



Regular Board Meeting
Wednesday July 12, 2023 6:00 PM

The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday July 12, 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 Alford, Supervisor Laura Hayes, Supervisor Mark Hedstrom, Treasurer Kenneth Warneke, Clerk Brenda Kimberly-Maas, Deputy Clerk Jayme Cannon, Becky Guthrie, Sergeant Austin Turner, County Commissioner Raeanne Danielowski, Josh Fitzsimons – Interim Use Permit applicant, and news reporter were in attendance.

Approval of Meeting Agenda

Motion/Second to accept the presented Agenda by: Hedstrom/Brenteson. Approved by: Alford, Aubol, Brenteson, Hayes, 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 Regular meeting of 06/28/2023. B) Approve List of Claims & Payroll presented. Motion/Second to Approve consent agenda by: Hayes/Brenteson. Approved by: Alford, Aubol, Brenteson, Hayes, and Hedstrom. None Opposed. Motion Prevailed.

Sherburne County Sheriff's monthly

Sergeant Austin Turner reported in June 2023, the department had 306 calls in the township. Sergeant Turner noted a trend with thefts from both residential and business around HWY 10, CSAH 15, and 172nd Ave. NW and patrolling of the area has increased. Security checks are sometimes requested by residents and business owners. However, the department has taken the initiative to run extra patrols and security checks, due to the trend noticed. Sgt. Turner will be attending a meeting in Orrock township where they will discuss speed limit signage and enforcement and will keep this town board informed on the subject.

Registered Land Survey – Revised Plat of Eagle Lake Park

Lex and Sarah Traut Anderson have been working with Sherburne County Planning & Zoning to have their parcels (5) combined so that they will end up with two (3) lots (Tract A & Tract B & Tract C). The properties are Torrens parcels, therefore, a RLS is required to adjust lot lines. No new lots are being created. The County Surveyor has reviewed the preliminary and final RLS. Sherburne County Board of Commissioners approved the RLS at their meeting on March 22, 2022. The final RLS is ready for Town Board signatures but requires Town Board action before they can be signed.

Motion/Second to approve the Anderson's RLS by: Aubol/Hedstrom. Approved by: Alfords, Aubol, Brenteson, Hayes, and Hedstrom. None opposed. None abstained. Motion Prevailed.

Interim Use Permit (IUP) for a manufactured home (temporary)

Joshua and Jennifer Fitzsimons, 15000 212TH Av NW, Elk River, MN – PID# 10-113-2220, submitted a request for an Interim Use Permit (IUP) for a Manufactured Home (temporary), on their 5.00-acre lot. The purpose of the request is to allow the couple to aid Bruce Lord, father to Jennifer, who suffers from disabling back pain. He requires single level living and assistance at times, per received doctor note. Per the ordinance, the manufactured home must be removed within 120 days of such time as it or the permanent residence ceases to be occupied by a parent. The Fitzsimons plan to connect the 2 bedroom, double-wide (2 -12' trailers) manufactured home to the existing well and septic system, contingent on inspection by a qualified septic company. Mr. and Mrs. Lord will be occupying the manufactured home.

Board members commended the Fitzsimons on their willingness to help Jennifer's parents and made recommendation to the County Planning & Zoning department, for approval of the IUP request, for a manufactured home (temporary).

Roads

Ultra-thin wear course bid and contract award

One sealed bid was received and opened for the re-bid of ultra-thin bituminous wear course work at 5:00pm. The single bid was from ASTECH in the amount of \$398,820.00. The bid bond was present.

Motion/Second to Approve the bid and award contract, in the amount of \$398,820.00, for the completion of 2023 ultra-thin wear course work to ASTECH by: Brenteson/Hayes. Approved by: Alfords, Aubol, Brenteson, Hayes, and Hedstrom. None Opposed. Motion Prevailed.

2023 Overlay construction update

Supervisor Brenteson told the board that Knife River will be starting to mill the roads on July 19, 2023. The Road Committee will be marking start and stop areas on the roads, the 18th of July. Dependent on weather, they should be done with the overlays and restoration of the shoulders, within a month. Due to the extreme dry conditions, seeding will take place later when there is a forecast for frequent precipitation. Which may be as late as this fall.

Supervisor Alfords informed the board that with the abundance of crack-filling to be done this season, TW Hauling has agreed to put a crew together to assist with the work. TW plans to run two routers to speed the process. Driveway Services will also be working on the crack-filling. They have begun mowing the ditches, as well.

