



Regular Board Meeting
Wednesday May 10, 2023 6:00 PM

The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday May 10, 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 Larry Alfords, Supervisor Mark Hedstrom, Treasurer Kenneth Warneke, Clerk Brenda Kimberly-Maas, Deputy Clerk Jayme Cannon, County Commissioner Raeanne Danielowski, Sergeant Austin Turner, James and Mary Hallia, two guests, and news reporter were in attendance.

Approval of Meeting Agenda

Motion/Second to accept the presented Agenda by: Hedstrom/Alfords. Approved by: Alfords, Aubol, Brenteson, and Hedstrom. Motion Prevailed. The meeting proceeded in accordance with the amended Agenda.

Approval of Consent Agenda

The Consent Agenda consists of: A) Approval of Minutes Workshop meeting on 04/25/2023 and Regular meeting of 04/26/2023. B) Approve List of Claims & Payroll presented. Motion/Second to Approve the presented consent agenda by: Alfords/Brenteson. Approved by: Alfords, Aubol, Brenteson, and Hedstrom. None Opposed. Motion Prevailed.

Sherburne County Sheriff's monthly

Sergeant Austin Turner reported in April 2023, the department had 232 calls in the township. The department conducted many security checks, made several traffic stops, and responded to medical response calls. He also informed the board and audience the department was receiving calls from residents who reported seeing one of the suspects in the Briggs Lake General Store robbery, in the area. The department is aware that one of the suspects is living in the area and are keeping tabs on him. Clerk Kimberly-Maas told Sergeant Turner that Scout troop 93 was planning an overnight campout in the park the weekend of May 13-14 and there would be cars parked in the lot during that time. She also informed him that the HAM radio group will be camping in the multi-purpose field the last weekend in June – Friday the 23rd and breaking camp on Sunday June 25th.

Open Forum NONE

Regular Business

Gambling License Request - BLFDRA

Clerk Kimberly-Maas presented a gambling license application made by the Big Lake Fire Department Relief Association, for them to be able to hold raffle drawings during the 2023

Fire Station Open House, in October. Because the fire station is within the township, the town board must authorize the license. The board had no concerns with authorizing the gambling license, for the BLFDRA.

Motion/second to approve a gambling license for the Big Lake Fire Department Relief Association by: Brenteson/Alfords. Approved by: Alfords, Aubol, Brenteson, and Hedstrom. None Opposed. Motion Prevailed.

Overnight camping request – HAM radio club

A local HAM radio club has asked permission to camp overnight in the multi-purpose field. The club will set up on Friday June 23, 2023 and will break camp on Sunday June 25th. The club has an open invitation to the public to visit the group and learn about HAM radio operation, during the weekend.

Motion/Second permitting the HAM radio club to camp overnight the weekend of June 23-25, 2023 by: Hedstrom/Brenteson. Approved by: Alfords, Aubol, Brenteson, and Hedstrom. None Abstained. None Opposed. Motion Prevailed.

Staff will inform Sherburne County Sheriff's Department of the camp out and the vehicles parked, on the grounds overnight.

Request to amend County Zoning Ordinance Sec. 16.2, Subd 5.21

In 2018, Sherburne County Planning and Zoning asked the townships that have adopted the county zoning ordinances, for input on areas they would like to prohibit future solar farms. The Big Lake board set several sections aside to protect current and future infrastructure and land use. The proposed amended ordinance was adopted by the County Board of commissioners in 2019. The Hallilas were approached in 2021 to have solar installed on seven acres (7ac.) of their property (PID#10-325-3200) which is in section 25 - one of the sections where solar is prohibited. According to their application, the Hallilas are petitioning to have the ordinance amended to allow for solar in section 25 which would allow for solar on their parcel, as well as all other parcels in the section. The Board did not wish to remove the whole section from the language and suggested a meeting between the Hallilas, two board members, and Marc Schneider to discuss how solar could be allowed on the Hallila's property only, through ordinance language modification.

Item TABLED until a meeting between the county zoning staff, two township officers, and James & Mary Hallila takes place.

