



Regular Board Meeting
Wednesday August 09, 2023 6:00 PM

The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday August 09, 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, Treasurer Assistant Becky Guthrie, Sergeant Austin Turner, resident Travis Pobuda, Town Engineer Wes Davis, Scout Cody Helriegel, Dan Berning – Meadow Estates North & South developer, Land Surveyor Sam Deleo of Kramer Leas DeLeo, P.C., news reporter, and three members of the public, 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 presented agenda.

Approval of Consent Agenda

The Consent Agenda consists of: A) Approval of Minutes Regular meeting of 07/26/2023. B) Approve List of Claims & Payroll presented. C) Resolution 2023-15 Quarterly Zoning Amendments. Motion/Second to Approve consent agenda by: Hayes/Alford. Approved by: Alford, Aubol, Brenteson, Hayes, and Hedstrom. None Opposed. Motion Prevailed.

Sherburne County Sheriff's monthly

Sergeant Austin Turner reported in July 2023, the department had 241 calls in the township. Sergeant Turner said the additional patrols continue as response to the trend of thefts from both residential and business around HWY 10, CSAH 15, and 172nd Ave. NW. He had no other significant items to report.

Open Forum

Resident Travis Pobuda, 19796 County Road 15 NW, Elk River, MN, 55330 was present to address the board. Travis thanked the board for attending the City's Planning Commission Public Hearing where the proposed change of zoning to parcel 65-026-2000 - address 19524 County Road 15, Elk River, and the subsequent project, was discussed. Township residents were able to state their concerns during the open forum portion of the meeting. Concerns of increased traffic on CSAH 15 and subsequent safety of the traveling public, noise and light pollution, location in the middle of residential area, current industrial lands available in the city made this to appear as "spot zoning" were brought to the planning commission. Members of

the City's Planning Commission stated that if the landowner was unable to get his project approved by the city; he could petition for detachment from the City, and propose his project as a township parcel. Were that to occur, the city would lose the tax revenues. The Planning Commission voted to recommend approval of the zoning change to the City Council. Travis said he learned that a meeting between town board members and city representatives had occurred ahead of the City's Planning Commission meeting on August 2nd and inquired if the results of that meeting could be brought to light. Chair Aubol told Travis that the town has no authority on the ordinances or zoning pertaining to the parcel. The parcel had been intended to be part of a rail park. But that project was abandoned. During the meeting with Mayor Knier and City Administrator Klimmek, Chair Aubol and Supervisor Hayes mentioned that past practice of the city was that development on city land required city services – roads, sewer, and water. If the city was unable to provide these services, the landowner was able to petition for detachment so they could develop their property. He and Supervisor Hayes made it known the changes made to the city ordinances to allow for private well and septic on the parcel, as well as the proposed zoning amendment is concerning to the town.

PRELIMINARY PLATS REVIEW – Meadow Estates North & Meadow Estates South

Town Engineer, Wes Davis, Dan Berning and Sam DeLeo were in attendance for the discussion and review of the Preliminary Plats of Meadow Estates North – current PID# 10-104-3400 and Meadow Estates South – current PID# 10-109-2100. The two developments are proposed to be located on the north and south ends of 174th St. NW near the Roslyn development. Wes Davis received the plans for the two plats, as well as the letter from County Planner, Mitch Glines. One of the concerns brought forth by the County was whether a westbound stub road should be constructed in Meadow Estates South to connect the plat to parcel PID# 10-109-2105 and possible future development to the west. Based on the plans, building this road would cause drainage issues and the Board does not feel the construction of a stub road is necessary or beneficial. The drainage plans show 0% grade on a stretch of road and the ditches would serve as the holding area for water. Though the water may sit for a while, the soils in the area will allow for percolation. Ziegler Custom Homes, Dan Berning's custom home building company, will be the only builder. They will use the same excavation company and will make sure the lots in question are properly graded and culverts are installed to allow for adequate drainage. County Planning & Zoning has required the development to be regarded as two plats. Dan will be developing both plats at the same time. He hopes to be moving dirt by the fall of 2023.

The Board recommended approval of Meadow Estates North and Meadow Estates South. They requested Wes Davis to supply a letter with his comments which will be sent to County Planning & Zoning with the Board's recommendation of approval.

Eagle Scout Project – shelter in large breed dog park area

Scout Cody Helriegel was present to present his Eagle Scout project proposal. Cody's project is to construct a simple lean-to style shelter in the large-breed, off-leash, dog park. Chair Aubol has been meeting with Cody to discuss the location for the shelter. To ensure mowing equipment can maneuver around the structure and to minimize congestion near the entrance gate; they determined the location of the structure will be along the north fence-line, near the watering hydrant. There are no irrigation lines in the area. It was recommended he put a call ticket in with Gopher One, to get any unknown utility lines marked, before he digs. Supervisor Hedstrom offered to help Cody by bringing over some snow-fencing to keep dogs

out of the area, during construction.

Cody inquired if the Board would be able to assist funding the project. He was hoping for 50% of the cost to be donated by the Town, or \$340.50. The projected cost is \$680.92.

Clerk Maas told the Board she and Cody had discussed the installation of a cement pad for the structure where the commemorative bench for Supervisor Leslie can be placed. All members of the Board felt this project was a nice addition to the park and recommended financial assistance from the town was appropriate. Motion/Second to donate \$400.00 to Cody Helriegel's Eagle Scout project – construction of a simple lean-to shelter in the large-breed, off-leash dog park by: Hayes/Alfords. Approved by: Alfords, Aubol, Brenteson, Hayes, and Hedstrom. None Opposed. Motion Prevailed.

