2021 – City Council provided \$100,000 seed money to initiate the program. BLEDA Strategic Plan was reviewed and revised. It continues to focus on marketing, business retention & expansion, selling industrial park land, and increasing BLEDA community presence. Big Lake Community Brand & Identity Design Project was completed in 2021. A contract for private Development of an EDA Parcel was inked and closed on December 31, 2022. A full-service laundromat will be constructed on the parcel. Corrie Scott from the recreation department plans, organizes, and communicates on several community events. Some of these are community gardens & gardening education classes, summer & winter farmer’s markets, music in the park (celebrating 10 years in 2022), year-round photo contests, and holiday lighting contests. Corrie also was instrumental in implanting the city’s new brand and logo. Upcoming and ongoing projects in the city are code revision (repeal & replace) including the subdivision ordinance, zoning Ordinance and sign ordinance. Hanna is looking forward to coordinating the city’s efforts with the Sherburne County comprehensive plan update, being done by Marc Schneider. The city continues to participate in CMRP – transportation task force.

Authorization to manage financial accounts

Motion/second to authorize Chair, Vice-Chair, Treasurer and Clerk to manage banking and financial accounts on behalf of the Town by: Leslie/Hedstrom. Approved by: Aubol, Brenteson, Hedstrom, and Leslie. None opposed. Motion prevailed.

Authorization signors on financial accounts

Motion/second to authorize Chair, Vice-Chair, Treasurer and Clerk as signors on town banking and financial accounts on behalf of the Town by: Leslie/Hedstrom. Approved by: Aubol, Brenteson, Hedstrom, and Leslie. None opposed. Motion prevailed.

Supervisor Updates

Supervisor Aubol attended the planning & zoning advisory board meeting. Another solar garden and a property split on 169 were considered. Bruce told the board the FD roof ad-hoc committee is close to completing the specifications. Once done the committee will seek bids for consideration at the next FD JPB meeting.

Supervisor Brenteson spoke with Dan Weber to get further information on Midco’s expansion plans. Dan clarified that Midco is planning to expand further in the areas they worked in 2021 and will be looking at expanding in the northeast corner and south of Eagle Lake, in 2023.

Roads

Ken has begun looking at what overlay projects should be considered for the 2022 construction season. He noted the prices in 2022 will likely be significantly higher than in 2021. He would like the

board to consider spending all of the ARP funds on road projects, to catch up on some of the needed road work. Plowing costs in 2021 came in under budget and he reduced the 2022 budget some, based on the past few seasons.

2022 Proposed Budget

Treasurer Ken Warneke presented the 2022 budget for the Board’s consideration. The full Finance Committee has not met to discuss it, but he and the clerk did review the proposed budget. Ken noted even an approved budget can be modified throughout the year. The Board can also table discussion and decision until the following meeting, if desired. Chair Aubol stated he felt the confident that the presented budget was in line with the needs of the township and if needed was amenable to revising it during the year. Motion/Second to adopt the 2022 Budget as presented by: Hedstrom/Brenteson. Approved by: Aubol, Brenteson, Hedstrom, and Leslie. None Opposed. Motion Prevailed.

2022 Budget will be retained as part of the official meeting minutes available in the Clerk’s Office.

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 25, 2022 was \$2,158,637.78 *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/Brenteson. Approved by: Aubol, Brenteson, Hedstrom and Leslie. None opposed. Motion Prevailed.

Announcement

~ Next Town Board meeting on Wednesday February 9, 2022 commencing at 6:00PM.

Adjournment

Motion/Second to adjourn the Regular Meeting at 7:12 PM by: Leslie/Hedstrom. All Supervisors present approved. Motion Prevailed.

Respectfully Submitted,

Brenda Kimberly-Maas, Clerk

Accepted this 9th day of February 2022, by the Town of Big Lake Board of Supervisors.

Bruce Aubol, Chair

Attest: _____
Brenda Kimberly-Maas, Town Clerk