



Regular Board Meeting
Wednesday March 08, 2023 6:00 PM

The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday March 08, 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, Sherburne County Patrol Sergeant Geoff Dowty two audience members, and news reporter were 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; Rescheduled Regular meeting of 02/22/2023 held on 03/01/2023. B) Approve List of Claims & Payroll presented. Motion/Second to Approve consent agenda as presented by: Hedstrom/Brenteson. Approved by: Aubol, Brenteson, Hedstrom, and Leslie. None Opposed. Motion Prevailed.

Sheriff's Report

Sherburne County Patrol Sergeant Geoff Dowty reported to the board 239 calls of service, for the month of January. Fifty-two traffic stops, including three school bus stop arm violations were reported. The department continues run extra patrols and perform security checks. Full report is included as part of the minutes.

Open Forum NONE

Regular Business No regular business.

Supervisor Updates No updates.

Roads

Sealed Bids for 2023 overlay projects were opened on Tuesday February 28, 2023 at 10:00AM at the town hall. Bids were received from Omann Contracting Companies, Inc., Duinick, Inc., OMG Midwest/Minnesota Paving & Materials, North Valley, Inc., Rum River Contracting Company, Park Construction Company, Asphalt Surface Technologies Corporation (ASTECH Corp.), and Knife River Corporation – North Central. Wes Davis - town engineer, opened the bids and found all bid bonds present with the submitted bids. Bids ranged from

\$888,561.45 to \$653,865.35. All bids were verified by Wes Davis with the apparent low bidder being Knife River Corporation – North Central, with their bid of \$653,865.35. Road Committee, staff and town engineer recommended the Board accept the submitted bids and award the 2023 overlay project to the low bidder, Knife River Corporation – North Central. Roads in the subdivisions of Pine Meadows, Pine Grove, Roslyn Addition, Swanson Woods, Buckshot Hollow, Meadowbrook Addition, and a segment of 226th Ave. in Oakwood Hills were included in the bid package. Additional overlay areas may be added as change orders, per recommendation by the road committee.

Motion/Second to accept the presented bids and award contract to Knife River Corporation – North Central in the amount of \$653,865.35 by: Brenteson/Leslie. Approved by: Aubol, Brenteson, Hedstrom, and Leslie. Motion Prevailed.

Road weight restrictions will go into effect on Friday March 10, 2023. Ultra-thin bituminous wear course bids will be opened on Monday March 13, 2023 at 10AM at the town hall. On 205th Ave at 166th St, the road is breaking up. The road committee is watching the area and may utilize infrared patching to correct the issue when weather permits. They are also watching roads for potholes and other damage. The town's plowing vendors have been pushing snowbanks back, but the areas for snow storage are pretty full. Ken Warneke presented the history of snow removal costs to the board. Reviewing the 13-year average, the costs were in line with the budgeted amount. However, the 2022 costs were \$54,000 over the budgeted amount. The 2023 snow removal budget was increased \$80,000 over the 2022 budget, to \$320,000.

Treasurer's Report

Treasurer Warneke reviewed the Treasurer's Report and Financial Statements with the Board. He noted the town spent \$294,102 for snow & ice control in 2022. \$54,102 more than the budgeted amount. This was due to the frequent and quality of snow & ice events. The town received its highway usage (gas tax) allotment of \$59,491.72, which is 37% lower than 2022. The road and bridge fund is running a bit lean at this point. All other funds where he expects them to be, at this point of the year. The town treasury ending balance (less escrows) as of March 07, 2023 equaled \$2,274,563.09. Including escrows, the total town treasury was \$2,792,530.62. *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: Aubol, Brenteson, Hedstrom and Leslie. None opposed. Motion Prevailed.

Treasurer Warneke informed the board that the Joint Fire Board authorized the reduction of the department's operating fund by \$120,000 (budgeted surplus), with the town and city each receiving \$60,000. Those dollars will be placed into the town's fire capital fund. He is recommending the Board also authorize \$200,000 in ARPA funds to be committed to fire capital purchases to avoid a radical increase to the fire capital levy. As part of the discussion Supervisor Hedstrom asked about the deadlines for ARPA funds. Treasurer Warneke stated the funds need to be dedicated by 2024 and spent by 2026. Clerk Kimberly-Maas also asked the board to clarify their position on purchasing a water tender and grass rig. Chair Aubol stated that the water tender and grass rig are fire capital expenditures, whose purchase would need approval from both the city and town, per the joint powers agreement. He added that the town has no intention of purchasing either of those trucks on its own. Ken noted the 2023

budget will need to be amended to reflect the increase expenditure budget of the ARPA fund to \$540,000.

Motion/Second to amend the 2023 budget to reflect the commitment of \$200,000 ARPA funds to fire capital expenditures. The total ARPA expenditure budget will be \$540,000 by: Aubol/Brenteson. Approved by: Aubol, Brenteson, Hedstrom, and Leslie. Motion Prevailed.

Treasurer Warneke presented the recommended 2024 levy to the board. He stated that during the Annual Town meeting he will recommend the electorate tentatively adopt the budget, recess the meeting and reconvene in September. That way if the legislature takes action to appropriate funds to townships for roads or any other significant changes brought forth, the levy can be adjusted.

The preliminary recommended 2024 levy amounts are \$237,000 (9%) lower from 2023 and should result in a tax rate of 17.02%:

General Fund:	\$337,000	Road & Bridge Fund:	\$1,294,000
Big Lake Fire Fund:	\$258,000	Fire Dist. #1 Fund	\$77,000
Fire Building/Equip. Fund:	\$287,000	Cemetery Fund:	\$4,000
IP Bond:	\$42,000	Capital Expenditure:	\$50,000
Econ. Dev./Industrial Park:	\$44,000		
		Totaling:	\$2,393,000

Motion/Second to approve the recommended 2024 levy amounts and have Treasurer Warneke present it to the electorate at the towns annual meeting by: Hedstrom/Brenteson. Approved by: Aubol, Brenteson, Hedstrom, and Leslie. Motion Prevailed.

Announcement

- ~ Big Lake Lion's Fish Fry postponed until Friday March 31st. Food will be served from 4:30PM – 7PM at the town community center.
- ~ Annual Town Meeting will be held on Tuesday March 14, 2023, commencing at 6PM, at the Town Hall.
- ~ Next regular board meeting on Wednesday March 22, 2023 commencing at 6PM, at the town hall.

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 March 2023, by the Town of Big Lake Board of Supervisors.

Bruce Aubol, Chair

Attest: _____
Brenda Kimberly-Maas, Town Clerk