



Regular Board Meeting
Wednesday June 8, 2022 6:00 PM

The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday June 8, 2022. The meeting was held at the Town of Big Lake Town Hall, located in the Big Lake Township's Lions Park Community Center - 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 Cannon, Sergeant Luke McLean - Sherburne County Sheriff's Department, a news reporter, and public 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 on 05/25/2022. B) Approve List of Claims & Payroll paid 05/28/2022 - 06/08/2022. Motion/Second to Approve consent agenda by: Hedstrom/Brenteson. 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 337 calls of service, in the month of May. The Board requested some additional patrolling of the township's Lions Park to watch for unacceptable activities. Residents have also asked for additional squads to patrol on county road 73 & 81, as traffic has been traveling at higher rates of speed. *Full report is included as part of the official minutes.*

Open Forum

Ashley Louma from the Big Lake Youth Baseball Association (BLYBA), as well as a few other association parents, were present to speak to the Board. Ashley spoke to the Board about the conditions of the two ball fields at the park and the desire to schedule the fields for BLYBA exclusive use during their season. Concerns brought forth were the lack of mowing, infield grooming, holes in the outfield of the playground area field, and unsecured bases on the field near County Road 5. She indicated there were parents who were willing to maintain the fields to bring them to BLYBA expectations. Supervisor Leslie informed the group the outdoor amenities are maintained, for the general community's needs. The outdoor amenities are available on a first-come, first-served basis. The issues that Ashley brought forth were already addressed. Both fields had been groomed and will be done weekly instead of every-other week. He informed everyone that the field near County Road 5 was built to softball specifications. The bases are secured, at the distances required for softball. Supervisor Leslie had resecured the second base and installed a new home plate on the softball field. The small ball field, near the playground, is used for multiple types of games such as t-ball, softball, and kickball.

The bases are not secured so they can be moved to the correct distances for the game being played on the field. New bases had been purchased and placed, on that field. Supervisor Hedstrom said he thought additional help from volunteers, would be advantageous. Supervisor Leslie replied that the Town had been approached by other groups and individuals, who desired to volunteer time or make donations. However, often times folks felt they had a preference when it came to using the park's amenities. For this reason, he did not wish to pursue having BLYBA involved in the ball fields maintenance. He will be monitoring the situation and will make adjustments, as needed.

Regular Business

Revised Internal Controls

Clerk Kimberly-Maas informed the Board the Annual Audit had taken place the prior week. During the audit, she and Treasurer Warneke reviewed the Town's Internal Controls and made some modifications because they were out-dated. The revised Internal Controls had been reviewed by staff from Schlenner, Wenner and Associates – the audit firm, who had no concerns with the revisions. She presented them to the Board for official acceptance.

Motion to adopt the Internal Controls as presented by Brenteson/Hedstrom. Approved by: Aubol, Brenteson, Hedstrom, and Leslie. None opposed. Motion prevailed.

Schlenner, Wenner & Co. Agreement

Clerk Kimberly-Maas and Treasurer Warneke presented a three-year agreement and fee schedule between the Town and Schlenner, Wenner & Co. The agreement is to perform the Town's annual audit for the years 2021 – 2023 and includes the preparation of Financial Statements and reporting to the Office of the State Auditor. The fee schedule shows an annual increase of 15% each year. Supervisor Hedstrom asked if the Town had sought quotes for the service. Treasurer Warneke stated there are not that many firms who perform audits for townships. Brenda noted that Orrock Township had sought quotes in 2021 and only three firms replied. Orrock chose Schlenner, Wenner after receiving recommendations from other townships. Ken noted he has been happy with the firm and felt they were very thorough. Motion to approve and enter into a three-year agreement with Schlenner, Wenner & Co. as presented by: Leslie/Brenteson. Approved by: Aubol, Brenteson, Hedstrom, and Leslie. None opposed. Motion prevailed.

Township Legal Seminar

Treasurer Warneke attended the Minnesota Association of Townships legal seminar, earlier in the day. He told the Board the one matter that was of most interest to him was the ruling that unimproved platted roads may be turned back to adjacent private landowners. The recent ruling has been appealed to the State Supreme Court. Troy Gilchrist has been involved in the lawsuit and MAT will be watching the proceedings. Brenda reminded the Board that Couri & Ruppe will be hosting a free legal seminar on Wednesday June 22nd at the Albertville City Hall. Any interested supervisor should contact the Couri & Ruppe office to register for the event.

Roads

180th Street NW

Clerk Kimberly-Maas informed the Board the paperwork dedicating and accepting the easement for the connection of 180th Street NW, between Knick Knack Knoll – Second Addition, and River Crest Farms – Second Addition had been signed by all the interested parties. And the relinquishment of the temporary easement was also signed. The paperwork will be recorded. Supervisor Brenteson said the easement will be staked and paving will be done in the upcoming week or so.

Overlays

According to Supervisor Brenteson, paving began today with one crew working on 224th Avenue between County Road 5 and County Road 75. Knife River hopes to be done with 2022 work by the end of the week.

Supervisor Updates

Supervisor Leslie informed everyone the walking trails were mown. Franny from Sherburne Soil and Water Conservation District has been working with Eagle Scout applicant, Liam, to get the pollinator garden planned. The site will be prepped mid to the end of June.

Supervisor Hedstrom let the Board know the Fire Department’s new brush rig was going through its final run-through and is scheduled to be picked up, on June 20th. Tender 2 will be brought out at that time to have some recall work performed on it.

Supervisor Brenteson told the board that CMRP group, was working to schedule another meeting with MNDOT, and Federal Highway Department to get a punchlist of items which need to be addressed in order to get a new bridge over the Mississippi River connecting Wright County and Sherburne County.

Treasurer’s Business

Treasurer Warneke reviewed the Treasurer’s Report and Financial Statements with the Board. The general fund balance equaled \$227,339.84 and road & bridge fund had \$732,866.80 in it. He expects the first 2022 property tax settlement will be sent soon. The town treasury ending balance (less escrows) as of 06/08/2022 was \$1,702,792.86. Escrows totaled \$462,780.01. Total town treasury \$2,165,572.87. *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, Brenteson, Hedstrom and Leslie. None opposed. Motion Prevailed.

Announcement

- ~ Big Lake Community Food Shelf distribution has been cancelled for the month of June. It is expected to resume in July.
- ~ HAM radio group will be camping at the park from June 24 – 26 (SpudFest weekend). The public is welcome to visit the group and learn about HAM radio operations.

Adjournment

Motion/Second to adjourn the Regular Meeting at 6:42 PM by: Leslie/Hedstrom. All Supervisors present approved. Motion Prevailed.

Respectfully Submitted,

Brenda Kimberly-Maas, Clerk

Accepted this 22nd day of June 2022, by the Town of Big Lake Board of Supervisors.

Bruce Aubol, Chair

Attest: _____
Brenda Kimberly-Maas, Town Clerk