

**Becker Township Board
Town Board Meeting
January 28, 2019**

Board Members Present: Supervisors: Brian Kolbinger, Brad Wilkening, Gary Gilbert, Joe Danielson, Luke Babler, Clerk: Lucinda Messman, Deputy Clerk Fran Seeley, Treasurer: Tanya Danielson, Deputy Treasurer: Nancy Friesan (left after start of meeting)

Board Members Absent: none

Staff members present: Damien Toven (7:09 pm) – Township Attorney, Ben Wikstrom – Township Planning Consultant, Wes Davis – Township Engineer; Tony Wruck – Wruck Excavating

Others present: Joel Brott – Sherburne County Sheriff, Craig Wensmann – Bogart Pederson, Susana Kuche – Citizen Newspaper, Nicolle Hines, Marie Pflipsen – City of Becker Community Development Coordinantor, Ryan Bruers Xcel Energy, Dan Pfeiffer – Xcel Energy, Brandon & Nicole Hines; Frank Kasowski – Boulder Crossing.

Meeting called to order and quorum verified by Chair Kolbinger.

Consent Agenda approved.

- 1) Minutes - December Regular meeting
- 2) 2) Upcoming electronic fund transfers/automatic payments approval – documentation will be available at meeting.
 - a. City of Becker – water/sewer
 - b. Xcel Energy – gas and electric
 - c. Ace Disposal – container for township maintenance
 - d. Midco Business – phone and internet
 - e. Just Host – Website host
 - f. Mozy Backups (soon to be Carbonite)
 - g. Upcoming EFTS related to payroll: Federal taxes, State taxes and PERA – mandated rates.
- 3) Correspondence Accepted/Approved/Reviewed
 - a. 2019 Proposed Tax Capacity Values
 - b. County Open House and meetings – CR 93 to be held at Township Hall
 - c. 2018 New Home Permits from Sherburne County
 - d. Sherburne County Data Request for Township Officers
 - e. Telecom Construction Request for procedures
 - f. Orderly Annexation Approved by MN
 - g. Township Facts Article
 - h. 2019 Work Comp Audit
 - i. 2019 Property Tax Levy Report
 - j. LMC 2019 Officer Submission
 - k. Oak Savannah Plat Information
 - l. Land Stewardship Project
 - m. MN Dept of Ag Ag BMP Loan Program information
 - n. MAT Financial Statements
 - o. SWCD Newsletter and Tree Order Form
 - p. Septic Financial Assistance Program Information
- 4) Other
 - a. Clerk authorized to sign Clean Up Day grant application/documentation

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- b. Chair authorized to sign Mn DOT haul Route documentation
- c. Approval of Resolution 2019-01 Appointing Election Judges for March

Regular Agenda Approval

- **Motion to approve agenda as by Danielson. Second by Babler. Motion carried, all voting in favor.**

Sherburne County Sheriff's Annual Report – Joel Brott

- A copy of the report was distributed to those present and one was filed with the clerk.
- Sheriff Brott reviewed the past year of contacts occurring within Becker Township
- Criminal activity was reviewed. Specific questions as narcotics arrests were up for the Township and DUI's were down.
- Sherburne County has its own Drug Task Force.
- There is always at least one deputy assigned to Becker Township on a daily basis – 24/7.
- New Website has been upgraded and social media has been very successful.

Residential Open Forum – no one was here to speak regarding possible Bridgeview Drainage Swale – tabled until February.

Town Planning Commission/Joint Planning Board Updates – Ben Wikstrom – Township Planning Consultant

- Ordinance Amendment work
 - Defining Farm Related Business CUP Benchmarks
 - Defining Occasional Special Events CUP Benchmarks
 - Defining Farm Related Business
 - Final language for the above will go to public hearing in February
 - Still reviewing Architectural Standards.
- Revised fee schedule presented
 - Fee schedule lists a \$50 temporary use permit – board is fine with using for food truck type business and transient merchants. Intent is not to go after kids lemonade stands.
 - Public hearings needs word special added before public. Fee set to 700 to remain consistent with other special meeting costs.
 - Require a deposit with permit discussed; also discussed meaning of 1997 fee schedule.
 - Revise some of our documents to make obtaining a permit simpler/easier to understand for people – need to explain fee information better.
 - **Motion to approve fee schedule with revisions noted by Wilkening. Second by Danielson. Motion carried, all voting in favor.**