Roads

Overlay Update

Wes Davis reported all project areas have had the bituminous laid. There had been some chipping occurred on some cement driveways and some mailboxes damaged during the milling process. Repairs have been made to the damaged areas. An infrared process was used to tie-in the asphalt with some of the cement driveways. To protect the fresh asphalt and ensure germination of seeds; shouldering and reseeding has been postponed for a couple of weeks.

Road Maintenance

Supervisor Alfords reported the first mowing is complete and at least one crew is working on crack-filling. TW Hauling, who is a new summer road maintenance vendor, has two routers working and one tar machine making quick work of the task.

County Road 43 Reconstruction

County Road 43 will be closed to through traffic from HWY 10 north to 203rd Ave. beginning Monday August 21, 2023. The schedule calls for that section of road to be fully reconstructed by the end of 2023. Construction on County Road 43 from 203rd Ave. to the Elk River Bridge, including the round-about, will be performed in 2024.

Supervisor Updates

Supervisor Hedstrom reported the Community Ed meetings will be resuming soon. The Fire Department is accepting applications for paid, on-call firefighters through August 31, 2023. Applications can be found using links on the township and city websites. Recruit training classes will begin in November. Engine 22 is getting close to completion.

Supervisor Hayes attended a Night to Unite event in the township. She enjoyed her 2-hour visit at the event, which had several in attendance.

Supervisor Aubol has been meeting with Cody and two other Scouts to discuss their Eagle Badge projects. The other two projects which he and Supervisor Leslie had approved for installation on park grounds, prior to Supervisor Leslie's retirement, are bluebird houses to be installed along the north property line and a "ga-ga ball pit" which will be constructed between the volleyball court and the baseball field on the northwest side of the park.

Supervisor Brenteson informed the Board he will be absent from the August 23rd meeting.

Supervisor Alfords stated there are some smaller overlay projects the road committee would like to schedule for this summer. The road committee will be working with Wes and the project manager, to get them and on the vendor's schedule.

Treasurer Business

BLFD 2024 Operations Budget

Treasurer Warneke presented the 2024 BLFD Operations budget to the Board. He informed them that the Capital Improvement budget will be reviewed at the next meeting. The fire department's operations budget is used for day-to-day operations. The BLFD Finance Committee reviewed the budget which calls for a \$15,000 or 3% overall increase in expenses. The personnel portion of the budget was increased to accommodate new Minnesota legislation which will become effective on January 1, 2024 – sick & safe leave, and January 1, 2025 – new paid family and medical aid act. A new Training Officer position was created by the Joint Powers Board which is included in the personnel budget. There is no increase planned for the pay-plan. The revenues were increased by 5.85%. The Town and City will contribute a total of \$218,078 each. Orrock Township's contract has their 2024 coverage cost as \$75,402. The BLFD Joint Powers board unanimously recommended the operations budget in front of the Town Board, be approved by each agency.

Motion/Second to Adopt the BLFD 2024 Operations Budget and approve the Town's obligation of \$219,018.00 by: Aubol/Brenteson. Approved by: Alfords, Aubol, Brenteson, Hayes, and Hedstrom. None Opposed. Motion Prevailed.

Treasurer's Report

Treasurer Warneke presented the cash balance statement and interim financial reports for the General, Road, Big Lake Fire, and ARPA funds. The Recycle Day SCORE grant funds were received, and the event stayed within budget. Ken noted MATIT increased the cost of the town's liability and property insurance, due to their rate increases and the valuation increase to the town's property. The 2024 budget will need to be adjusted for this increase. The 2024 budget and recommended levy amounts in the road budget will need to be increased, as well. Big Lake fire fund is on track. The town board has obligated ARPA funds for road construction, town hall improvements, and made donations to the County History Center and Options. The town treasury ending balance (less escrows) as of August 9, 2023 equaled \$3,254,932.88. Including escrows, the total town treasury was \$3,778,892.54 *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: Hayes/Alfords. Approved by: Alfords, Aubol, Brenteson, Hayes, and Hedstrom. None opposed. Motion Prevailed.

Announcement

- ~ Minnesota Association of Township's District 7 meeting & election will be held on Thursday August 10, 2023, at Anoka Ramsey Community College – Cambridge campus. Registration at 6:30PM
- ~ Big Lake Area Food Shelf produce distribution will be on Monday August 21st from 3:30PM – 5:30PM in the community center's attached garage. All are welcome.
- ~ Next Regular Town Board meeting on Wednesday August 23, 2023 commencing at 6:00Pm.
- ~ Sherburne County Collection Event on Saturday September 9, 2023 from 9:00AM – 1:00PM at Vonco II landfill in Becker. ONLY mattresses, cardboard & film plastic will be collected. MUST be a Sherburne County Resident to participate.

Adjournment

Motion/Second to adjourn the Regular Meeting at 7:00PM by: Hayes/Hedstrom. All Supervisors present approved. Motion Prevailed.

Respectfully Submitted,

Brenda Kimberly-Maas, Clerk

Accepted this 23rd day of August, 2023 by the Town of Big Lake Board of Supervisors.

Bruce Aubol, Chair

Attest: _____
Brenda Kimberly-Maas, Town Clerk