



Regular Board Meeting  
Wednesday March 23, 2022 6:00 PM

The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday March 23, 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, Big Lake Fire Chief, Seth Hansen, and news reporter were in attendance. Supervisor Larry Alford 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 03/09 /2022. B) Present DRAFT 2022 Annual Meeting Minutes. C) Approve List of Claims & Payroll paid 03/23/2022. Motion/Second to Approve Consent Agenda by: Hedstrom/Brenteson. Approved by: Aubol, Brenteson, Hedstrom, and Leslie. None Opposed. Motion Prevailed.

### **Big Lake Fire Department Report**

#### **Department Update**

Chief Hansen reported in February 2022, the department responded to 4 calls in Big Lake Township, 12 calls in the City of Big Lake, none (0) in Orrock Township, three (3) mutual aid calls and two (2) calls where only an officer was required, for a total of 21 calls. The calls included four (4) fires – of which three (3) were building fire, one (1) hazardous condition, three (3) medical assists, and two (2) motor vehicle accidents. The mutual aid calls were in Monticello, Elk River, and Becker. The firefighters participated in sixteen hours of medical refresher training. The department's Chili Cookoff Contest/Fundraiser was a great success. There are a few outstanding bills, but the Chief estimates the final amount at \$500 which will be added to the donations account, earmarked for extrication equipment to be placed on the new engine. There is a recall on the tender. It will be driven to Heiman in Sioux Falls, SD to have the repair done, when the brush rig is ready to be picked up.

### **Open Forum**

NONE

## **Regular Business**

### **BLFDRA Dance – Gambling License**

A request was made for the approval of a gambling license for the BLFDRA dance. Motion/second approving gambling license for the BLFDRA dance by: Brenteson/Leslie. Approved by: Aubol, Brenteson, Hedstrom, and Leslie. None opposed. Motion prevailed.

## **Supervisor Updates**

Supervisor Leslie reported spring start-up in the park will begin Monday March 28th. Starting with the small trail signs being hung and dead pine tree next to the driveway will be felled.

Supervisor Aubol reported he attended the Planning and Zoning meeting. At the meeting it was decided the park dedication fees were to be increased from \$800 to \$1200 per lot or 10% of the land to be platted must be dedicated as park land.

Supervisor Brenteson reminded everyone there was going to be a public meeting were folks could learn about CMRP activities. The event will be held on April 6<sup>th</sup> from 3PM – 5:30PM. Attendees must pre-register online.

## **Roads**

### **Spring Load Restrictions**

MNDOT has begun issuing spring road restrictions. The township is in the Metro zone and restrictions began on March 16<sup>th</sup>. All township roads will be restricted to 5-tons unless otherwise posted.

### **2022 Overlay Projects**

The draft of the overlay contract has been written. The contract will be on its way in the next few days. No pre-construction meeting has been scheduled.

### **Misc. Road Maintenance**

Road committee members, Jeff Rhodes and his crew will be met to discuss miscellaneous work to be done. Trimming, brushing, crack filling, and sign work will be performed starting Monday – 03/28. The crew will be starting the brushing and tree trimming in the northeastern quadrant of the township – Birch Lake area. There is quite a lot of residual sand on the roads, which will need to be swept later in the spring and quotes will be requested for this project.

## **Treasurer's Report**

Treasurer Ken Warneke informed the board that the account held at Old National Bank had been closed. Accounts are still active at First Bank – Elk River and Sherburne State Bank, as well as the 4M Fund. Ken reviewed the Treasurer's Report and Financial Statements with the Board. He informed the board the annual audit will be performed in May. The cost of the audit will be roughly \$15,000 and will be paid out of the General Fund. The amount of gas tax received this year was quite a bit higher than in 2021 which is reflected in the Road Fund balance presented at this meeting. Snow control is over-budget, due to the frequent smaller accumulations seen since January. The 2022 bill for Fire District #1 came in a bit higher than the budgeted amount. The next disbursement from the County should be at end of June – beginning of July. The bond payments were approved in this meetings claims. The town

treasury ending balance (less escrows) as of March 22, 2022 equals \$1,995,178.26. Total amount in the treasury (including escrows) equals \$2,472,962.05. *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.

FD Audit

Brenda informed the Board the Fire Department annual audit will begin on Monday March 28<sup>th</sup>. The Auditors will be working remotely and there may be delays in responding to emails or voice messages by her and Jayme as they work with the auditors.

Announcements

- ~ SCAT Meeting on Wednesday April 6<sup>th</sup> at 6:00PM at the Sherburne History Center.
- ~ Local Board of Appeal & Equalization Meeting on Thursday April 7<sup>th</sup> at 9:00AM at the Town Hall.
- ~ Next Regular Board Meeting on Wednesday April 13<sup>th</sup> (three weeks between meetings).
- ~ Big Lake Area Food Shelf distribution on Monday April 18<sup>th</sup> from 3:30PM – 5:30PM west end of the Township's Community Center
- ~ Big Lake Community Fair and Expo Saturday April 23<sup>rd</sup> from 10:00Am – 1:00PM at Big Lake High School.

Adjournment

Motion/Second to adjourn the Regular Meeting at 6:31 PM by: Leslie/Hedstrom. All Supervisors present approved. Motion Prevailed.

Respectfully Submitted,

Brenda Kimberly-Maas, Clerk

Accepted this 13th day of April 2022, by the Town of Big Lake Board of Supervisors.

\_\_\_\_\_  
Bruce Aubol, Chair

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