Board vacancy of seat #5

Chair Aubol informed the Board that Laura Hayes was interested in filling the position of Supervisor seat #5. The seat, which has a remaining term of nineteen months, became vacant when the board accepted Supervisor Norm Leslie's resignation. Prior to moving out of the area in 2017, Laura had been employed for twenty years, in the roles of deputy clerk and clerk, and served as the secretary for the fire board. Laura has since moved back to the township and would like to serve the township residents as supervisor. Supervisor Hedstrom said that Nick Christenson, a town resident, and an officer with the Big Lake Fire Department, had also expressed an interest in filling the vacancy. Supervisor Hedstrom asked how vacancies are normally filled. Clerk Kimberly-Maas said she has been involved with the appointment to board vacancies in both Orrock and Big Lake townships. She noted there is no specific method that needs to be used in the appointment to a board vacancy. Often, an interested resident was

personally known to one of the committee members and the recommendation resulted in an appointment. A couple of times, the appointment committee sought candidates through advertisement and held interviews before making an appointment. Supervisor Alfords said he felt that Laura's is the best candidate because of her wealth of township knowledge and involvement in committees and the Big Lake Fire Board, when she worked for the township.

Motion/Second to appoint Laura Hayes to the position of Supervisor Seat #5 a nineteen-month appointment to fulfill the term by: Alfords/Hedstrom. Approved by: Alfords, Aubol, Brenteson, and Hedstrom. None Abstained. None Opposed. Motion Prevailed.

Roads

The Road Committee toured the roads on May 3 – 4. During the tour the group noticed several potholes, damaged shoulders, newly formed cracks, and areas where the road was "peeling" up. The group noticed the ultra-thin wear course on 205th Ave. between CR 43 and Liberty, has some wider cracks. Supervisor Brenteson has been told by Lance Benboom – ASTECH, and Wes Davis – town engineer, that as the weather warms the crack will reseal. The road committee has some other roads where they are hoping to use the process and product, so they are closely monitoring the section of road. The road committee will be meeting to re-evaluate the summer projects, due to the amount of road maintenance needed.

The roads were also evaluated for spring sweeping. A map was generated, and two quotes were received to perform the work. On Call, who has swept the roads the past couple of years, submitted a quote with a not to exceed of \$18,000 without approval. Their schedule is quite full until mid-June. Omann Brothers submitted a quote with hourly rates comparable to On Call rates and a not to exceed of \$26,000. Omann Brothers schedule has earlier availability to sweep our roads. Water will be provided by the city of Big Lake, who will place a meter on a hydrant. The city will bill the township directly for the water use. Supervisor Brenteson spoke with Orrin Albertson, Omann Brothers, who said they will be billing based on the hourly rate. Supervisor Brenteson felt the actual invoice will be less than the estimated, not to exceed amount of \$26,000. Supervisor Brenteson is also going to reach out to Vonco to see if the township can get a better rate to dump the sweepings, which are considered waste. The road committee will determine in the next couple of days which vendor to hire.

Supervisor Updates

Supervisor Hedstrom attended the Community Education/ECFE meeting. The childcare program is "booming" and there is no room for more children. Registered clients have been placed on a "waiting list" to find out which class to which they have been assigned. Unfortunately, the terminology has been interpreted by some to think the class is full and have removed themselves from the program. The staff is working on using another term to let people know they are enrolled and waiting to be assigned to a teacher. Community education, summer kick-off will be held on the middle school grounds, ECFE in the park, and the farmer's market are on Wednesday June 7th.

Chair Aubol told the board that prior to his retirement, Norm Leslie and Bruce met with three Eagle Scout candidates to review and discuss projects they would like to place in the township's park. One of the projects is an open lean-to shelter to be erected in the dog park. Chair Aubol had met that candidate on Tuesday (05/09/2023) and signed off on the project so it can be presented to the Eagle Scout council.

Chair Aubol said that he presumed that the committee assignments held by Norm Leslie when he served as supervisor seat #5, traveled with the position. He asked if Laura and

the board were comfortable with having Laura assume the committee assignments previously held by Norm. Laura was comfortable with those assignments, as were the rest of the board members.

Motion/second to appoint Supervisor Hayes to the same committees as were previously assigned Norm Leslie – supervisor seat #5 by: Hedstrom/Brenteson. Approved by: Alfords, Aubol, Brenteson, and Hedstrom. None opposed. Hayes abstained. Motion prevailed.

