



Regular Board Meeting  
Wednesday March 13, 2024 6:00 pm

The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday March 13, 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, Vice-chairman Dean Brenteson, Supervisor Laura Hayes, Supervisor Mark Hedstrom, Treasurer Kenneth Warneke, Clerk Brenda Kimberly-Maas, Sargeant Derek Barrett - Sherburne County Sheriff's Department, Raeanne Danielowski, County Commissioner and one member of the public, were in attendance. All voting was done by roll-call due to Supervisor Alfords' telecommunication attendance.

#### Approval of Meeting Agenda

Supervisor Brenteson requested the addition of an update from the CMRP group to the agenda. The item was added to the agenda as item E. under Business from the Board. Motion/Second to accept the amended agenda by: Hayes/Aubol. 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; Special Joint Meeting on 02/14/2024 Regular meeting of 02/28/2024. B) approve claims & payroll presented for payment on 02/28/2024, Motion/Second to Approve consent agenda by: Hedstrom/Alfords. Approved by: Alfords, Aubol, Brenteson, Hayes, and Hedstrom. None Opposed. Motion Prevailed.

#### Sherriff's Report

Sergeant Derek Barrett reported 225 calls in the township, for the month of February 2024. Sergeant Barret informed the board that there was a residential burglary of an unoccupied property/foreclosed and department assisted at a pole shed fire. Deputy Barrett will be sending information on ATV use on county right-of-ways. Driving of them in county ditches is prohibited between April 1 – August 31. The town has no restrictions on ATV use on its ROWs, so they are allowed to be driven in township ditches during this period. Sargeant Barrett also informed the Board that Class II ATV/UTVs (ie side-by-sides) are allowed on county roadways, where Class I vehicles (4-wheelers) are restricted to off-road use. To assist the public in this, Sargeant Barret is requesting the information he is sending to be linked on the township's website.

#### Open Forum

Commissioner Raeanne Danielowski was present to give some updates on 2024 road construction planned and CMRP updates.

- Phase II of County Road 43 improvements is scheduled to begin the first week of June and anticipation is the project will be completed prior to school resuming this fall (2024).
- Bridge work on the CSAH 4 crossing over the St. Francis River will begin in June or July with the anticipated completion in September 2024. Highway 25 bridge repairs are scheduled to begin in July 2024. There will be lane closures with the occasional full bridge closure between the hours of

10:00PM – 5:00AM. The overnight closures are expected to be nine total. The CentraCare ambulance service has made changes to their staffing and vehicle location stations to ensure service remains unaffected.

- Repairs to HWY 25 will also be done between Monticello and Buffalo this summer.
- I-94 lane expansion will occur between Albertville and Monticello this summer.  
Expect delays in summer travels.

Regional transportation project meetings will be held at the Monticello Community Center on Tuesday March 19<sup>th</sup>. There will be a luncheon meeting from 11:30AM – 1:00PM hosted by Monticello, Becker, and Big Lake Chamber of Commerce. The public is welcome to attend the meeting. MNDot is planning to be attending the luncheon event. An evening event is scheduled for the same day between 6:00PM and 7:00PM. It will be set up like an expo with informational booths. Information can also be found by visiting the City of Monticello's website.

CMRP is conducting a PELL study to assess environmental concerns and needs and how a new bridge over the Mississippi will affect the area's natural environment.

### Regular Business

#### 2024 Overlay bid results

2024 Overlay Sealed Bids were opened on Thursday March 7, 2024 at 2:00PM, at the town hall. In attendance were representatives from Omann Contracting Companies, Inc., Duininck, Inc., OMG Midwest/Minnesota Paving & Materials, Rum River Contracting Company, Park Construction Company, Asphalt Surface Technologies Corporation (ASTECH Corp.), and Knife River Corporation – North Central, William Tessmer - town engineer, Dean Brenteson – town supervisor, and Brenda Maas – town clerk. All bid bonds were present with the submitted bids. All bids were verified by William Tessmer with the apparent low bidder being OMG Midwest/Minnesota Paving & Materials, at \$675,195.45.

If awarded, the cost of the project will be \$675,195.45. Additional overlay areas may be added as change orders, per recommendation by the road committee. And the town will need to obtain payment and performance bond from OMG Midwest/Minnesota Paving & Materials per their bid bond, to ensure compliance to Minnesota statute 290-9705.

