



Regular Board Meeting  
Wednesday August 27, 2025, 6:00 pm

The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday August 27, 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 Alford, Supervisor Dean Brenteson, Supervisor Mark Hedstrom, Treasurer Kenneth Warneke, Clerk Brenda Kimberly-Maas, Deputy Treasurer Becky Guthrie, Deputy Clerk Debbie Workman, BLFD Chief Seth Hansen, County Commissioner Raeanne Danielowski, newspaper reporter, and three persons were in attendance. Supervisor Hayes was absent.

#### Approval of Meeting Agenda

Motion/Second to accept the meeting agenda presented by: Brenteson/Hedstrom. Approved by: Alford, Aubol, Brenteson, and Hedstrom. Motion carried. The meeting proceeded in accordance with the amended agenda.

#### Approval of Consent Agenda

The Consent Agenda consisted of approval of Joint Powers Board meeting minutes from 08/13/2025, Town regular meeting minutes from 08/13/2025, claims and payroll paid between 08/13/2025 – 08/27/2025.

Motion/Second to approve the consent agenda as presented by: Alford, Brenteson. Approved by: Alford, Aubol, Brenteson, and Hedstrom. None Opposed. Motion carried.

#### Big Lake Fire Department Report

Chief Seth Hansen reported the department has responded to 261 calls this year. Of those calls 170 have been in the City of Big Lake, 64 in Big Lake Township, 17 in Orrock Township, and 10 mutual aid calls. Calls of interest included four (4) fires – 2 building, 1 vehicle, and 1 trash; six (6) motor vehicle accident (MVA), one (1) hazardous conditions, and nine (9) smoke/CO alarms. The pop-up splash pad was rained out. The recent hiring campaign resulted in one person being hired.

#### Regular Business

##### Variance request – 10-00132-2100

Uneek Design, LLC is requesting a 30' variance in setback from the centerline of CSAH 43, for the existing home on parcel 10-00132-2100 located at 18190 County Road 14 NW, Big Lake, MN 55309. A 130' setback from the centerline of a county road is required. The request for a variance was to allow for an addition to be built onto the existing home which does not meet the current required setback to the centerline of CSAH 43.

Although the county has jurisdiction over the county road setbacks, all variance applications within the Township require Town Board comments.

The Board recognized the home was compliant when constructed but due to County zoning ordinance changes, a variance was required to allow for the construction of the addition.

The Board recommended variance be approved.

#### CSAH 5 pedestrian bridge update

Gina Hugo, Sherburne County Parks Director sent the following update regarding the CSAH5 pedestrian bridge. The preconstruction meeting was held on Friday August 15, 2025 and the contractor reported they will try to get all work which will affect the river - grading for the abutments and the rip-rap installed, done this year. If the work is completed, there should be no restrictions on time frames in the spring of 2026.

The tentative schedule is for river work to begin on September 22, 2025, and should last a couple weeks. Work would resume spring 2026, starting up as soon as April 6, 2026, as weather allows.

#### Roads

Supervisor Brenteson reported all paving for the original overlay contract was complete and shouldering will begin the week of September 2, 2025. The additional overlay work – change order #1, will also begin the week of September 2, 2025, as well. The millings from the additional overlay project will be taken to the Town's Lions Park, for installation on the parking lot near CSAH 5.

Supervisor Alford reported a sink hole on 214<sup>th</sup> Ave was repaired the previous week. The repair revealed a pipe in the right-of-way which appeared to be over 100 years old.

Supervisor Alford informed the Board of a bill was submitted by Lori Rusert, a township resident, for replacement of four tires. Ms. Rusert had traveled on newly laid, uncured crack-sealant, which adhered to her tires. At the worksite, the person directing traffic indicated to Ms. Rusert to go around him and into the left lane. Ms. Rusert went around the worker but then went back into right lane and the uncured crack -sealant. Clerk Kimberly-Maas told the Board she had contacted Peter Tiede, the Town's legal counsel regarding the situation. He stated that since the person who was directing traffic was not a town employee, the town is not responsible or liable for the damage to or replacement of the tires. The Board discussed the situation and determined the town will not be reimbursing Ms. Rusert for the new tires and directed the clerk to have a letter drafted and sent to Ms. Rusert with their decision.

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

Chair Aubol attended a Planning & Zoning Advisory Board meeting where housing and commercial development in Livonia Township was discussed. He noted the City of Baldwin is also experiencing a lot of residential and commercial development. He also asked County Commissioner Danielowski if she had any knowledge of when CSAH 15 will reopen to traffic. Commissioner Danielowski stated the construction is on schedule and the road is slated to reopen at the end of November, 2025.

Supervisor Brenteson reminded all in attendance the Highway 25 /Big Lake Corridor group is looking for public comments on possible improvement for traffic flow in that area. Comments can be made through September 5, 2025. A link to the survey is on the township's website.

#### Treasurer's Business

Treasurer Warneke informed the Board that all the fund balances are in good shape. The general fund receipts are ahead of projections and disbursements look fine. The bill from

Schlenner Wenner was received the day of the meeting. The total due is \$24,300.00, a 23% increase from 2024. He suggested we look for quotes for the next three years. He noted the developer's agreement for Meadow Estates South had been signed and fees were paid, creating a \$11,000 surplus in the road fund. The engineering fees for the overlay projects are currently under budget, 2025 overlay bills are yet to be received and, brushing is \$32,000 over budget but is coming down. He also noted that part of his wages are paid out of the road fund. This practice may need to be reassessed since he is not as active in the day-to-day road activities. He toured some of the roads before the meeting to review striping needs.

Treasurer's Report

Treasurer Warneke reviewed the Treasurer's Report and financial statements as of 07/19/2025 with the Board. The funds highlighted in the report included the general fund with a balance of \$ 464,131.69 and road fund with a balance of \$ 1,997,542.58 The town fund cash balance (less escrows) \$ 3,394,211.62; escrow funds balance: \$ 150,100.23. The total town treasury balance: \$ 3,544,311.85.

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

There were no items heard during open forum.

Announcements

- Office Closed Labor Day - Monday September 1, 2025
- BLFD JPB meeting Tuesday September 2, 2025 @ 5PM in Big Lake Fire Department conference/training room
- Town Annual Meeting RECONVENES Wednesday September 10, 2025 @ 6PM – to set & certify 2026 Town Levy – Town Regular meeting to follow
- Dog & cat vaccination clinic and well water nitrate testing - Saturday September 6th 9AM - Noon
- Sherburne County Household Hazardous Waste collection Wednesday, September 17th from 2-5pm

Adjournment:

Motion/Second to adjourn Regular Board meeting at 6:29PM by: Hedstrom/Alfords. Approved by: Alfords, Aubol, Brenteson, and Hedstrom. Motion prevailed.

Accepted this 10<sup>th</sup> day of September 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