



Regular Board Meeting
Wednesday January 25, 2023 6:00 PM

The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday January 25, 2023 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 Cannon, Big Lake Fire Chief, Seth Hansen, news reporter and one guest was in attendance. Supervisor Larry Alfords 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 01/11/2023. B) Approve presented claims & payroll paid 01/12/2023 – 01/24/2023. C) Ratify Recycle Day SCORE Grant Application in the amount of \$17,176. D) Acknowledge BLFD Fleet Maintenance Agreement with City of Big Lake; Fire Coverage Contract between BLFD & Orrock Township; Amended 2023 BLFD Budget – actual Orrock contributions reflected. E) Authorize submittal of 2023 Pay Equity Report by January 31, 2023. F) Authorize Corporate RES 2023-06 - First Bank of Elk River depository; RES 2023-07 Corporate Resolution - Sherburne State Bank depository; RES 2023-08 Corporate Resolution - US Bank depository. 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

Chief Hansen reported in December 2022, the department responded to 28 calls and 357 total in 2022. Some analysis of the timing calls for service in 2022 was done. The department saw the majority of their calls between the hours of 6AM and 7PM. The hours between midnight and 6AM totaled 38 the remaining 78 calls were made between the hours of 7PM and midnight. When breaking the calls down by category, the department responded to 35 fires; 79 rescues (water, vehicle, medical & medical assists); 35 hazardous conditions (gas leak, electrical hazard, downed/exposed power lines, building collapses); 53 good intent calls where the department was dispatched and cancelled enroute; 99 service calls (carbon monoxide w/out illness, unauthorized burning, lift assists, police assist); and 55 false alarms (carbon monoxide, smoke detectors, fires extinguished by suppression system). December training was cold water rescue. Eric Rosa and the BLFD Relief Association coordinated the

Santa parade which was held on the 18th of December. Due to the cold weather, most people enjoyed the parade by watching from their homes. Several non-perishable foods were left on the route and were gathered and brought to the Big Lake Area Food Shelf. The department saw two retirements recently. Member Mike Bondhus retired after serving the community for 32 years. Captain Charles Stern retired after serving for 13 years. Thank you to both gentlemen for your dedication to the community. Member Doug Novak was appointed to the vacant captain position. Just prior to the board meeting, Chief Hansen and Assistant Chief Hedstrom were presented a \$2500 donation check by Lupulin Brewing. This donation was from the Pours for a Purpose campaign done in October, which highlighted the “Hose Monster” brew.

Open Forum

NONE

Regular Business

County Road 43 Temporary and Permanent Easement Acquisition – 10-120-2403

Supervisor Brenteson informed the Board that Sherburne County would like to acquire a Sherburne County is requesting permanent acquisition of 17’ and temporary acquisition of 9’ of land on the west side of the fire station property located at 20243 CR 43 NW and PID 10-120-2403. The easements are needed to accomplish the County’s 2023 planned construction on CR43. Note: the turn lane for 203rd Ave. will not be extended to the south nor is CR 43 is being widened. Both the Town and City need to approve the acquisition. This item was scheduled for consideration and recommendation to both owners – the Town and City, at the January 3, 2023 BLFD JPB meeting However, the JPB meeting was cancelled due to inclement weather. The City of Big Lake reviewed and accepted the easement agreements at their January 11, 2023 Regular meeting.

The County is offering \$4,869.00 for the conveyance of the easement. If approved by both local governing bodies, the County will execute and record the easement agreements at no cost to the City or Town.

Motion/Second Adopting Resolution 2023-09 RESOLUTION GRANTING TEMPORARY AND PERMANENT EASEMENTS AND ACCEPTING COMPENSATION FOR PID 10-120-2403 FROM SHERBURNE COUNTY by: Brenteson/Leslie. Approved by: Aubol, Brenteson, Hedstrom, and Leslie. None Abstained. None Opposed. Motion Prevailed.

Gullickson Addition Simple Plat – Preliminary & Final Review

Gullickson Addition was brought to the Board again for comment. The Board had seen and given recommendation for approval for both the preliminary and final plat at their June 9, 2021 meeting. Unfortunately, Mr. Gullickson hadn’t gotten the plat recorded within the required timeframe and had to reapply for the plat. Additional requirements made by County Public Works on this application, had been met by Mr. Gullickson.