Engineer's Report – Wes Davis

- 185th Ave North section is going well and plans are getting finished. Quality assurance and control meeting between Supervisor Gilbert, Supervisor Danielson, Engineer Davis and Craig Wensmann from Bogart Pederson to try and avoid the same issues and challenges encountered with the south portion of 185th. Changing engineer's mid-stream

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and trying to accommodate a single parcel's request created several challenges that will be avoided this time.

- Goal is to advertise mid-February and have bid opening at the March meeting.
- Streamlining the pieces/Goals determined at the meeting
 - Asphalt before winter
 - Bid grubbing only
 - Have Jim Free handle tree removal – he does a nice job with care to properties
 - Completion date/timeline to be in the contract
 - Quality control procedures to be established
 - Signing – stop signs and project required ones in the contract
 - Signing – road signs – have Jeff take them down, keep them, then put them back up when project is completed.
 - North ½ will not be realigned, it will be milled in place – no need for a stockpile and there will be less ditchwork.
 - Preliminary estimate - \$600,000
 - Want a single engineer in charge – not three changing like last project and if there is a change order at least two board members must agree.
 - Q: if we bid in March, will everything get done before winter? Can we still get on with County bidding process A: should be fine.
- Engineering Standards/Updating
 - Revamping for more clarity
 - Revamping to be more professional
- Latest CIP Map
 - Now colors are based on age, and need to finish evaluating conditions
 - Lots of work, but a lot of good information here
 - Legend reviewed

Supervisor Reports

- Fire Board – Supervisor Babler
 - Typical month. Centrasota donated funds for some equipment. LPI Had a program for classes to choose an organization to donate funds to – two chose the Fire Department.
- Sherburne County Parks/Recs/Active Living – Supervisor Danielson. No meeting
- Highway 25 Coalition – Supervisor Kolbinger – no meeting
- Road Report – Supervisor Gilbert
 - Shared Road Agreement with City of Becker – distributed this evening and ready for signatures. **Motion to approve chair signing the agreement by Gilbert. Second by Babler. Motion carried, all voting in favor.**
 - Snow & Ice – lots of calls requesting more salt. Discussion regarding Township policy and how to handle
 - Accident, someone stuck, school bus issue – those get first attention
 - People are to use common sense and slow down – board consensus
 - Intersections are to be salted/sanded – board consensus
 - Mailboxes
 - w/out swing away – only repair? Goal?

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- Board consensus is to have all using Swing away mailboxes.
 - Current snow and ice policy reads that people need to follow US Post Office standards. Ordinance reads Township Standards.
 - **Motion to change Snow and Ice Policy to read Township Standards in relation to mailboxes and align with ordinance by Danielson. Second by Wilkening. Motion carried, all voting in favor.**
- Other
 - Tree trimming – going on at 5-6 locations – many interfere with school busses. Also 190th by Reibel, 170th by Messman, Cedar Crest Acres is next. This is time of year to get the oaks so to avoid Oak Wilt. The big oaks at the north end of the golf course were removed with consent of owner.
 - Tree work – if just a single tree is in the ROW, Road Supervisor to speak with owner individually. If multiple, do entire neighborhood at once.
 - Signs on hold until spring
 - County road with street signs – who is responsible? County ROW, but Township is to put up the road name signs. If there are old signs still out there, they will be coming out.
 - Coming this spring – discussion for signs on roads that have shared jurisdiction with City of Becker.
 - Development Agreement – coming along
 - Town Hall
 - Gutters look nice – insurance to be adjusted
 - Lights needed
 - Painting – one estimate received so far

