



Regular Board Meeting
Wednesday August 24, 2022 6:00 PM

The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday August 24, 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 Alford, 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, residents Jeff and Janice Lovig, and Patriot newspaper reporter were in attendance.

Approval of Meeting Agenda

Motion/Second to accept the presented Agenda by: Leslie/Hedstrom. Approved by: Alford, 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 08/10/2022. B) Approve List of Claims & Payroll paid 08/11/2022 – 08/24/2022. Motion/Second to Approve Consent Agenda by: Brenteson/Alford. Approved by: Alford, Aubol, Brenteson, Hedstrom, and Leslie. None Opposed. Motion Prevailed.

Regular Business

License Agreement – Lot 4, Block 3 Meadowlands Third Addition (PID 10-524-0320)

Supervisor Brenteson reported he had made a site visit to 18687 224th Ave. NW and reviewed the site where Cris Hansen would like to construct a pole shed. The location of the shed will be within a drainage easement and therefore a license agreement will be required to allow for the construction. Supervisor Brenteson stated Cris will need to make sure the shed drainage is done to have the water flow away from the shed and existing house, other than that recommendation, he had no concerns of the Town entering into a license/encroachment agreement with Cris. Prior to the meeting, the Town's attorney, Peter Tiede reviewed the license agreement drafted by the clerk. The presented agreement was approved by him.

Motion/second approving issuance of license agreement for Lot 4, Block 3 Meadowlands Third Addition by: Hedstrom/Alford. Approved by: Alford, Aubol, Brenteson, Hedstrom, and Leslie. Motion Prevailed.

Side Setback Variance – Lot 35, Block 5 Sleepy Hollow South (PID 10-419-0570)

Supervisor Brenteson also visited 19298 180th Ave. NW to review the variance request made by Jeff and Janice Lovig. The Lovigs have made application to build a 3-season porch on their existing home. When the home was constructed in 1993 it was built one foot from the side lot line. Due to the side setback requirement of 10', a 9ft variance is needed. The 3-season porch will be constructed on the opposite side of the home and will not cause the structure to be any further into the setback. Supervisor Brenteson has no concerns with recommending approval of the 9' variance to the side setback.

Motion/second to recommend approval of a 9' variance in setback from the side property line by: Brenteson/Leslie. Approved by: Alford, Aubol, Brenteson, Hedstrom, and Leslie. Motion Prevailed

Storm Damage Roof Estimates

The park committee received and reviewed four bids to replace the damaged roofs and siding. Two of the estimates were significantly higher than the other two and were immediately removed from the pool. The committee ensured the scope of the project bids met the insurance claim adjustor's report, were for the same materials and specifications, that the companies hold Minnesota business licenses and have the required insurance coverage. The bid specs included labor to install siding on the garage near county road 5. Supervisor Leslie had saved some of the siding from the house that was on the lot, prior to demolition. It will be used to replace the hail damaged pieces. Bid amounts were: The Rondo's Construction, LLC \$146,200.00 and Riverland Exteriors Corporation \$109,717.00. The parks committee recommended the Board award contract to replace roofing, gutters, and install reserved siding, on the permanent structures in the park to Riverland Exteriors, Inc. The Town will be required to pay the \$2,500 deductible per structure or \$17,500 total. The goal is to get on the fall 2022 schedule. Note: the small storage sheds on located near the small ball field will not be reroofed nor will the ball field dugouts. The sheds belong to the local Scout groups. Coordination between staff and group leaders is occurring for the removal of the sheds.

Motion/Second to award contract to repair storm damaged township buildings located at 21960 County Road 5, Big Lake, MN 55309 to Riverland Exteriors, Inc. contract amount of \$109,717.00 by: Hedstrom/Brenteson. Approved by: Alford, Aubol, Brenteson, Hedstrom, and Leslie. Motion prevailed.

Supervisor Updates

Supervisor Aubol reported on the county planning & zoning advisory board meeting he attended. He noted there was no public attendance of the public hearing held on the matter of Tiller Corporation expanding their gravel mining operation on Hwy 169, north of Elk River. The existing 162 acre mine will be expanding by 150 acres northwardly, into Livonia township. Aubol reported the mine has a good reputation and may be the reason the public hearing was unattended. Baldwin Township had one matter on the docket for the Planning and Zoning meeting. It was to review a 32-lot plat within the township. This will be the final matter reviewed by Sherburne County Planning and Zoning before Baldwin takes their P&Z in house. They also discussed personal storage structures in Palmer Township. Mostly this is a need on lakeshore lots.

