



Regular Board Meeting
Wednesday March 09, 2022 6:00 PM

The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday March 09, 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, Sergeant Luke McLean - Sherburne County Sheriff's Department, and news reporter attendance. Supervisor Larry Alfords was absent.

Chair Aubol took a moment to remember Bob Hofer, who recently passed away. Bob served the residents of the town, as a supervisor for twenty-five years.

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 02/23/2022. B) Approve List of Claims & Payroll paid 03/09/2022. C) Ratify letter to US Solar. Motion/Second to Approve consent agenda by: Brenteson/Leslie. Approved by: Aubol, Brenteson, Hedstrom, and Leslie. None Abstained. None Opposed. Motion Prevailed.

Sheriff's Report

Sherburne County Sergeant Luke McLean reported to the Board 229 calls of service, for the month of February. The department saw a significant increase in traffic stops – 17 in 2021 and 75 in 2022. A local business and an icehouse break-in also occurred during the month and a number of welfare checks requested. Full report is included as part of the minutes.

Open Forum NONE

Regular Business

Big Lake Fire Department Relief Association Request

The Big Lake Fire Department Relief Association (BLFDRA) made a request to use the fire station to hold their Annual Dance. Alcohol will be served at the dance. The request is also being made to the City Council, since both entities are owners of the department. Supervisor Leslie inquired on what organization was providing the liquor license and if the liability insurance provided was at least at the mandatory tort limit. The SpudFest organization will be providing the liquor license and holds the appropriate amount of insurance.

Motion/second to allow the use of the fire station to host the Big Lake Fire Department Relief Association's annual dance on August 13, 2022 and for liquor to be served by: Brenteson/Leslie.

Approved by: Aubol, Brenteson, Hedstrom, and Leslie. None Abstained. None Opposed. Motion prevailed.

Fire Station Re-roof Project Update

Supervisor Brenteson informed the Board, Layne Otteson had prepared bid documents for the reroofing of the fire station. The documents will allow for two types of roofing materials to be utilized, either TPO or EPDM. Both materials will have a minimum thickness of 60 mil. The current roofing materials will be fully removed and new vacuuming ballast, insulation, metal flashing/coping, recovery board, etc. will be installed. The estimated cost will be much higher than originally was thought. This is because the recommended type of materials needed are more expensive than is currently installed and due to the increase of materials generally, due to limited availability of the materials and work force. The estimated cost is \$200,000 plus. The required completion date is October 4, 2022. The ad-hoc reroof committee is recommending the acceptance of the bid documents and allowance for the letting of the bids to occur. Layne Otteson, City of Big Lake engineer will be coordinating the letting and receiving of sealed bids. Supervisors Aubol and Brenteson expressed their appreciation and thanks to Layne Otteson, Mark Hedstrom and all the other individuals who assisted in the process of completing the specifications.

Motion/Second to approve the bid specifications and letting of bids to complete the re-roof project of the Big Lake Fire Station by: Brenteson/Leslie. Approved by: Aubol, Brenteson, Hedstrom, and Leslie. None Abstained. None Opposed. Motion prevailed.

Request to Return to Three (3) Voting Precincts

Clerk Kimberly-Maas informed the Board, the redistricting process which was recently completed in response to the 2020 Census, resulted in the entirety of the township to be placed in the single State House District of 27A and single State Senate District of 27. The precincts would be the same as prior to the redistricting that was done in 2012. Precinct 4 would be split between precincts 1 & 2, where voters who are within ISD #728 area would be in precinct 1 and voters in ISD #727 would be in precinct 2. The polling locations would remain the same. Precinct 1 polling location will continue to be Lord of Glory Lutheran Church. Precinct 2 polling location will be the township hall. Precinct three polling location would remain at the fire station. The number of voters who will vote at the town hall will be a less than when it was a combined location for precincts 2 & 4. There will be more voters who cast their ballot at precinct 1, but the fellowship hall at Lord of Glory is large enough to accommodate the additional voters. Brenda informed the Board she is working with Brad Neuhauser, from the Minnesota Secretary of State's office, to finalize the precinct maps. She will have them finalized in the next few days. She is recommending and requesting the Board authorize the township return to three (3) voting precincts, by adopting Resolution 2022-08.

Motion/Second to adopt Resolution 2022-08 a Resolution Establishing Precincts and Polling Locations by: Hedstrom/Leslie. Approved by: Aubol, Brenteson, Hedstrom, and Leslie. None Opposed. None Abstained. Motion Prevailed.

Supervisor Updates

Supervisor Leslie reported he will begin working on spring start-up in the park. The park committee will be meeting to discuss the park's mowing contract. Liam's Eagle Scout pollinator garden project is progressing. Liam is working with Sherburne County Soil and Water on the project details. Norm is also working to obtain crushed bituminous or similar materials, estimates. The material will be placed on the trails to allow for easier travel.

Roads

Sealed bids for the town's 2022 overlay project were opened the morning of this meeting. The engineer's estimate was \$ 852,000. Bids ranged between \$779,280.15 – made by Knife River, to \$1 1,000,672.85. Segments in fourteen locations throughout the township are slated to be overlaid. Ken noted along with increases in labor costs; the 18% increase in oil from \$53 in 2021 to \$63 in 2022 was the reason for the large differences in the bids received. Ken recommended the town look to do as much overlaying, as the budget will allow. Supervisor Brenteson recommended the low bid of \$779,280.15 be accepted and the 2022 overlay contract be awarded to Knife River.

Motion/Second to accept the low bid of \$779,280.15 and award the 2022 overlay contract to Knife River and advance as much work as allowable by the set budget amount by: Aubol/Hedstrom. Approved by: Aubol, Brenteson, Hedstrom, and Leslie. None Opposed. None Abstained. Motion Prevalled.

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 February 03/09/2022 was \$2,035,675.84. Escrows totaled \$477,783.79. Total town treasury \$2,513,459.63. *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 Prevalled.

Announcement

- ~ MAT Short Courses will be offered via virtual means March 15 & 16. Town office hours will be limited to allow staff to participate.
- ~ BLFD Chili Cookoff and fundraiser for new extrication equipment on Saturday March 19, from 4 – 7PM at Lupulin Brewery.
- ~ Local Board of Appeal & Equalization meeting will be held on Thursday April 7, 2022, commencing at 9AM, at the Town Hall.

Adjournment

Motion/Second to adjourn the Regular Meeting at 6:40 PM by: Leslie/Hedstrom. All Supervisors present approved. Motion Prevalled.

Respectfully Submitted,

Brenda Kimberly-Maas, Clerk

Accepted this 23rd day of March 2022, by the Town of Big Lake Board of Supervisors.

Bruce Aubol, Chair

Attest: _____
Brenda Kimberly-Maas, Town Clerk