

Second Monthly Board Meeting  
Minutes  
May 26, 2010

**TOWN of BIG LAKE**  
*"Sherburne County's First 5-Member Township Board"*  
P.O. Box 75, Big Lake, Minnesota 55309

On Wednesday, May 26, 2010 the Big Lake Board of Supervisors met at the Big Lake Town Hall located in the Big Lake Lions Park at 21960 County Road #5, Big Lake Township, Sherburne County, State of Minnesota. The meeting was tape recorded for transcribing purposes only.

Vice-Chairman Alfords called the meeting to order at 7:00 p.m. There were 5 people in the audience at the start of the meeting. Roll call was taken by the chairperson.

Board Members Present:       Mike Hayes, Supervisor  
                                      Norm Leslie, Supervisor  
                                      Larry Alfords, Supervisor  
                                      Jim Stahlmann, Supervisor  
                                      Ken Warneke, Treasurer  
                                      Laura Hayes, Clerk

Board Members Absent        Bob Hofer, Chairman

All present stood and recited the pledge of allegiance to the flag of the United States of America.

Supervisor Hayes motioned to approve the Second Monthly Meeting agenda. Supervisor Stahlmann seconded. All present were in favor. The motion carried. The meeting proceeded in accordance with the agenda as presented.

Supervisor Leslie motioned to approve consent agenda items: a) Approve Patron Membership (\$150.) to Sherburne History Center. b) Approve List of Claims (Disbursement List will be Received at Meeting). Supervisor Stahlmann seconded. Supervisor Hayes abstained from approval of Clerk Hayes payroll claim. All present were in favor. The motion carried.

**BUSINESS FROM THE CLERK**

a) Jim Thares, big Lake City EDA Director – Deed "Shovel Ready" Program Update & 2009 Marketing Committee Expense Update – Jim Thares reviewed the Big Lake Marketing Committee Budget Report from 2009 and 2010. The EDA approved advertising for the "Shovel Ready" program. Following review of the cost of the 2009 Developer's Tour in comparison interest it generated, Jim Thares advised it is not prudent to plan an event for 2010. The EDA will instead put emphasis on working with a broker to generate activity and sales in the industrial park areas. The Big Lake Marketing Committee will not need to spend funds on advertising. The broker will furnish their own signage, brochures and other advertising materials. Jim Thares further advised the City has an email database of developers and email reminders/"blasts" can be sent to remind them of Big Lake's potential. Supervisor Stahlmann motioned to pay for it's one-half share of the advertisement for the "shovel-ready" program in the amount of \$375. Supervisor Hayes seconded. All present were in favor. The motion carried. There was brief discussion regarding the Township's participation in the DEED "Shovel Ready Sites Program" for 2010. Supervisor Hayes advised that this had been approved. Clerk Hayes read the motion made during the December 16, 2009 Regular Monthly Board confirming the Township's participation in the program in the amount of \$1,475.00 in budget year 2010 as its 50% share.

b) Allen Parten, 145<sup>th</sup> Circle NW, Twin Pines II Addition-Road Setback Discussion – Allen Parten appeared before the Board to inquire if the Board would support an application for a variance to construct a 16' x 24' storage building with a floating slab on his lot located at 14404 145<sup>th</sup> Circle NW,

