



Regular Board Meeting
Wednesday January 28, 2026 6:00 pm

The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday January 28, 2026, 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 Dean Brenteson, Supervisor Laura Hayes, Vice-chair Mark Hedstrom, Treasurer Kenneth Warneke, Clerk Brenda Kimberly-Maas, Deputy Clerk Debbie Workman, Deputy Treasurer Becky Guthrie, Commander Ben Zawacki - Sherburne County Sheriff's Department, and Big Lake Fire Chief Seth Hansen, and Layne Otteson, City of Big Lake engineer. Supervisor Larry Alford was absent, due to telecommunication difficulties.

Approval of Meeting Agenda

Chair Aubol requested the addition of a business item – the adoption of Resolution 2026-11 Amending 2025-26 Plow Contract with TW Hauling and Excavating, as item 7C.

Motion/Second to amend the meeting agenda presented with the addition of business item 7C by: Hayes/Brenteson. All Present Supervisors Approved. Approved by: Aubol, Brenteson, Hayes, and Hedstrom. Motion Prevailed. The meeting proceeded in accordance with the agenda presented.

Approval of Consent Agenda

The Consent Agenda consisted of: A) Approval of Minutes; Regular & Reorganizational meeting of 01/14/2026. B) Approve claims and payroll presented 01/28/2026.

Motion/Second to Approve consent agenda by: Hedstrom/Hayes. Approved by: Aubol, Brenteson, Hayes, and Hedstrom. None Opposed. Motion Prevailed.

Annual Sheriff's Report

Commander Ben Zawacki was in attendance to give the 2025 Annual Sheriff's Report to the Board. There were 2830 calls to Big Lake Township in 2025 – roughly 300 less than 2024. Of those calls there were 20 assaults, 10 DUI, 15 thefts, and 13 CDP calls. Seven employees retired in 2025, all of whom had 17 or more years of service with the department. K-9 deputy Bronco was put to rest after suffering from a twisted intestine. A new K-9 will be joining the other K-9 deputies, in 2026. Deputy Mitchel Reasoner was celebrated for making the most DWI stops in 2025. The department participated in several community events including Special Olympic torch run, Dunkin' Donuts, Dunkin' a Cop on a Rooftop, Sherburne County Senior Day Out, Night to Unite, and Shop with a Cop. Highlighted cases of interest updates included the apprehension of an individual who shot his way into the Government Center, an assault of a jailer which occurred while breaking up a rival group fight in the jail, the quick recovery of a Zimmerman girl who was abducted, the conviction of Curtis Holmberg who was involved in a Benton County task force operation involving the Sherburne County Task Force, arrests of 3 individuals involved in a burglary of \$100,000 (a fourth suspect is still being sought), hiring of

eight new patrol and TCS deputies, the department's Intelligence Center performed 784 workups, and the Drug Task Force completed almost 100 cases. He noted that methamphetamine is still prevalent in the county and 15 pounds of black-market marijuana was seized. There were several projects which were performed or started in 2025 including Hyper-Reach, remodeling of the Government Center's dispatch office, BWC/squad camera upgrades, plumbing upgrade in the jail, TIP/volunteer line, and the Rave panic button application, which was implemented after the shooter incident in the Government Center. The Rave application was rolled out to staff at the Government Center and has been offered to local school districts as well.

**The complete report will be retained as part of the Official Minutes, which are available in the Clerk's Office.*

Open Forum

NONE

Town Business

Shared roads Joint Agreements

Layne Otteson, City of Big Lake's engineer, was in attendance to review roads in the area where both township and city properties are adjacent. He provided maps of these roads and expressed the City Council's desire to enter into Joint Powers Agreements to clearly define how the maintenance of these shared roads, including roads within areas where the Town and City currently have orderly annexation agreements, would be performed and paid for. A meeting was already scheduled for Monday February 2, 2026, where town and city elected and appointed officials, and city staff will begin discussions regarding future Joint Powers Agreements.

Supervisor Hedstrom inquired on the status of the sidewalk and fire vehicle flashing warning signage, which were to be installed during the CR43 upgrade project. Layne told the Board the project was named differently by MNDOT than what was on the Federal grant application. The application needs to be amended and resubmitted to the Federal agency. The emergency vehicle warning signage initially approved was unproven in Minnesota and another system may need to be researched.

No action was required or taken.

Zoning Amendment – IUP addition of Veterinary Clinics

Sherburne County Planning and Zoning Department serves as the zoning authority for Big Lake Township. The Planning and Zoning Department has received a request to amend the ordinance to include "Veterinary Clinics" as a listed interim use within the Agricultural, General Rural and Commercial Zoning Districts. This use is not currently permitted under the existing ordinance.

