



Regular Board Meeting
Wednesday June 11, 2025, 6:00 pm

The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday June 11, 2025, 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, Supervisor Dean Brenteson, Supervisor Laura Hayes, Supervisor Mark Hedstrom, Treasurer Kenneth Warneke, Clerk Brenda Kimberly-Maas, Deputy Clerk Debbie Workman, Deputy Treasurer Becky Guthrie, Sargeant Derek Barrett – Sherburne County Sheriff's Department, County Commissioner Raeanne Danielowski, newspaper reporter, and one resident were in attendance.

Approval of Meeting Agenda

Supervisor Brenteson requested the addition to discuss a change order to the 2025 overlay project under roads. Motion/Second to accept the amended meeting agenda by: Brenteson/Hayes. Approved by: Alfords, Aubol, Brenteson, Hayes, and Hedstrom. Motion carried. The meeting proceeded in accordance with the amended agenda.

PUBLIC HEARING – proposed vacation of road easement on parcel PID 10-00102-1203

Chair Aubol opened the Public Hearing at 6:01PM. It was noted during the May 28, 2025, meeting the action which was taken to set a public hearing for the purpose of vacating a roadway easement on parcel PID# 10-00102-1203, did not allow enough time to get the notice into the town's official paper and meet the statutory requirement of 10-days published notice, met.

For this reason, the Board's only action during the public hearing was to adopt resolution 2025-15 which authorized the Town Board to initiate the vacation, set the public hearing date for Wednesday June 25, 2025, at 6:00PM, directed the clerk to publish notice, post notice, and personally serve the affected landowner. Because the vacation was initiated by the Town Board; Minnesota Statutes require at least 4 supervisors to approve the adoption of the resolution.

Motion/second to adopt Resolution 2025-15 Resolution Authorizing the Town Board to Initiate Vacation of a Town Road by: Hedstrom/Hayes. Approved by: Aubol, Brenteson, Hayes, and Hedstrom. None opposed. Alfords abstained. Motion carried.

Approval of Consent Agenda

The Consent Agenda consisted of approval of regular meeting minutes from 05/28/2025 and claims and payroll presented.

Motion/Second to approve the consent agenda as presented by: Brentson/Alfords.

Approved by: Alfords, Aubol, Brenteson, Hayes, and Hedstrom. None Opposed. Motion carried.

Sheriff's Department Report

Sergeant Darek Barrett reported 245 calls in the township for the month of April 2025 – down slightly May 2024. Sgt. Barrett noted a personal injury accident on County Road 35 and 150th St. involving a moped whose driver hit a deer that was avoided by a motorcycle, which the moped

had been following. Sergeant Barrett also informed the Board of a theft of oil and gas from an enclosed trailer in the 18500 block of 147th St. NW. There were two stop-arm violations where both drivers were identified and cited. Stop-arm violations seem to be steady with some locations seeing more violations than others. The cameras on the busses have been instrumental in being able to identify the vehicles and cite the drivers.

Regular Business

Response letter to Big Lake Post Office disposal/development notice

As directed by the Board at the May 28th meeting, Clerk Kimberly-Maas drafted a letter in response to the USPS disposal/development notice the Town had received. Supervisor Hayes brought forth some recommended revisions to the letter. Those recommendations will be given to the clerk who will work with Supervisor Hayes on another draft letter. A revised letter will be presented at the next regular meeting.

Roads

Supervisor Brenteson presented a proposed change order to the awarded contract, for Board consideration. The change order is to add segments of overlays in Wild Run and a mill and overlay on 190th St. NW – just the section that runs parallel to US HWY10. The engineer's estimate for the change order is \$88,904.79. Supervisor Brenteson recommended the Board allow for up to \$105,000.00 in their motion, to cover any quantity or price adjustments needed to complete the additional work. The additional work and cost is still within the budgeted overlay amount by .

Motion/second approving 2025 overly project change order #1 by Hedstrom/Aubol.
Approved by: Alford, Aubol, Brentson, Hayes, and Hedstrom. None opposed. None abstained.
Motion carried.

Supervisor Hedstrom recommended the road committee consider extending the current trail on the west side of County Road 43 from the city limit line to the south side of the bridge over the Elk River, when the joint safe route to schools project is done. This project – safe route to school, is currently slated to be done in 2026.

Overlays are tentatively slated to start in July, with a more definite timeline to be determined in the next couple of weeks. Crack-filling will begin this week or next, depending on weather conditions. Normal summer maintenance projects are being done by the vendors – shoulder repairs, pothole patching, and trimming. Treasurer Warneke mentioned the County's project on CSAH 15, includes the closure of the 201st Ave./CSAH 15 intersection, beginning on Monday June 16, 2025.

Business from the Board – Committee Reports/Updates

Supervisor Hedstrom reported that the new ladder truck – Tower 1, was placed into service the previous week.

Supervisor Aubol attended the Xcel Energy tour of their three solar arrays near Becker. The tour saw the sheep which within the array enclosures. Attendees' questions were addressed by Xcel staff. Supervisor Hedstrom also attended the tour. Supervisor Brenteson inquired if there has been any discussion of changing the shutdown of the coal plant. Plant #2 was decommissioned in 2024, plant #1 is slated for 2026, and plant #3 is scheduled to be decommissioned in 2030. There have been no discussions on changing the current schedule. Supervisor Aubol also reported the planning & zoning planning commission meeting was rescheduled to June 26, 2025.

Treasurer's Business

Treasurer Warneke informed the Board that the audit of the 2024 financial records was conducted Monday and Tuesday (05/12 & 05/13). Most of the documents needed by the auditors were uploaded to the auditor's portal before Monday allowing for the bulk of the work to be performed off-site. The audit team was onsite on Tuesday and a few additional electronic requests

were fulfilled today. Nothing unusual was reported as being found by the audit team. A date is yet to be scheduled for the audit report to be presented to the Board.

Treasurer's Report

Treasurer Warneke reported the Town will receive 70% of period 1 tax collection payment on Friday, June 13, 2025. The amount is \$986,000. The second payment will be made in mid-July and Both the recycle day and audit bill are yet to be received. The brushing budget is overspent by \$59,000 but the snow budget is underspent by \$122,000.

The Board reviewed the cash balance statement, treasurer's report and intermittent financial report. The funds highlighted in the report included the general fund (\$355,941.62) and road fund (\$ 1,214,305.81). After payment of approved claims, the town funds ending balance (less escrows) is: \$2,114,243.88; escrow funds balance: \$135,889.70. The total town treasury balance: \$2,250,133.58.

Motion/Second to approve the treasurer's report by: Hayes/Brenteson. Approved by: Alfords, 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.*

Open Forum

None.

Announcements

- Big Lake Community Food Shelf Produce & Pantry distribution, Monday June 16, from 3:30PM – 5:30PM or until goods are gone.
- Office Closed – Thursday June 19, 2025.
- Next Regular Meeting Wednesday June 25, 2025 @ 6PM
- SpudFest June 26-28, 2025

Adjournment:

Motion/Second to adjourn Regular Board meeting at 6:20 by: Hayes/Alfords. Approved by: Alfords, Aubol. Brenteson, Hayes, and Hedstrom. Motion prevailed.

Accepted this 25th day of June 2025, by the Town of Big Lake Board of Supervisors.

Recorded by: Brenda Kimberly-Maas, Town Clerk

Bruce Aubol, Chairman

Attested by: _____
Brenda Kimberly-Maas, Clerk