Twin Pines II Addition. Mr. Parten advised he has been to the Sherburne County Planning and Zoning Office to review the setback requirements and variance process. He further advised he wanted to know if the Township would be supportive of his plan before he paid the fees to apply for the variance. Mr. Parten advised his house was built in 1973. His lot has approximately a 20' drop behind the house to the property line. The septic system is located on one side of the lot between the house and the lot line and therefore these areas can't be used to place the storage building. Mr. Parten inquired if his existing setback could be grandfathered in, noting the platted cul-de-sac was never completed. Supervisor Alfords advised "grandfathering" was not an option. Supervisor Alfords further advised the Township would be able to support a variance request as long as the storage building doesn't encroach past any existing structures on the lot. Mr. Parten was advised he should note the 20' backyard drop and the placement of the septic system in the side yard as hardship making it necessary to request a variance. Mr. Parten inquired about the possibility of the Township vacating the cul-de-sac. Supervisor Alfords advised that the Township has a policy requiring that 3 or more driveways must be served from a road. The road right of way must also be preserved for snowplowing snow storage and other road maintenance. It was further noted that the Township and Sherburne County entered into a Joint Powers Board Agreement regarding zoning, therefore we are partners and neither of us can differ from that agreement and declare that a variance would not be required. In closing, Mr. Parten inquired if he and his neighbors can pave or improve their driveways located in the cul-de-sac right of way, if they want to. The Board advised they could make improvements, noting that it is no different than when a driveway is paved or improved in the space between private property and the right of way of a 66' foot road. Clerk Hayes was advised that tonight's discussion would be sufficient for the comment form and an additional review of the request would not be necessary.

c) Request to Use Town Hall No-Charge for Relay for Life Fundraising Activity – Becky Ivory, appeared before the Board to request use of the Town Hall for a fundraising event for Relay for Life. A group of 8<sup>th</sup> grade boys would like to use the hall to make luminaries. Their team is "Jake's Friends". They are participating in support of their friend Jake and his mother, who has been diagnosed with cancer. They would like to use the hall on Wednesday, June 9<sup>th</sup> at approximately 9:30 a.m. for 2 hours. Supervisor Leslie motioned to allow use of the hall at no charge for this event. Supervisor Hayes seconded. All present were in favor.

d) Other-Updates-Meetings – Clerk Hayes advised the Township has received information from the Big Lake Chamber regarding participation in the 2010 Official Chamber Map. A 3" wide x 2" high advertisement costs \$195. The Board took the information under advisement.

-Clerk Hayes advised the Summer Short Course brochure has been received. Classes offered include training certification for the Board of Review and Equalization. Clerk Hayes advised Supervisors Hayes and Leslie are certified until July 18, 2012 and Supervisors Hofer and Stahlmann are certified until November 30, 2013. Clerk Hayes and Deputy Clerk Woolard will be attending the July 12, 2010 Short Course for Election Administration Training.

## **BUSINESS FROM THE SUPERVISORS/COMMITTEE REPORTS**

### **TOWN ROADS**

1) Other-Updates-Meetings – Supervisor Alfords advised shouldering is in process. Items from the road tour are being handled and test borings are being completed in preparation for 2010 road improvements. Sign work from the road tour, will begin soon. Bid letting for seal coating will be done at the June 9<sup>th</sup> meeting. Bid letting for overlay projects will be done at the June 23<sup>rd</sup> meeting.

### **CHAIRMAN'S REPORT**

1) Other-Updates-Meetings – No report was given in Chairman Hofer's absence.

### **SUPERVISOR REPORTS**

1) Other-Updates-Meetings – Supervisor Leslie advised Steven Lindula will be doing his Eagle Scout Project on June 5<sup>th</sup> and 6<sup>th</sup>.

### **BUSINESS FROM THE TREASURER**

a) Other-Updates-Meetings – Treasurer Warneke reviewed the fund balances from the Cash Balance Statement. Clerk Hayes advised there will be a couple of small invoices coming for Clean Up Day. The largest bill is from Allied Waste, which is in tonight's claims. The City of Big Lake was invoiced today for 33% participation in the amount of \$9,597.97; and, Orrock has been invoiced for 14% of the participants in the amount of \$4,071.86. The Town of Big Lake had the largest amount of participation at 53% and is responsible for \$15,414.92 of the cost of the event.

### **ADJOURNMENT**

A motion was made by Supervisor Hayes to adjourn the meeting. Supervisor Leslie seconded. All present were in favor. The motion carried. The meeting adjourned at 7:45 p.m.

Respectfully Submitted,

Laura Hayes, Clerk