

Monthly Board Meeting
Minutes
April 14, 2010

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

On Wednesday, April 14, 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 5 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
- Larry Alfords, Supervisor
- Ken Warneke, Treasurer
- Laura Hayes, Clerk
- Kristie Woolard, Deputy Clerk

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 Hayes seconded. All present were in favor. The motion carried. The meeting proceeded in accordance with the agenda as presented.

Supervisor Hayes motioned to approve consent agenda items: a) Approval of Minutes: Regular Monthly Board Meeting 3-10-10, and Second Monthly Meeting 3-24-10; and, Board of Review and Equalization 4-1-10. b) Approve Resolution 2010-02 Resolution to Adopt Amendments to the Big Lake Township Zoning Ordinance. c) Enter Into 2-Year Contract with Don's Lawncare for Lawn Mowing at Lion's Park/Town Hall, Boat Access, Bailey Station Cemetery. d) 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) Steven Lindula/Eagle Scout Project – Ballfield Bases & Backstop – Steven Lindula, Boy Scout Troop #93 appeared before the Board to present plans and request funding for his Eagle Scout Project. The project will consist of coordinating and installing the backstop and bases in the second ballfield located at Lion's Community Park. Steven requested a \$200. credit limit at Big Lake Hardware Hank for supplies. He estimated the project would begin in 4 to 6 weeks following approval from the Boy Scouts. Supervisor Leslie motioned to approve the project and credit limit of \$200. Supervisor Hayes seconded. All were in favor. The motion carried.

b) T-Mobile Revised Lease Proposal Update – Chairman Hofer advised the Township's Attorney, Peter Tiede has commented on the proposed lease. The comments were forwarded to Steve Carlson and were addressed in the revised lease proposal. Peter Tiede has reviewed the final revised lease proposal and had no additional concerns. A site inspection has been scheduled for April 15 at 1:00 p.m. with Steve Carlson and a representative of T-Mobile. Upon review and determination that the site is suitable, the lease will be ready for signatures. Supervisor Leslie reviewed the infrastructure components and site area. He noted the monopole will be 176' tall with a 20' anchor. This is being planned for fall 2010 construction following approval from Sherburne County. It was further noted that in the event T-Mobile ceases to use this monopole for service, they will be responsible for removing the infrastructure.

c) Amendment to Zoning Ordinance/Composting of Leaves and Grass Clippings in Gravel Pit – Sherburne County Planning and Zoning has received a request to amend Sherburne County Zoning Ordinance Section 16.2 to allow a composting business as an IUP in gravel mining areas. Chairman Hofer read the proposed amendment requirements. The request to operate a composting facility as a business is being requested by Douglas Manthei of Elk River. Currently, any Sherburne County resident can deposit private yard waste at the municipal compost sites, commercial businesses cannot. Supervisor Alfords motioned to recommend approval of the request with the amendment requirements as proposed by the County. Supervisor Hayes seconded. All were in favor. The motion carried.

d) Big Lake Municipal Dump Clean-Up/Hidden River View Plat – Brad Larson-Updated Resolution – Clerk Hayes advised David Katzner, Sherburne County Zoning Department has requested on behalf of Brad Larson, owner of the property that the Township adopt an updated resolution approving the clean up application for the former municipal dump located in the proposed plat of Hidden River View. Clerk Hayes read Resolution 2010-03. Sherburne County Commissioner, Ewald Petersen advised that following ground and water testing, no contaminants have been found. It was further noted that 13 ground water testing wells have been installed on the property. Supervisor Stahlmann motioned to adopt Resolution 2010-03 Approving Clean Up Application for Hidden River View. Supervisor Hayes seconded. All were in favor. The motion carried.

BUSINESS FROM THE SUPERVISORS/COMMITTEE REPORTS

TOWN ROADS

1) Other-Updates-Meetings –

-Treasurer Warneke advised road restrictions will be lifted on Monday, April 19, 2010 at 12:01 a.m.

-The street sweeping is nearly done. Jeff Rhodes of Driveway Service is doing the sweeping. Pearson Brothers may be doing some of the sweeping unless Jeff Rhodes completes it all.

-Jared Voge, City of Big Lake delivered a Permanent Easement for a 66' foot strip of land adjoining the northerly right-of-way line of U.S. Highway 10 at 172nd Street. He advised the easement has been requested by MNDOT and grants the easement to the City of Big Lake from the Town of Big Lake. The Board unanimously agreed to allow the Chairman to sign the easement upon its review by Treasurer Warneke.

-Supervisor Alford advised the spring road tour will be conducted Tuesday, April 20th and Wednesday, April 21st.

-Supervisor Hofer advised the 205th Avenue culvert is still open and in working order.

-Supervisor Stahlmann advised he had received an inquiry regarding 223rd Avenue and if there was going to be a final overlay. It was determined it would be viewed during the road tour.

CHAIRMAN'S REPORT

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

SUPERVISOR'S REPORTS

1) EDA – Supervisor Stahlmann advised he and Supervisor Hayes attended the EDA meeting. He noted there was an extensive presentation for a senior complex. At this time there is no definite location and the developer would contract through the EDA for USDA funding. The rail park is moving along on schedule. The EDA further discussed the possibility of working exclusively with a broker to actively market and sell lots in Industrial Park East. The EDA has received a proposal, which has in turn been of interest to local realtors. At this time the consensus of the EDA is to work with a professional commercial broker to market the lots.

