



Regular Board Meeting
Wednesday October 23, 2024

The Town of Big Lake Board of Supervisors met in regular session, commencing 6:10 PM, on Wednesday October 23, 2024, 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 Chairman Bruce Aubol and the Pledge of Allegiance was recited. Supervisor Larry Alfords, Supervisor Laura Hayes, Supervisor Mark Hedstrom, Treasurer Ken Warneke, Clerk Brenda Kimberly-Maas, Deputy Treasurer Becky Guthrie, Captain Nick Christianson, Big Lake Fire Department, and County Commissioner Raeanne Danielowski were in attendance. Supervisor Dean Brenteson was absent.

Approval of Meeting Agenda

Motion/Second to approve the presented agenda by: Hayes/Alfords. Approved by: Alfords, Aubol, Hayes, and Hedstrom. Motion Prevailed. The meeting proceeded in accordance with the presented agenda.

Approval of Consent Agenda

The Consent Agenda consisted of the approval of minutes from the Joint Powers Board Meeting on October 09, 2024, minutes from the Regular Board on October 09, 2024, claims and payroll presented, and adoption of Resolution 2024-21 A Resolution Designating 2025 Polling Locations, Call for Joint Community Meeting on Thursday January 16, 2025, at 6:00PM in the City of Big Lake Council Chambers.

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

Fire Department Report

Captain Nick Christianson was in attendance and reported 2024 calls of service through the end of September at 301 – 208 City of Big Lake, 66 Big Lake Township, 12 Orrock Township, 15 mutual aid calls. Calls of interest in September included 3 fires, 3 motor vehicle accidents (MVA), 4 hazardous conditions, and 3 medical assists. Training for September of water/boat rescues and confined spaces. The department raised a flag on the CSAH 15 overpass in remembrance of 9/11.

Two members celebrated anniversaries. Daren Hardies with 20 years of service and Captain Clinton Maxson with 5 years of service. Thanks to them and their families for supporting the communities served by these men. The recent hiring campaign resulted in 10 applicants. Interviews, medical exams, physical agility testing, psychological evaluations, and background checks will be done prior to offering the applicants a position with the department. October was Fire Prevention Month. The department visited Big Lake elementary schools and taught the children about fire prevention and gave station tours to groups of children. The annual open house was held Saturday October 12th. It was well attended, and visitors enjoyed the various vendors, emergency vehicles, kitchen fire demonstration trailer, and activities for the kids – including pumpkins provided by Beck's Elk River Greenhouse.

On a different subject, Supervisor Alfords asked Captain Christianson how he was progressing with removal of unlicensed vehicles on the property he owns within the township. A condition placed on his IUP granted by the County in 2023. Capt. Christianson reported he has been working on getting the

vehicles removed.

Regular Business

Road Plowing in Meadow Estates North and Meadow Estates South

The Town Board has historically entered into agreements with developers to plow unaccepted roads. The agreements are written for one snow season or when roads are accepted – whichever comes first. There is one home occupied in Meadow Estates North and two lots have been sold in Meadow Estates South, with construction to begin soon. The town already plows 174th St. NW and adding the unaccepted roadways would not result in a significant additional cost to the township.

Motion/Second to enter into a one-season agreement to plow roads in Meadow Estates North and Meadow Estates South by: Hedstrom/Hayes. Approved by: Alford, Aubol, Hayes, and Hedstrom. None opposed. Motion prevailed.

Dan Berning, the developer, will be contacted to have the agreement signed.

Division of Snow & Ice Control responsibilities, between Big Lake Township and City of Big Lake

The Town and City have determined the division of snow and ice control on shared roads. Each agency adopts a resolution annually to establish these duties.

Motion/Second to adopt Resolution 2024-20 Division of Snow & Ice Control Responsibilities between Big Lake Township and the City of Big Lake CONTINGENT ON THE CITY OF BIG LAKE ADOPTING CITY RESOLUTION AT THEIR NOVEMBER 13, 2024 MEETING. by: Hayes/Alford. Approved by: Alford, Aubol, Hayes, and Hedstrom. None opposed. Motion prevailed.

