

Monthly Board Meeting
Minutes
February 10, 2010

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

On Wednesday, February 10, 2010, the Big Lake Board of Supervisors met at the Big Lake Town Hall located in the Big Lake Lions Park Community Center at 21960 County Road #5, Big Lake Township, Sherburne County, State of Minnesota. The meeting was tape recorded for transcribing purposes only.

Chairman Hofer called the meeting to order at 7:00 p.m. There were 4 people in the audience at the start of the meeting. Roll call was taken by the Chairman.

Board Members Present: Bob Hofer, Chairman
 Norm Leslie, Supervisor
 Jim Stahlmann, Supervisor
 Mike Hayes, Supervisor
 Ken Warneke, Treasurer
 Laura Hayes, Clerk
 Kristie Woolard, Deputy Clerk

Board Members Absent: Larry Alfords, Supervisor

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

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

Supervisor Stahlmann motioned to approve consent agenda items: a) Approval of Minutes: Regular Monthly Board Meeting 1-13-10, and Second Monthly Meeting 1-27-10. b) Approve List of Claims (Disbursement List will be Received at Meeting). Supervisor Leslie seconded. Each Supervisor abstained from approval of their payroll claim. Supervisor Hayes abstained from approval of Clerk Hayes payroll claim. All present were in favor. The motion carried.

BUSINESS FROM THE CLERK

a) Steve Carlson/Carlson & Harrington — T-mobile Communication Facility, Big Lake Town Hall Property — Steve Carlson, appeared before the Board to present a proposal to develop a new wireless communication facility at Big Lake Lion s Community Park. He advised T-Mobile would like to improve its wireless voice and data network coverage in the Big Lake area. The facility would consist of a monopole structure, a fenced

compound to secure ground-based telecommunications equipment and screening. Typically, the fenced compound is a 50 by 50 area; however, the area and design can be altered to fit the existing use/conditions of the property and can be reduced to a 25 x 25 area. The height of the facility has not been determined at this time. It was noted that towers 200 and greater in height must have aircraft warning lights. He further advised T-Mobile would work with the Township and Sherburne County for any necessary zoning permits and building permits. T-Mobile handles all of the construction/improvements, and manages the site; and, works directly with the appropriate electrical and local phone companies for service to the facility. This proposed communication site would expand and improve coverage and the capacity of the T-Mobile network within the Town of Big Lake; and, possibly other wireless carriers if they add their service to the monopole. T-Mobile currently has existing wireless service in Big Lake, near Highway 10. However, service traveling north of Highway 10 into the Town of Big Lake is inadequate. He further advised this location has been determined as a viable location because of its large property size, limited existing residential development nearby, and existing mature trees to provide screening from the general public. Steve Carlson advised the approximate annual rent would be \$10,000. with a 3% increase each year. Additional carriers would result in additional rent. Current zoning regulations require that this be designed as a co-location tower. Supervisor Hayes motioned to have Steve Carlson work with the Building and Grounds Committee to review and determine the feasibility of the project. Supervisor Stahlmann seconded. All present were in favor. The motion carried.

b) Big Lake Economic Development Marketing Campaign Donation Discussion — The Board reviewed the activities of the City of Big Lake Economic Development Marketing Committee as outlined in a letter received from City Planner, Leslie Dingmann. Supervisor Leslie advised the Board of the EDA's goals for 2010. He further noted it was noted at the last EDA meeting that the market is very quiet and there have not been any prospects for quite some time. He further advised the City of Big Lake is considering hiring a lobbyist to promote Big Lake. Supervisor Hayes suggested making only a partial donation until there is some activity. He further noted that the Township's marketing focus is industrial park east and the expansion area. Supervisor Stahlmann noted that this might not be the best time to pull marketing. The economy is recovering and what helps the City of Big Lake comes around to the Township. Supervisor Hayes suggested that the Township might need to take a more active role in marketing industrial park east ourselves. He further advised that the Township needs to know what the money is going to be spent on and who the audience will be. The Joint industrial park area needs to be a higher priority. Clerk Hayes was directed to draft a response letter to the City of Big Lake. The Township EDA members, Supervisors Hayes and Leslie will review the letter before it is sent.

BUSINESS FROM THE SUPERVISORS/COMMITTEE REPORTS

TOWN ROADS

1) Other-Updates-Meetings — Treasurer Warneke advised snowplows have been out since the last meeting.

CHAIRMAN S REPORT

- 1) Other-Updates-Meetings — Chairman Hofer advised that he had nothing to report.

SUPERVISOR S REPORTS

- 1) EDA — Supervisor Hayes advised the rail park was discussed at the EDA meeting. The City is proposing to extend the rail spur from Midwest lumber, under the overpass to the rail park area. There was brief discussion regarding the amount of space available to fit another track under the overpass.