The request was submitted by Dr. Ashley Ann Anderson DVM, owner of Triple A Equine PLLC. She is seeking to establish this use formally within the County's zoning framework. According to the applicant, this amendment would support a commonly needed service that is currently unaddressed in the ordinance.

The Planning and Zoning Department is looking for public comments ahead of the public hearing scheduled during either February 19, 2026, or March 19, 2026, Planning Advisory meeting. Following the hearing, planning & zoning staff will present the Planning Advisory Commission's recommendation to the County Board of Commissioners.

Board supervisors were supplied with a draft ordinance containing the proposed change and a comment form. The Board discussed the proposed amendment. The consensus

of the Board was the amendment made sense and requested Clerk Kimberly-Maas to send their comment using the form provided, to Marc Schneider, Sherburne County Assistant Zoning Administrator.

Resolution 2026-11 Amending 2025-26 Plowing Contract with TW Hauling & Excavating

The Board was presented with a resolution amending the TW Hauling plowing agreement's rates with a \$10/hour increase per hour for all equipment and ratifying claims paid at the higher equipment rates.

Motion/second to adopt Resolution 2026-11 by: Aubol/Hedstrom. Approved by: Aubol, Brenteson, Hayes, and Hedstrom. None opposed. Motion carried.

Roads

Supervisor Brenteson reported the town's engineer is in the process of compiling estimates for a reclaim project for roads in Aspen Hills and overlay of 215th Ave. NW in Wild Run. Those estimates should be ready for Board review and authorization for bid letting at the next regular meeting with bid opening in March. Aspen Hills reclaim project is the biggest part of the 2026 road projects. The Board decided to notify the Aspen Hills HOA of the project once the schedule is determined. The town and city will be working on plans and estimates for the shared road of 172nd St. north of State Highway 10 to Prairie Drive.

Vendors continue to trim as weather conditions permit.

Business from the Board – Committee Reports/Updates

Supervisor Aubol reported he will be attending the Planning and Zoning is reviewing the separation distances between septic systems and water levels. Currently the separation is 3' between a mound tank and water levels. The possibility of lowering it to 2' or 1' for mound systems may be allowed. This will open land with mottled soil, for development. The Advisory Commission will possibly be reviewing both zoning amendment requests at their next meeting. The Commission is also changing their meeting date from the 2nd Thursday to the 3rd Thursday which would decrease the number of times commission members would need to travel to the Government Center for meetings.

Supervisor Brenteson found the Joint Community Meeting informational.

Treasurer's Report

Treasurer Warneke informed the Board the 352 (bond) fund balance was down, reflecting the bond payment made to the City as part of the claims approved in the consent agenda.

Balances highlighted in the report included the general fund (\$496,673.34) and road fund (\$ 1,730,417.48). January 26, 2026, ending balances (less escrows) after payment of approved claims, town funds: \$3,433,849.14; escrow funds balance: \$123,610.43; total town treasury balance: \$3,557,459.57.

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

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

2026 Budget

Treasurer Warneke discussed the Budget which the Board had taken with them after the previous meeting to review and give feedback. Chair Aubol requested a \$11,000 increase

to the Building and Parks budget. He also discussed some park projects which would be considered capital improvement projects. Those will be considered as they are brought forward for Board approval and the budget can be amended if they are approved.

Chair Aubol inquired if the Big Lake Industrial Park East bond will be paid off in 2028. Treasurer Warneke confirmed the bond payoff date as February 2028.

Supervisor Brenteson asked if there was money budgeted in the roads fund to purchase and implement software to assist with sign inventory and land records. Treasurer Warneke confirmed this was considered when the budget was created.

Motion/second adopting the 2026 Budget as presented to the Board by Hayes/Hedstrom. Approved by: Aubol, Brenteson, Hayes, and Hedstrom. None opposed. Motion carried.

Last call for business

Chair Aubol thanked the Board for recognizing his father, Carl's passing.

Supervisor Hayes thanked the Board for their support and the plant brought to her mother, Gloria Hensel's funeral.

Announcements

- Town Regular Meeting on Wednesday February 26, 2026, at 6:00PM

Adjournment:

Motion/Second to adjourn Regular Board Meeting at 7:19PM by: Hayes/Hedstrom. Approved by: Aubol, Brenteson, Hayes, and Hedstrom. None opposed. Motion carried.

Accepted this 11th day of February 2026, by the Town of Big Lake Board of Supervisors.

Bruce Aubol, Chairman

Recorded by Brenda Kimberly-Maas, Town Clerk