Roads

Supervisor Brenteson reported the town's vendors have installed the 35MPH signs, brushing and trimming work is being conducted. TW Hauling is using a track hoe with rubber tracks called a forestry tender, to reach the full depth of 33' from the centerline of the road to trim trees vertically. The vehicle has a boom type device, allowing this work to be completed from the edge of the pavement. Maps for work identified during the fall road tour, have been readied for the town's vendors. Activities that will be conducted are brushing, trimming, sign work, and other various road projects. The Road Committee are working to define 2025 overlay projects. Roads being considered are Knick Knack Knoll excepting one road on the south end of the development, 172nd St – both on the north and south side of Highway 10, and 181st St. in Sleepy Hollow. The Clerk will prepare a paragraph about the 35MPH roads to be placed on the township's website.

Business from the Board – Committee Reports/Updates

Supervisor Hedstrom reported that OSHA received many testimonies regarding their proposed changes, from fire departments nationwide. OSHA is going to re-evaluate their proposed changes and take into consideration the feedback received, conduct additional comment periods, and consider situational lessons learned by departments in their revisions.

Supervisor Hayes informed the Board she attended the October SCAT – Sherburne County Association of Townships, meeting where the County gave updates on the cannabis ordinance work, they are performing. Elections for the SCAT Board Chair, Vice-Chair and Clerk/Treasurer positions were conducted, due to Baldwin's approved incorporation. Supervisor Anne Felber has been elected as the new Chair of SCAT. The position of Clerk/Treasurer did not receive any interest from other attendees. Marlene Nelson has agreed to continue in the position for the time being, while interested candidates are being sought.

Supervisor Alford inquired if there was any mechanism to revisit the fire staffing study. He expressed his concern over the move to have the Fire Chief report to the City Administrator rather than the Fire Board. Other Board members assured him the Joint Powers Board remains the authority to whom the Chief is responsible to report, as the Joint Powers Agreement will not be amended. Members of the BLFD JPB will bring this concern to the next Fire Board meeting, as well.

Treasurer's Business

Treasurer's Report

Treasurer Warneke reviewed the Treasurer's Report and financial statements with the Board. He said the fund balances are where he would expect. Accounts balances highlighted in the report included the general fund (\$ 325,499.57) and road fund (\$ 1,029,337.53) The town treasury ending balance (less escrows) after payment of approved claims was \$ 2,696,727.52 and escrow funds balance of \$ 140,914.04. The total town treasury balance: \$ 2,837,641.56.

Motion/Second to approve the Treasurer's report by: Alfords/Hayes. Approved by: Aubol, Alfords, Hayes, and Hedstrom. None opposed. Motion Prevailed. *Financial Reports are retained as part of the Official Minutes, which are available in the Clerk's Office.*

Open Forum

No open forum items.

Announcements

- Absentee & In-person early voting now through November 4, 2024 @ Sherburne Gov't Center – Auditor's Office during normal business hours (M-F 8:00AM – 4:30PM). EXTENDED HOURS are available on Saturday, Oct 26th & Nov 2nd 2024 9am -3pm, Tuesday October 29th 8am-7pm, Sunday, Nov 3rd, 2024 9am -3pm, and Monday, Nov 4th, 2024 8:30am – 5:00pm
** Absentee ballots can be returned to the County Auditor's office UNTIL 8 p.m. on Tuesday Nov. 5, 2024 – and MUST BE RETURNED IN-PERSON.
- Public Accuracy Testing of voting equipment – Tuesday October 28, 2024 @ 9:00AM @ County Government Center – Maple Rooms A&B. Town Hall Office will be CLOSED
- BLFD JPB regular meeting on Tuesday November 12, 2024 @ 5PM – Fire Station
- Next Town Board Meeting and Board of Canvass on Wednesday November 13, 2024 @ 6PM

Adjournment:

Motion/Second to adjourn Regular Board Meeting at 7:02 PM by: Hayes/Hedstrom. Approved by: Aubol, Alfords, and Hedstrom. Motion prevailed.

Respectfully Submitted,

Brenda Kimberly-Maas, Clerk

Accepted this 13th day of November 2024, by the Town of Big Lake Board of Supervisors.

Bruce Aubol, Chair

Attest: _____
Brenda Kimberly-Maas, Town Clerk