

Monthly Board Meeting  
Minutes  
December 16, 2009

## **TOWN of BIG LAKE**

*"Sherburne County's First 5-Member Township Board"*

P.O. Box 75, Big Lake, Minnesota 55309

On Wednesday, December 16, 2009, 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 2 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  
                                     Todd McLouth, Township Engineer

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 Hayes seconded. All 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 Meeting 11-11-09. b) Approve cancellation of the December 23, Joint Powers Board Meeting with City of Big Lake. c) Approve Resignation of Sean Hodges from Big Lake Fire Department. d) Accept \$100. Donation from Klein Bank to Big Lake Fire Department. e) Approve Participation in DEED "Shovel Ready Sites" Program. f) Adopt Proclamation Recognizing Local Business and Manufacturing Industry. g) Implement PERA Rate Increase of .25% to Employer Additional Amount for Coordinated Plan Employees Effective January 1, 2010 and implemented on First January "Paid Date". h) Call January 20, 2010, 7:30 p.m. Sherburne County Association of Township Meeting at Big Lake Town Hall. i) Call January 21, 2010, 7:00 p.m. Annual Joint Meeting (Twp, City, SD 727 & Sherburne County) at City of Big Lake Council Chambers. j) Approve List of Claims from 11/12/2009 to 12/16/2009. (Disbursement List will be Received at Meeting). k) Approve to pay balance of 2009 bills received after 12-16-09 meeting prior to Dec. 31, 2009. It was noted that by approving item e on the Consent Agenda, the Town Board is authorizing the Township contribution of \$1,475.00 in budget year 2010 as its 50 percent share ownership of the BLIPE toward the DEED Shovel Ready Sites Program application fee. 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.

## **OPEN FORUM**

Richard Helms, Big Lake Township's Hospital Board Representative advised the hospital is considering privatization. He provided the Board with information regarding the privatization of the Hutchinson Community Hospital and advised this could be similar for the Monticello-Big Lake Hospital (New River). He further advised that the hospital is considering this change because being publicly owned puts them at a competitive disadvantage, noting all business is discussed and acted on in a public forum. He further noted being able to discuss business operations at a closed meeting would be beneficial to the doctors groups when they are discussing future operational plans. The hospital's operations would change from a tax payer funded, public owned hospital to a non-profit, 501-c3 hospital.

## **BUSINESS FROM THE CLERK**

a) Discuss Sherburne County Planning & Zoning Department Comprehensive Land Use Plan – The Board reviewed the memorandum from Sherburne County Planner, Jon Sevald regarding the draft comprehensive plan map. There was discussion regarding the comprehensive plan map depicting all Township land south the Elk River as being annexed into the City of Big Lake. Supervisor Stahlmann noted the map reserves land for the proposed Big Lake Highway 10 Bypass; which has been placed on indefinite hold according to MNDOT. He further noted the map does not address land use for any of the Township land North of the Elk River. Township Engineer, Todd McLouth noted if there is any possibility that the Highway 10 bypass will be constructed, now is the time to plan for it. Chairman Hofer noted that the property owner, not the County, should determine future development of agricultural land south of the Elk River. Clerk Hayes was directed to schedule a workshop with County Planner, Jon Sevald to discuss the plan.

b) Other-Updates-Meetings -

1) Big Lake Chamber of Commerce Membership and Participation in March Business Expo – Clerk Hayes presented Big Lake Chamber of Commerce membership and dues information. Supervisor Stahlmann motioned to become a member of the Big Lake Chamber of Commerce. Supervisor Hayes seconded. All present were in favor. Clerk Hayes advised the Chamber Business Expo will be held in March. She will present information regarding participation in the business expo at a future meeting.

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

### **TOWN ROADS**

1) Other-Updates-Meetings – Treasurer Warneke advised there was an accident at the intersection of County Road 15 and 209<sup>th</sup> Avenue. As a result, the stop sign was damaged. A temporary sign has been placed at the intersection.