-County Commissioner, Ewald Petersen advised the Sherburne County EDA is doing a tour of the Elk River and Big Lake areas on May 6, 2010. Participants will arrive by motor coach and will ride the Northstar back. Lunch and presentation will be held at the Friendly Buffalo.

2) Northstar - Supervisor Hayes advised he attended the Northstar meeting. It has been proposed that the executive committee handle items requiring voting action. It was noted that it has been difficult on occasions to take action on necessary business due to the lack of a quorum. It was further noted that all of the phase II activity occurs in

Sherburne County. The Northstar Corridor Development Authority (NCDA) is working to extend the commuter line in the most economic and efficient way possible. The NCDA has approved Amendment No. 2 to the NCDA's Joint Powers Agreement and is recommending that all of its member governmental entities act to approve it. The amendment will update the JPA to reflect current law and streamline the decision making authority and quorum requirements. Treasurer Warneke inquired of Commissioner Petersen if the legislature has considered allowing Sherburne County to institute a sales tax. Commissioner Petersen advised no action had been taken to date. Chairman Hofer read the Resolution to approve Amendment No. 2 to Joint Powers Agreement Establishing the Northstar Corridor Development Authority. Supervisor Hayes motioned to approve the resolution as read. Supervisor Stahlmann seconded. All were in favor. The motion carried.

3) Fire Board – Supervisor Stahlmann advised since the beginning of the year, fire calls have been down. The department is within budget. It was noted that the City of Big Lake has not been represented at the last two fireboard meetings; therefore, without a quorum present, no action can be taken by the Board. Commissioner Petersen advised that in the last week the fire department has been called out 57 times for grass fires and mutual aid. He further noted there has been a change in policy regarding Federal fire assistance from the refuge. They can now go 15 miles out to respond to calls in other areas.

4) Regional Park Board Meeting – Supervisor Leslie advised he attended the regional park board meeting. Other local entities represented were Orrock Township, City of Big Lake, Sherburne County, and Big Lake School District #727. There is tremendous demand for ballfields in the area. The sport of Lacrosse is gaining popularity. Supervisor Leslie advised the Regional Park Board that Big Lake Township has already committed to replacing and updating its playground equipment and therefore will not be able to make a financial contribution to a regional park. The City Park Board plans to continue to look for land and grants this year. It was determined that the City property on State Highway 25 was not suitable for a ballfield-park area due to the high volume of traffic. Supervisor Leslie stated there was no discussion regarding maintenance of the proposed ballfield-park. Supervisor Alford inquired who was making the decisions to add additional sports without doing facility planning.

BUSINESS FROM THE TREASURER

a) Aspen Hills Wastewater Treatment Facility Project Assessment – Treasurer Warneke advised the project is finished. Seeding was completed last week. He noted a couple of residents have sold their properties and deposited escrows for the system repair. They are hoping to get a final full assessment amount soon for release of additional escrow funds. Treasurer Warneke reviewed the worksheet calculating the costs, final full project amount and final assessment amounts. Treasurer Warneke reviewed the actions by the Board to date. The Township originally agreed to fund the re-construction of the facility. The engineering costs were then added. At this time, Treasurer Warneke recommended adding the Outlot I acquisition expenses. He advised the HOA did a self-imposed assessment to pay these costs. However, it seems appropriate for the Township to

include the Outlot I acquisition expenses, which include back taxes and attorney's fees so that all 78-property owners can share the cost. It was noted that the Homeowner's Association has secured ownership of Outlot I. According to Treasurer Warneke's calculations the full final cost to each of the 78 properties is \$4008.82. Several of the property owners have prepaid the Outlot I acquisition assessment to the HOA. Upon review of the worksheet, Supervisor Alfords motioned to approve the final full project costs and assessments for 2011 through 2014. Supervisor Leslie seconded. All were in favor. The motion carried.

b) Monthly Report – Treasurer Warneke reviewed the cash balance statement. He advised there was an error in the investment reporting which erroneously showed duplicate revenue of \$276,798.48 in the 102 fund. Therefore the adjusted 102 fund balance is approximately \$1,160,388. The adjusted government fund total is approximately \$2,164,886. and escrow funds total \$56,603.17. Total cash balance is approximately \$2,221,490. All funds are on track. The negative amount in the 351 debt service fund is a result of having made a payment on the debt service. Supervisor Hayes motioned to approve the Treasurer's Report. Supervisor Alfords seconded. All were in favor. The motion carried.

-Treasurer Warneke presented a worksheet demonstrating Big Lake Township's population, tax capacity and tax levy placing as compared with all Minnesota Township's. Big Lake Township ranks 2nd in population and tax levy and 4th in tax capacity.

OTHER BUSINESS FROM THE BOARD

Sherburne County Commissioner, Ewald Petersen gave several updates. He advised Sherburne County will not receive its 2011 Market Value Credit.

Supervisor Leslie gave an update on the playground teardown and installation plans occurring on April 17th, 19th, and 23rd through 25th.

Supervisor Alfords advised the 2010 recommendations for wetland monitoring and tree and planting replacement in Swanson Woods has been received from Kjolhaug Environmental Services. Supervisor Hayes motioned to have Kjolhaug Environmental Services continue with wetland monitoring and maintenance as proposed. Supervisor Alfords seconded. All 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 8:40 p.m.

Respectfully Submitted,

Laura Hayes, Clerk