Board members requested comments recommending approval of Gullickson Addition, be made to Sherburne County Planning & Zoning. Clerk will make those comments and send them to county planning and zoning.

Roads

Supervisor Brenteson informed the Board the Road Committee is working with Wes Davis to define the overlay areas and is getting close to being able to put the work out for bids. The committee is planning on adding mailbox post replacement to the 2023 road overlay projects. The removal of stationary post and replacement of with swing-away posts will be added to the projects. Clerk Kimberly-Maas noted the affected residents must be notified of the

mailbox replacement at least 60 days prior to the removal/replacement work. Per Peter Tiede, the statutory requirement is the notification be either by personal service or certified mail and contains certain specific requirements. Her recommendation is to send the letters via certified mail – which will be an additional cost.

Supervisor Updates

Supervisor Leslie had a conversation with Zach Guttormson – Planning & Zoning Assistant Administrator about improving the river trail within the Township's Lions Park. Zach told Norm that the trail is on the flood plain which poses concerns. Zach will do some further research and investigation, as well as contacting the DNR for their input.

Chair Aubol attended the Planning and Zoning Board of Adjustment where the two business items were Big Lake Township matters. The combination of Taylor Schroer's two parcels into Schroer Estates and two variances for Cardinal Properties. All items were approved by the Board.

Supervisor Brenteson mentioned the Annual Joint Local Governing Agency Meeting held at the City of Big Lake. He noted the meeting was well attended and the presentations made by all the attending bodies, were informative. He thanked staff for their assistance with the Town's presentation. He noted the County informed all in attendance that there will NOT need to be an exchange of Hwy 25 and CSAH 11 between the State and the County. Rather the State will rename the current HWY 25 to Business HWY 25 and CSAH11 will become HWY 25. An overpass of the train tracks is planned at the interchange on HWY10 and the current CSAH11, to accommodate the increased traffic.

2022 Proposed Budget

Treasurer Ken Warneke informed the Board the Executive/Finance Committee – Chair Aubol, Clerk Kimberly-Maas, and himself, met Monday of this week to discuss the 2023 budget. That budget was presented to the Board for consideration. Ken walked the Board through the recommended 2023 budget. Ken pointed out that he is planning on using \$70,000 in ARPA funds for the repaving of the fire station parking lot, \$200,000 toward road projects and also has \$70,000 earmarked for the approved hall updates. He noted even an approved budget can be modified throughout the year.

Motion/Second to adopt the 2023 Budget as presented by: Aubol/Hedstrom. Approved by: Aubol, Brenteson, Hedstrom, and Leslie. None Opposed. Motion Prevailed.

A copy of the 2023 Budget will be retained as part of the official meeting minutes available in the Clerk's Office.

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 January 25, 2023 was \$2,549,384.25 *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.

Announcement

~ New Town Hall Business Hours as approved at Reorganizational Meeting are 9AM – 4PM.
~ Town Hall will be closed on Monday 01/30/2023 and Tuesday 01/31/2023 for construction.

Clerks will work off site.

~Minnesota Association of Township's (MAT) DISTRICT 7 SPECIAL ELECTION on Tuesday 01/31/2023 at Corrina Town Hall – Wright County. Doors open at 7:00PM, voting at 8:00PM.

~Sherburne County Association of Townships (SCAT) Meeting on Wednesday 02/01/2023 at Sherburne History Center. Dinner at 6:00PM meeting commences at 7:00PM.

~Next Town Board meeting on Wednesday February 8, 2023 commencing at 6:00PM.

Adjournment

Motion/Second to adjourn the Regular Meeting at 6:53 PM by: Leslie/Hedstrom. All Supervisors present approved. Motion Prevailed.

Respectfully Submitted,

Brenda Kimberly-Maas, Clerk

Accepted this 8th day of February 2023, by the Town of Big Lake Board of Supervisors.

Bruce Aubol, Chair

Attest: _____
Brenda Kimberly-Maas, Town Clerk