



Regular Board Meeting  
Wednesday February 14, 2024 6:00 pm

The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday February 14, 2024, 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. Supervisor Larry Alfords – via telecommunications, per MN Statute Stat. 13D.02, Supervisor Laura Hayes, Supervisor Mark Hedstrom, Treasurer Kenneth Warneke, Clerk Brenda Kimberly-Maas, Sargeant Derek Barrett - Sherburne County Sheriff's Department, and one guest were in attendance. Vice-Chair Dean Brenteson was absent. All voting was done by roll-call due to Supervisor Alfords' telecommunication attendance.

#### Approval of Meeting Agenda

Motion/Second to accept the presented agenda by: Hayes/Hedstrom. All Present Supervisors Approved. Approved by: Alfords, 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 01/24/2024. B) approve claims & payroll presented for payment on 02/14/2024, Motion/Second to Approve consent agenda by: Hedstrom/Alfords. Approved by: Alfords, Aubol, Hayes, and Hedstrom. None Opposed. Motion Prevailed.

#### Sherriff's Report

Sergeant Derek Barrett reported 266 calls in the township, for the month of January 2024. Sergeant Barret informed the board that there were two thefts in the township. One was a four-wheeler, which had its key left in the ignition, but was recovered. The other was an enclosed trailer which had its hitch lock cut off by the thief(ves). Sergeant Barrett reminded all to take keys out of vehicles and keep them locked. no serious calls occurred.

#### Open Forum

NONE

#### Regular Business

##### Adopt Resolution 2024-12 Appointing Election Judges for 2024 Presidential Nominating Primary Election

Clerk Maas presented the board with Resolution 2024-12, Appointing Election Judges for 2024 Presidential Nominating Primary Election. Per M.S. 204B.21, subd. 2., "Election judges for precincts in a municipality shall be appointed by the governing body of the municipality." The clerk, as the town's Election Administrator, recommends election judges to be appointed for the upcoming election and then the town board makes the appointments at least 25 days before the election. The Presidential Nominating Primary (PNP) election will be held on Tuesday March 5, 2024. Twenty-five days before 03/05/2024 is 02/16/2024. The town board may evaluate applicants

to determine if they are capable of carrying out the duties of an election judge. The presented resolution included wording to allow the clerk substitutions, as necessary. The individuals presented for appointment had taken the necessary election judge training and supplemental PNP judge training.

Motion/second to adopt Resolution 2024-12 Appointing Election Judges for 2024 Presidential Nominating Primary Election by: Hedstrom/Alfords. Approved by Alfords, Aubol, Hayes, and Hedstrom. None opposed. Motion prevailed.

#### Gambling License Approval – BLHS Trap Team Jesse Hahne

Clerk Maas presented the Board with an application for gambling made by the Big Lake High School Trap team. The trap team will be holding their end of season banquet at the town hall community center. As part of the fundraising efforts, the team's booster club – a 501(c)3 organization, are selling raffle tickets. Prizes include shotguns, cleaning kits, shells, ammo bags and other trap shooting related items. The booster club would like to hold the drawing during the end of season banquet. Since the banquet will be held at the town's facility, the Board must authorize/approve of the gambling license. The Board authorized the gambling application made by the booster club, in 2023.

Motion/second to approve the Big Lake High School Trap Team's gambling application by: Hayes/Hedstrom. Approved by Alfords, Aubol, Hayes, and Hedstrom. None opposed. Motion prevailed.

#### Roads

The road committee recommended the Board call for 2024 road project bids. Committee members worked with William Tessmer to identify 2024 overlay projects. Those projects have been identified and bid documents prepared for letting. Engineer's estimate for the 2024 overlay projects is \$709,150.45 with 10% contingencies of \$70,915.05, for a grand total of \$780,065.50. Per MN Stat. 160.17 subd.2; advertising is scheduled to be done in the town's official newspaper for two consecutive weeks on February 17, 2024 and February 24, 2024. Sealed bids will be opened at 2:00PM, on Thursday March 7, 2024 – at least 10 days after the second publication date, at the town hall. Bids will be presented to the Board for consideration and contract award during the Regular Board Meeting, on Wednesday March 13, 2024, which commences at 6:00PM.

Motion/second to call for sealed bids for 2024 road overlay projects estimated at \$709,150.45 with 10% contingencies of \$70,915.05, for a grand total of \$780,065.50 by: Alfords/Hayes. Approved by Alfords, Aubol, Hayes, and Hedstrom. None opposed. Motion prevailed.

#### Business from the Board – Committee Reports/Updates

Supervisor Aubol reported he, Supervisor Hayes, and Supervisor Hedstrom attended the Joint Board meeting at Big Lake City Hall, prior to the town board meeting. The meeting was held to discuss and approve an application made by LISI. The company is expanding its building facility and needed permission to also expand its parking area. The application was approved by the Joint Board. He also attended the County Planning Advisory Board meeting where the IUP application made by Fly Automotive was approved.

Supervisor Alfords worked with other road committee members to define the 2024 overlay projects.

#### Treasurer's Report

Ken reviewed the Treasurer's Report and financial statements with the Board. He informed the Board that the town received its road allotment of \$ 66,397.09. He noted that the claims approved in the meeting's consent agenda included the first quarter budget advance payment to the Big Lake Fire Department of \$57,591.98 and GO Tax Abatement - 2016A bond (IPE) payment of \$43,039.31.

The town treasury ending balance (less escrows) after payment of approved claims was \$\$ 2,865,233.91.

Motion/Second to approve the Treasurer's report by: Hedstrom/Alfords. Approved by: Alfords, Aubol, Hayes, and Hedstrom. None opposed. Motion Prevailed.

*Financial Reports are retained as part of the Official Minutes, which are available in the Clerk's Office.*

Announcements

- \* Clerk's office closed Monday February 19, 2024 – Presidents Day.
- \* Big Lake Lions Firearm Raffle Saturday February 24, 2024 @ 1PM, McPete's Sports Bar & Lanes
- \* Public Accuracy Testing of Ballot Tabulators Wednesday February 28, 2024 @ 12:30PM, Sherburne County Gov't Center, Maple Rooms A & B
- \* Next Regular Meeting Wednesday February 28, 2024 @ 6PM

Adjournment:

Motion/Second to adjourn Regular Board & Reorganizational Regular Meeting at 6:16PM by: Hayes/Alfords. Approved by: Alfords, Aubol, Hayes, and Hedstrom. None opposed. Motion prevailed.

Respectfully Submitted,

Brenda Kimberly-Maas, Clerk

Accepted this 28th day of February 2024, by the Town of Big Lake Board of Supervisors.

\_\_\_\_\_  
Bruce Aubol, Chair

Attest: \_\_\_\_\_  
Brenda Kimberly-Maas, Town Clerk