- 2) Other — Updates — Meetings— Supervisor Stahlmann gave an update from today s MAT Legislative and Research Committee meeting. He is attending in place of Supervisor Hayes. The meeting will convene again tomorrow. Items covered today included: Chapter 180 regarding Township Elections moved to November can be moved back to March. This is on the Governor s desk to sign. Hostile Annexation legislation going onto Senate hearings. This is a bonding session. Minnesota is 42nd in bonding, reflective of a conservative state. State Auditor, Rebecca Otto advised webinar s have been very popular. All but five libraries in Minnesota have high speed internet. Surplus computers from the State Auditor s Office are given to the MAT where they are formatted for CTAS use and given to Township s. Supervisor Stahlmann noted Supervisor Hayes is on the Transportation sub-committee and therefore, he picked up a retro-reflectivity booklet and CD for Supervisor Hayes. Changes to the bridge policy are under discussion. For every \$1. of revenue there are \$4. of needs. FEMA is working on changing to a proactive response rather than reactive.

-Sherburne County Commissioner, Ewald Petersen was present to give County updates to the Board. The Safe Streets program has been introduced, but lacks legislative support. The county will be conducting speed studies and posting speed limits on some county roads. County Road 43 and 14 are scheduled to be redesigned and improved. Currently, the County is working on acquiring right-of-way for this improvement. The roads will remain two-lanes, but will have wider paved surfaces and wider shoulders. Bids have been accepted for County Road 25 improvements. Knife River was the low bidder. The Board of Commissioners approved an amendment to the zoning ordinance regarding fences for swimming pools. Public Health is being ranked in all 50 states. The County has not adopted the proposed Subsurface Sewage Treatment System (SSTS) ordinance. At this time, the zoning department is planning to use gravity systems in the ordinance. The Northstar Corridor Development Authority (NCDA) is finishing phase 1 audit work. The audit is completed according to Federal Transit Authority rules and will be finished by the 1st of July. The NCDA will be restructuring to ensure that it has a quorum at each meeting. It is possible that the 8-member executive committee may become the decision making body and actions requiring approval will be sent as recommendations to each County Board for approval. With the completion of the rail line to Big Lake, there will not be as many NCDA meetings annually, and they will be more informational in content. The EIS that was

completed for the Becker station was retained and could still be used if the track is extended toward St. Cloud. A State Senate bonding bill was introduced at the legislature this afternoon, it includes Northstar funding and funding for hockey arenas.

- Sherburne County Commissioner, Ewald Petersen advised Sherburne County has established a taskforce regarding the 345kV transmission line being proposed from North Dakota to Monticello, Minnesota. The Minnesota Office of Energy Safety (OES) recently released the Draft Environmental Impact Statement (EIS) for the proposed transmission line routes. Route D, which is an existing 115kV line route runs through Clear Lake and Becker Townships. At the Sherburne County Board of Commissioners meeting on Tuesday, February 9 a response letter, including 15 points of concern regarding Route D was approved to be sent to the OES.

BUSINESS FROM THE TREASURER

a) Monthly Report — Treasurer Warneke advised the total fund balance is approximately \$2,200,000.

b) Final Assessment for Aspen Hills Wastewater Treatment Facility Repair — The committee met with the Aspen Hills Homeowners Association last night. The project infrastructure is complete, final grade and seeding will be completed in the Spring. The engineering costs associated with the project were discussed. The final cost of the project will be calculated to establish the full assessment amount and the amount that will need to be assessed to each property owner years 2 through 5. Supervisor Hayes motioned to pay engineering fees related to Aspen Hills Wastewater Treatment Facility Repair; and, to include the engineering fees in the total project cost to be assessed to the 78 lots in Aspen Hills. Supervisor Leslie seconded. All present were in favor. The motion carried.

c) Township Road & Bridge Aid Qualification Levy Information — Treasurer Warneke reviewed a letter from Sherburne County Auditor, Diane Arnold regarding the Township Road and Bridge Aid Qualification Levy for Road and Bridge Aid Payable 2012. The minimum amount Big Lake Township must levy for the Road and Bridge fund for 2011 is \$357,992.20 in order to qualify for its Road and Bridge Aid received in 2012.

d) Review 2010 & 2009 Taxable Market, Net Tax Capacity Value & Rate Comparisons — Treasurer Warneke reviewed the 2010 2009 Taxable Market, Net Tax Capacity Value & Rate Comparisons. The Taxable Market Value decreased 1.18% from 2009 to 2010. The Net Tax Capacity Value decreased 0.5% from 2009 to 2010.

e) Review and Approve 2010 Budget — Treasurer Warneke reviewed the 2010 Proposed Budget. The 2010 budget is created based on the 2009 Finance Committee's recommendations and the approved 2010 tax levy. Supervisor Hayes motioned to approve the 2010 budget as presented. Supervisor Stahlmann seconded. All present were in favor. The motion carried.

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f) Other — Updates — Meetings— Treasurer Warneke advised the Township has a certificate of deposit with Premier Bank and therefore the Township should have a banking resolution on file for Premier Bank. Supervisor Hayes motioned to authorize the Clerk and Chairman to sign the banking resolution. Supervisor Leslie seconded. All present were in favor. The motion carried.

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 9:15 p.m.

Respectfully Submitted,

Laura Hayes, Clerk