Supervisor Updates

Supervisor Hedstrom attended the BLFD Joint Powers Board meeting, where it was decided to run a membership campaign. He also informed the board that the engine is slated for its final inspection on August 8, 2023. Delivery is anticipated shortly thereafter.

Supervisor Hayes and Supervisor Aubol attended a Public Hearing of the Planning Commission for the City of Big Lake on the 5th of July, where the topic was amending the City's comprehensive land use map, for a parcel located within the area covered by the Rail Park Orderly Annexation Agreement between the Town and City. The applicant, Chad Master, Master Family Investments, LLC, owns PID# 6565-026-2000 and was requesting the change

so he could construct and operate a maintenance facility for MTL Company's fleet of 900 semi-tractor trailers. The maintenance facility will also accommodate for 71 trailers to be parked outside. The building and parking area will occupy 14 of the 63.25 – acre parcel with the remaining land will be an out lot. The city anticipates future road through the area to be reserved as an out lot. Laura noted that township residents in the 196th Ave. area, are voicing their concerns about the situation, through social media and by contacting staff She said that the OAA is a durable document and the fact that the city has changed their zoning ordinance to allow for private well and septic on this and one other parcel in the OAA area, instead of requiring city water and sewer hook-up before it's development, is something that should be questioned by the board. Supervisor Alfords offered that the proposal doesn't fit with previous plans for the area, and he has real concerns about the 17-bay service building on this property. The Planning Commission was unable to move the matter to City Council since the motion died for lack of a second. The commission requested communicating between the two governing agencies occur and the request then return to the planning commission, for further consideration. The town has yet to be contacted by the city. Supervisor Hayes requested the clerk reach out to MAT legal department first, to see if they are willing to review the document and give feedback on this situation. If MAT is unable to give their opinion, then the town's lawyer should be contacted.

Motion/Second to have the Clerk reach out to MAT legal and town attorney as needed to review and discuss the Rail Park OAA, the city's zoning ordinance change and proposed comprehensive land use change by: Hayes/Aubol. Approved by: Alfords, Aubol, Brenteson, Hayes, and Hedstrom. None Opposed. Motion Prevailed.

Supervisor Aubol mentioned that clearing for the Mega Storage facility, which is between Lisi and Howmet, has begun. This parcel lies within the Big Lake Industrial Park OAA and the project was previously approved by the Town and City, during a joint powers meeting. The project will be done in two phases. Supervisor Aubol informed the Board that during the BLFD joint powers board meeting, Chief Hansen brought forth a suggestion to create a fire district within Sherburne County. He and Elk River Fire Chief Dickenson, as well as other fire chiefs in the area, have difficulty with daytime call response. Mostly due to the fact most of the paid on-call member's primary employment is during the day. The Cloquet area has created a fire district and are having good success with it. A fire district would be a standalone governing agency, able to levy its own taxes. The chiefs will continue to investigate the fire district option and further information will be brought to this board and other local governing bodies, as the research progresses.

Treasurer's Report

Treasurer Warneke presented the bank reconciliation and cash control statement for a quarterly review as part of the monthly treasurer's report and financial statements to the Board. The town received the second payment from the first tax collections. All funds are positive, and he has no concerns with balances. He noted the \$120,000 budgeted for sealcoating will be used for overlay projects – which the ultra-thins are considered overlays and reminded the Board they have obligated another \$200,000 from the ARPA money to overlays. At the end of 2023 there will be \$311,000 in the snow & Ice removal budget. But the town has spent \$457,000 to date, so it will continue to be overbudget until 2024. The town treasury ending balance (less escrows) as of July 12, 2023 equaled \$3,275,435.66. Including escrows, the total town treasury was \$3,802,906.88 *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/Alfords. Approved by: Alfords, Aubol, Brenteson, Hayes, and Hedstrom. None opposed. Motion Prevailed.

Announcement

- ~ Big Lake Area Food Shelf produce distribution will be on Monday July 17th from 3:30PM – 5:30PM in the community center's attached garage. All are welcome.
- ~ Public Hearing for the Vacation of Humboldt Ave on Wednesday July 26, 2023 at 6:00PM, at the town hall. With the regular board meeting to commence after the public hearing closes.

Adjournment

Motion/Second to adjourn the Regular Meeting at 6:47PM by: Hayes/Hedstrom. All Supervisors present approved. Motion Prevailed.

Respectfully Submitted,

Brenda Kimberly-Maas, Clerk

Accepted this 26th day of July 2023, by the Town of Big Lake Board of Supervisors.

Dean Brenteson, Vice-Chair

Attest: _____
Brenda Kimberly-Maas, Town Clerk