- There have not been any snowplowing complaints.
- Nothing has been received from the Schwalbes regarding 191<sup>st</sup> Avenue.
- Brushing has been completed; the final bill is in tonight's claims.
- There was an issue with snow removal at the Town Hall. Damage to the lawn and clean up of the patio will be handled in the spring.

### **CHAIRMAN'S REPORT**

- 1) Other-Updates-Meetings – Chairman Hofer advised he had no new information to report on.

### **SUPERVISOR'S REPORTS**

- 1) Northstar – Supervisor Hayes advised he and Supervisor Stahlmann attended the NCDA meeting. The NCDA recapped the station grand opening events. The NCDA has approved purchase of another engine contingent upon approval from the five counties and the MET Council. Funding for the purchase of the engine would come from a super contingency fund. Other issues discussed were overnight parking and WiFi service on the trains. Supervisor Stahlmann noted that printing the schedule from the Northstar website is very difficult. Commissioner Petersen advised the City of Big Lake and Sherburne County are working on getting the park and ride lot transferred from MNDoT to Sherburne County with the intention the lot could be used for overnight parking. He further noted Metro Transit is studying the current parking lots to see if an area of the lot could be designated for overnight parking.

- 2) EDA – Supervisor Hayes advised he and Supervisor Leslie attended the EDA meeting. He advised there were some inquiries for property in the Industrial Park Expansion area.

- 3) Sherburne County Septic Ordinance Meeting – Chairman Hofer advised he and Supervisor Leslie attended the Sherburne County Septic Ordinance Meeting. He advised the County is following what is in the State Ordinance. The County can adopt more stringent ordinances; and, the Township can adopt even more stringent ordinances if they choose to do so. He noted the ordinance presented seems to meet the communities needs and therefore, it does not seem necessary to adopt additional ordinances. Supervisor Leslie advised one major change is to the size of holding tanks, which increased from 1,000 gallon to 1,500 gallons; and, having a garbage disposal will significantly increase the size of tank required. He further noted there are changes to soil sampling requirements and there is continued pressure on the MPCA to continue to allow drainfields. It was noted that if the Township determines it should create an ordinance, it has to be in place within 1 year after the County's ordinance is in place. At this time, the County has not adopted an additional ordinance.

## **BUSINESS FROM THE TREASURER**

a) Monthly Report – Treasurer Warneke reviewed the cash balance statement. Total government funds of \$2,374,698.33 and escrow accounts of \$56,563.95 totaling \$2,431,262.28 were reviewed. Treasurer Warneke reviewed the 101, 102, 103, 402 and 403 funds, noting all are within budget and solvent. He reviewed the 502 Aspen Hills Special Assessment Fund. He advised the project had an estimated cost overrun of 12%. The water table was higher than expected; therefore, material had to be imported to the site to raise the tanks above the water table. Considering the fact that no as-built was available from the designing engineer or the MPCA, a 10% to 12% cost overrun was anticipated. Supervisor Hayes motioned to approve the Treasurer's Report. Supervisor Leslie seconded. All present were in favor. The motion carried.

b) Present Audit Proposal for Year Ending 2009 from KBP & Co. – Treasurer Warneke presented the audit proposal from KBP & Co. The proposal of \$5,600. was a \$200. increase over the 2008 audit. Tom Kaliher of KBP & Co. has experience auditing the Township's Finances. Supervisor Hayes motioned to accept the audit proposal from KBP & Co. in the amount of \$5,600. Supervisor Leslie seconded. All present were in favor. The motion carried.

c) Reimburse for Notary Fees, Clerk & Treasurer – Supervisor Leslie motioned to pay the recording fee of \$100. and the filing fee of \$40. for both the Clerk and Treasurer to renew their Notary Commissions through 2015. Supervisor Stahlmann seconded. Supervisor Hayes abstained from approval of Clerk Hayes reimbursement and voted in favor of Treasurer Warneke's. 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 8:45 p.m.

Respectfully Submitted,

Laura Hayes, Clerk