Supervisor Aubol stated he and the clerk signed the closing documents for the Knick Knack Knoll lot sale, earlier in the day. The mayor and clerk of the City of Big Lake have also

signed the paperwork and the purchaser will be signing and closing the purchase on the 30th or 31st of August.

Supervisor Brenteson reported the Big Lake Fire Station roof replacement is going well. It has been inspected during the process and he is pleased with the quality of work.

Supervisor Leslie informed all that Legacy Landscaping has been doing a fine job in the park and will be doing some additional projects this fall. Including working up the area around the “little ball field” and putting down seed from a more drought resistant plant. He informed all that the county is using goats and/or sheep as a buckthorn removal option in some of its parks, with success. He has instructed staff to reach out the company which has been contracted by the county for additional information on the process and estimates for the areas in need of attention at the park.

Supervisor Leslie and Supervisor Hedstrom reported the Big Lake Community Food Shelf’s produce distribution was well attended. They estimated over 400 residents attended and received fresh produce. The next produce distribution is scheduled for Monday September 19th from 3:30PM – 5:30PM at the Town’s Lions Park.

Roads

Supervisor Alfords reported the road committee met with Jeff Rhodes to discuss various maintenance projects that need to be completed. Including mowing, trimming & brushing of the rights-of-way. Jeff is looking at using a flail mower in some of the areas. The flail mower can remove brush and limbs that are up to 3-4” in diameter. The blade can be used horizontally and vertically so some of the trees could also be trimmed using this equipment. Boom trucks will be used this winter to handle the larger branches and oaks which are not trimmed during the summer months.

Staff has received calls on the poor results of the vegetation restoration. Germination of the seeds was spotty due to the lack of rain received after it was laid. The committee and engineer are working to identify the areas in need of re-seeding. Existing soil will be prepped, prior to the reseeding.

Road striping, sign replacement and other “odds & ends” jobs are being completed. Supervisor Leslie inquired on having the north parking lot re-striped since the parking spot lines are fading in that area. The road and parks committees will meet to discuss maintenance of the park’s parking lot and sidewalks.

Treasurer’s Report

Treasurer Ken Warneke informed the board the all fund are about where they should be and we will receive our next settlement sometime in November. He reported the general fund receipts are in line with disbursements and the park fund is well under budget. General fund balance as \$251,473.28. Mowing and brushing are well over-budget as we are catching up from last season. Ice and snow removal should not be an issue. We came in underbudget on overlays since the Board authorized using ARPA funds for a portion of payment. The sealcoat and other wear course projects will bring the balance up to the budgeted amount. The Town also received a bit more in “gas tax” than anticipated. The road fund balance is where he expects it should be at this point of the year. Road fund balance as \$ 847,674.97. Town

treasury ending balance (less escrows) to date equals \$2,327,915.86. Escrow balance is \$434,876.66. Total amount in the treasury (including escrows) equals \$2,762,536.97. *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: Alfords, Aubol, Brenteson, Hedstrom, and Leslie. None opposed. Motion prevailed.

Announcements

~ Problem materials recycling event will held on Saturday September 10th from 9AM – 1PM at VONCO II in Becker (15301-140th St. SE)
~ 2022 Annual Meeting will reconvene at 6PM on Wednesday September 14th at the town hall.
~ Next Regular Board Meeting will commence immediately after the Annual Meeting adjourns on the 14th of September.

Adjournment

Motion/Second to adjourn the Regular Meeting at 6:43 PM by: Leslie/Hedstrom. Approved by: Alfords, Aubol, Brenteson, Hedstrom, and Leslie. None opposed. Motion prevailed.

Respectfully Submitted,

Brenda Kimberly-Maas, Clerk

Accepted this 14th day of September 2022, by the Town of Big Lake Board of Supervisors.

Bruce Aubol, Chair

Attest: _____
Brenda Kimberly-Maas, Town Clerk