



Regular Board Meeting
Wednesday June 22, 2022 6:00 PM

The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday June 22, 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 Brenteson, Supervisor Larry Alfords, Supervisor Norm Leslie, Supervisor Mark Hedstrom, Treasurer Kenneth Warneke, Clerk Brenda Kimberly-Maas, Deputy Clerk Jayme Cannon, Chief Seth Hansen – Big Lake Fire Department, County Commissioner Raeanne Danielowski, one guest, and Patriot newspaper reporter were in attendance.

Approval of Meeting Agenda

Motion/Second to accept the presented Agenda by: Leslie/Hedstrom. Approved by: Alfords, 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 06/08 /2022. B) Approve List of Claims & Payroll paid 06/08/2022 – 06/22/2022. 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

Department Update

Chief Hansen reported the fire department averaged one call for service, per day in the month of May – 30 total calls. The department responded nine (9) calls in Big Lake Township, eleven (11) calls in the City of Big Lake, three (3) in Orrock Township. There were seven (7) calls where only officers were called to the scene. Five (5) in the City, one (1) in Big Lake Township, and one (1) in Orrock Township. Online and hands-on training consisted of pump and ladder operation. The new brush rig was picked up and is awaiting a radio and some miscellaneous items before it can be put into service. Tender #2 was driven to and back at the same time, for a recall and some minor warranty work. A Captain and Assistant Chief Hedstrom were chosen for the task. Chief Hansen expressed his gratitude to the Board for their support in the purchase of the new truck. Chief also reminded everyone that Spudfest begins on Friday with the traditional "Guns vs Hoses" softball game to kick-off the tournament. The department will have several trucks, in Saturday's parade and will also have waterball at the station, in the afternoon.

Regular Business

MATIT Consolidated Coverage Policy and Treasurer & Clerk Bond Renewal

Clerk Kimberly-Maas presented information on the renewal of the Town's Consolidated Insurance policy and bonds for the treasurer and clerk. She informed the Board the recent losses from hailstorms in May, will be covered for replacement cost. Board members discussed the valuations listed in the policy, noting the amounts may need to be adjusted. Treasurer Warneke informed the Board the last time the valuations were reviewed, MATIT sent someone out to help evaluate the valuations. He recommended MATIT be contacted to have someone come to the town and assist the executive committee in this process. The executive committee consists of Chair Aubol, Supervisor Leslie, Treasurer Warneke, and Clerk Kimberly-Maas. The clerk will contact MATIT to arrange a meeting with the group. The bond amount is currently \$200,000 per position and \$200,000 annual aggregate. Motion/Second to ratify the consolidated insurance coverage and treasurer & clerk bond amounts as presented, revisit replacement limits with MATIT representative, and make recommended adjustments as recommended by: Leslie/Hedstrom. Approved by: Alford's, Aubol, Brenteson, Hedstrom, and Leslie. Motion Prevailed.

Clerk Kimberly-Maas mentioned she had contacted several general contractors to obtain estimates to repair the hail damage. She asked if board members had any recommendations of contractors who would be able to supply estimates to replace the steel roof on the large storage shed, besides the company which erected the building, Structural Buildings. Supervisor Hedstrom recommended contacting the local lumber company, Big Lake Lumber. Brenda will contact the company.

Bailey Station Cemetery

Fence Repainting

Supervisor Leslie presented estimates from High Performance Coatings and Two Guys Painting and to have the wrought-iron fence sandblasted and repainted. He, Supervisor Aubol and the cemetery's actuary, Jacque Nadeau inspected the fence. During a cemetery committee meeting the group, along with Ken Warneke and Brenda Kimberly-Maas, reviewed the estimates and discussed the need to have the fence repainted. The fence is beginning to "bloom" and it was decided it was best to be proactive and take care of the fence. The fence will be sandblasted to make sure oxidation is removed. Two Guys Paining has a good reputation and will be using a paint suitable for the material and element exposure. Supervisor Hedstrom inquired if additional estimates could be gathered. Supervisor Alford's suggested the process of electro-static paint application would allow for the paint to adhere to all sides of the fence and into the welds, better than the traditional spray painting. He also mentioned using a chemical wash after sandblasting, to repel rust between the processes of sandblasting and painting. The committee will obtain at least one additional quote and meeting attendee, Eric Rosa, will speak with people he knows about portable electrostatic equipment or other methods of paint application to ensure thorough paint coverage. Their findings will be presented, at the next regular meeting.

Matter TABLED.