Supervisor Brenteson attended the CMRP meeting where a presentation about the benefits and drawbacks to changing the group to a non-profit organization. By becoming a non-profit, the group could have private businesses and industries as members, there would be other opportunities to generate funds, and additional resources for lobbying would be available. Dean said he thinks the group is leaning toward changing the status to non-profit. He also noted the group signed a contract for writing a Pell report for the purpose and means for a bridge crossing.

Supervisor Alfords told the board he and Supervisor Brenteson met with County Engineer, Andrew Witter to discuss the township's cost share responsibility for the County Road 43 project. The reason that the town will have to pay a portion of the cost is because the project is considered an "urbanized" project, due to the curb, gutters, and roundabout. The project will be done in two phases to accommodate the school year and because the plans needed to be reviewed by state and federal agencies, due to the grants which were received to help with the cost of the project. In 2023, new sewer & water will be installed for the city's infrastructure, sidewalks will be installed, and the road will be paved from US HWY 10 to 205th Ave. and from 205th Ave. to the Elk River bridge. The roundabout will be constructed in 2024. A new agreement will be written to have the township pay \$65,000 in 2024 and the remaining \$65,000 in 2025. This is because the work will be done in two phases.

Treasurer's Report

Treasurer Warneke reviewed the Treasurer's Report and Financial Statements with the Board. He stated the board may want to consider using ARPA funds to make up for the overblown snow budget. Chair Aubol mentioned that decisions on where the board wants to obligate the rest of the ARPA money should be made prior to the reconvention of the Annual Meeting in September, to ensure the proper levy recommendation. Ken noted the general fund has a comfortable balance. He pointed out the recording and reporting balance in the road fund was over-budget due to the higher cost to advertise the 2023 road construction projects. The town treasury ending balance (less escrows) as of May 09, 2023, of \$1,999,555.37. Including escrows, the total town treasury was \$2,519,881.19. *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: Alfords/Brenteson. Approved by: Alfords, Aubol, Brenteson, Hayes, and Hedstrom. None opposed. Motion Prevailed.

Announcement

- ~ Big Lake Area Food Shelf produce distribution on Monday May 15, 2023, from 3:30PM – 5:30PM from the town hall community center garage area. All are welcome and no income limits.
- ~ Recycle Event on Saturday May 20, 2023, at the township's maintenance building. Gates are open from 8AM – 1PM.
- ~ Next regular board meeting on Wednesday May 24, 2023, commencing at 6PM, at the

town hall.

Chair Aubol stated the retirement of Supervisor Leslie had surprised the board and they were fortunate to have Laura step into his position. He and treasurer Warneke had a conversation about Ken's plans for retiring and how the board might prepare for the time when he does so. Chair Aubol asked if the board should consider the creation of a deputy treasurer position where Ken would be able to have the latitude to find and be involved in the hiring of this person, as well as training them in the duties of treasurer. Ken stated he has been the treasurer for 48 years and his age and health are telling him it may be time to get him a helper. He said that he doesn't have a lot of connections and would appreciate any help in locating a qualified person. There was discussion on if the position would be better called an office assistant, since the deputy treasurer reports directly to the treasurer and if the treasurer leaves the deputy goes with them. Clerk Maas reminded the board that the treasurer can recommend the appointment of the deputy to the treasurer position, as was done by Laura Hayes when she resigned the clerk position and recommended Brenda be appointed as town clerk. The board can also directly appoint the person if they so choose.

Motion/Second to create the position of Deputy Treasurer by: Hayes/Hedstrom.
Approved by: Alfords, Aubol, Brenteson, Hayes, and Hedstrom. None opposed. Motion Prevailed.

Adjournment

Motion/Second to adjourn the Regular Meeting at 7:11 PM by: Leslie/Alfords. All Supervisors present approved. Motion Prevailed.

Respectfully Submitted,

Brenda Kimberly-Maas, Clerk

Accepted this 24th day of May 2023, by the Town of Big Lake Board of Supervisors.

Bruce Aubol, Chair

Attest: _____
Brenda Kimberly-Maas, Town Clerk