The Road Committee, staff and town engineer recommend the Board accept the submitted bids and award the 2024 Overlay Project to OMG Midwest/Minnesota Paving & Materials, as this is the lowest apparent bid.

Motion/second to accept the submitted bids and award the 2024 Overlay Project to OMG Midwest/Minnesota Paving & Materials, as this is the lowest apparent bid by: Hedstrom/Alfords. Approved by Alfords, Aubol, Brenteson, Hayes, and Hedstrom. None opposed. Motion prevailed.

#### Options Program Expansion – Fundraising

Clerk Maas presented the Board with a donation request from Options, Inc. to be used toward their Outdoor Options program. Options, Inc. is a vocational facility serving intellectually and/or developmentally disabled residents from Big Lake Township and the surrounding community.

Expenditures by towns are limited to those authorized by statute. One of the areas which town boards may expend funds is for vocational rehabilitation facilities (Minn. Stat. § 268A.06).

The Board authorized a \$5,000 donation from the ARPA money to the program in 2023. No donations to the organization have been made in 2024.

Board members discussed donating from the ARPA fund toward the program again.

Motion/second to authorize a one-time donation from the ARPA fund in the amount of \$5,000.00 to be made to Options, Inc. for the Outdoor Options program by: Hayes/Aubol. Approved by Alford, Aubol, Brenteson, Hayes, and Hedstrom. None opposed. Motion prevailed.

### Roads

Trimming work is nearing completion – 2-3 weeks worth of work left to complete. Crews have been instructed to apply wound spray to trimmed oaks, due to the unseasonable warm weather, which has caused the trees to begin to bud early. Some potholes emerged which have been filled with cold-weather mix. The Road Committee is planning to perform spring road tour in April. The location of signs has been identified by the town's engineering vendor. The committee is planning to work on sign ages and identifying those in need of replacement in the database collection.

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

Supervisor Hayes reported she, Clerk Maas and Deputy Clerk Workman will begin the process of reviewing records in storage and pulling items which are deemed unneeded and are able to be destroyed per the retention schedule.

Aubol reported he will be attending the County Planning Advisory Board meeting where the Lorge's IUP application will be heard.

Supervisor Brenteson informed the group that Bolton and Menk submitted the needs and purpose report to the Federal Government. The public input will be available to be made online, for 30 days. Supervisor Brenteson will share the link with the clerk for addition to the town's website. Katie Cantin, reporter for the Patriot News, requested the link be sent to her and she will add it to her online article. through an online d with other road committee members to define the 2024 overlay projects. He also reminded everyone the CMRP group is looking to convert to a non-profit coalition. The coalition would be a 501c9, according to Commissioner Danielowski.

### Treasurer's Report

Treasurer Warneke reviewed the Treasurer's Report and financial statements with the Board. He highlighted the general fund balance (\$328,837.38), road fund balance (\$1,125,293.79), and Big Lake Fire fund (\$95,028.81). the road fund balance included gas tax receipts and court fines. Supervisor Brenteson asked if the County provides a spreadsheet of the breakdown of gravel pit taxes across the county. Ken said this isn't something that is provided to the township.

The town treasury ending balance (less escrows) after payment of approved claims was \$2,783,918.46.

Motion/Second to approve the Treasurer's report by: Hayes/Brenteson. Approved by: Alford, Aubol, Brenteson, 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

- \* Big Lake Lions Fish Fry on Friday March 22, 2024 – food service begins at 4:30PM and runs through 7:00PM.
- \* Options Pancake Breakfast Fundraiser for Outdoor Options program on Sunday March 24, 2024 – food service begins at 11:00AM and runs through 2:00PM.
- \* Next Regular Meeting Wednesday March 27, 2024 @ 6PM.
- \* Local Board of Appeal and Equalization Meeting on Thursday April 11, 2024, at 9:00AM at the town hall.
- \* Big Lake Community Food Shelf produce and food distribution Monday April 15<sup>th</sup>, from 3:30PM – 5:30PM in the garage of Big Lake town hall

### Adjournment:

Motion/Second to adjourn Regular Board Meeting at 6:45PM by: Hayes/Alfords. Approved by: Alfords, Aubol, Brenteson, Hayes, and Hedstrom. None opposed. Motion prevailed.

Respectfully Submitted,

Brenda Kimberly-Maas, Clerk

Accepted this 27th day of March 2024, by the Town of Big Lake Board of Supervisors.

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

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