Additional Columbarium

The cemetery committee also discussed purchasing an additional columbarium, as there are only ten (10) unsold niches in the existing columbarium. An estimate had been obtained in February, for another 48-niche unit. However, the pricing was outdated. Updated pricing for the unit, construction of footings, delivery, and installation, which was \$36,011. The cost to have Coldspring construct the foundation is \$7,128. Delivery and installation costs are \$7,970. The committee will be researching options to provide construction of the footings, as well as delivery and installation of the unit, at a lower cost. The fabrication of the columbarium will take 16 – 20 weeks. The committee is working toward having the foundation constructed this year in preparation for the installation of the columbarium in 2023. Treasurer Warneke informed the Board an increase to the cemetery fund may be needed and will calculate how much of an increase to the 2023 levy will be recommended to the electorate, when the annual meeting reconvenes in September.

Motion/Second to purchase a new columbarium, install foundation, and have the columbarium set in place. Construction and installation not to exceed \$36,011 by: Hedstrom/Brenteson. Approved by: Alford, Aubol, Brenteson, Hedstrom, and Leslie. Motion prevailed.

Supervisor Updates

Supervisor Aubol updated the long-time park maintenance vendor had to step away from the position for personal reasons. Another vendor has been hired to complete the summer season. He attended a county zoning meeting and reported the Knife River mining operation near the St. Cloud airport was granted modification to their IUP to allow for open mining on 26 acres of land instead of the original 20 acres of land. This should allow for the mining operations to be completed sooner. Local residents desire to have the land mined out and support this change.

Roads

2022 Overlays

Supervisor Brenteson reported the bituminous had been laid on all project roads. Shouldering materials and hydro-seeding will take place in some areas, in the near future. Wes Davis is calculating the quantities products used and hopes to have the totals soon.

180th Street Extension

The connection has been blacktopped. Shouldering and ditch shaping remains to be completed.

Review Ultra-thin Wear Course – 205th

The ultra-thin wear course (UTWC) product that was placed on 205th Ave, between County Road 43 and Liberty Elementary School, is holding up well. The road committee is considering applying the product on a stretch of 211th Ave., as well. UTWC consists of a thin leveling course comprised of a finer gravel and polymer material, which is overlaid with a thin layer of bituminous. This process is often used to prolong the life of a road in lieu of a normal overlay. It is a less expensive option to regular overlay and has shown to prolong the life of a road ten or more years. Commissioner Danielowski reminded the Board that 205th Ave is considered a “safe route to schools” and they may be able to get some State or Federal grant funds to assist with the maintenance of the road. The Board asked if it was possible to obtain

grant funds to extend the walking trail along the road. Raeann was unsure if it is eligible for grant funding and recommended, they contact county public works director, Andrew Witter for more information.

Treasurer’s Report

Treasurer Ken Warneke informed the board the town had received the first distribution of 2022 property tax collections. 70% of the settlement had been received. The town had made its 2022 Big Lake Industrial Park – East, special assessment payment to the city of Big Lake. All fund balances are in the expected range. He reported the general fund balance as \$286,922.81. It is well under budget. Recycle Day, town audit are open items. Road fund balance as \$1,276,912.86. Overlay invoices will be received once the work is completed, and quantities have been calculated. The road fund balance is where he expects it should be at this point of the year. The fire budget might be revised to account for the fire station’s roof replacement. The joint powers fire board will be reviewing their 2023 budget at the next Joint Powers meeting. Town treasury ending balance (less escrows) to date equals \$2,495,727.58. Escrow balance is \$457,553.36. Total amount in the treasury (including escrows) equals \$2,953,280.93. *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: Hedstrom/Brenteson. Approved by: Alfords, Aubol, Brenteson, Hedstrom, and Leslie. None opposed. Motion prevailed.

Announcements

- ~ Town offices closed on Independence Day – Monday July 4th
- ~ BLFD Joint Powers Board meeting on Tuesday July 5th at 5:00PM
- ~ Next Regular Board Meeting on Wednesday July 13th at 6:00PM.
- ~ HAM Radio group will be camping in the park Friday June 24 – Sunday June 26. Public is welcome to visit and learn about HAM radio operation.

Adjournment

Motion/Second to adjourn the Regular Meeting at 7:09 PM by: Leslie/Alfords. Approved by: Alfords, Aubol, Brenteson, Hedstrom, and Leslie. None opposed. Motion prevailed.

Respectfully Submitted,
Brenda Kimberly-Maas, Clerk

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

Bruce Aubol, Chair

Attest: _____
Brenda Kimberly-Maas, Town Clerk