Treasurer's Report

- 1099's/W-2's completed
- Deputy Nancy Friesan appointed prior to meeting. Our Treasurer, Tanya Danielson is their deputy treasurer. Common among townships to have officer be a deputy for neighboring township if no deputy required on routine basis.
- **Motion to accept Treasurer's Report by Danielson. Second by Gilbert. Motion carried, all voting in favor.**
- 2/7/2009 will be budget meeting and board of audit, here at 5:30 – need to finish by 6:30 pm
- **Motion to pay warrants 14116-14148 and pay PO 1079-1096. Total of all items \$141,618.91 by Wilkening. Second by Babler. Motion carried, 4-0-1. Supervisor Danielson abstained as they had submitted bills for services to the Township.**

Other:

- Record Destruction quotes reviewed by board members. Board Consensus to use Iron Mountain.
- Tri-County Humane Society contract reviewed. They can take dogs on evenings/weekends if authorized by Sherburne County Sheriff. **Motion to authorize**

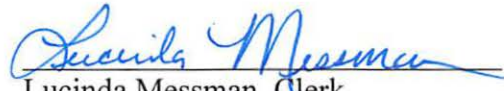
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clerk to sign documents by Babler. Second by Wilkening. Motion carried, all voting in favor.

Meeting Adjourned 8:26 p.m..



Brian Kolbinger, Chair



Lucinda Messman, Clerk

**Becker Township Board
Town Board Meeting
February 25, 2019**

Board Members Present: Supervisors: Brian Kolbinger, Brad Wilkening, Gary Gilbert, Joe Danielson, Luke Babler, Clerk: Lucinda Messman, Treasurer: Tanya Danielson

Board Members Absent: none

Staff members present: Damien Toven – Township Attorney, Ben Wikstrom – Township Planning Consultant, Wes Davis – Township Engineer

Others Present: Tony Wruck – Wruck Excavating, Dan Frank – Sherburne County Sheriff, Craig Wensmann – Bogart Pederson, Dan Achilles, Mark Opatz, Mark Branson

Meeting called to order and quorum verified by Chair Kolbinger.

Pledge of Allegiance

Consent Agenda approved as follows:

1. Minutes Approved
 - a. Regular Town Board Meeting January 2019
 - b. Fall Road Tour 2018
2. Upcoming electronic fund transfers/automatic payments approved
 - a. City of Becker – water/sewer
 - b. Xcel Energy – gas/electric
 - c. Ace Disposal – twp maintenance
 - d. Advanced Disposal –container at Town Hall (quarterly bill)
 - e. Midco Business – phone and internet
 - f. Upcoming EFTS related to payroll: Federal taxes, State taxes and PERA - mandated rates.
 - g. State of MN for building permit surcharge fees
3. Correspondence viewed
 - a. Notification of Minimum Maintenance Roads revisions sent
 - b. Danish Cemetery Request
 - c. City of Becker Parks/Rec Request
 - d. Bergan KDV Summary of Engagement
 - e. Township Benefit Program – MBA
 - f. Livonia Twp Newsletter
4. Approval given for Chair or clerk to sign documents below as presented
 - a. Final version of Arcasearch agreement
 - b. Final version of Tri-County agreement
 - c. Gopher Feet Report
 - d. Resolution 2019-02: Setting the Gopher Bounty Amount and Requirements

Regular Agenda Approval

- **Motion to approve agenda after adding items 7B: Fee Schedule and 7C: Temporary/Mobile Use Permits by Babler. Second by Gilbert. Motion carried, all voting in favor.**

Sherburne County Sheriff's Report – Sgt. Dan Frank

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139 Calls for Service

55 Traffic issues

Nothing outstanding

Snowmobile issues on Snake River trail brought up – they will handle.

Discussion regarding winter parking ordinance. Clerk to email a copy of the winter parking ordinance. Misunderstanding with Dispatch. There is no need to call snow emergency as the ordinance is in place.

Residential Open Forum –

- Mark Branson, 16990 River View Circle - Bridgeview was present with Mark Opatz, 16970 River View Circle neighbor to discuss drainage issue.
 - Corner of River View and 170th has water buildup.
 - Drainage swale between their two houses should take the water out, but there is soil that has washed into the ditch that blocks up the water now.
 - Not a lot can be done this time of year, want to make sure it gets addressed in spring
 - 1 large tree in there as well – both homeowners are fine with the tree coming out
 - They have spoken with Supervisor Gilbert
 - Gilbert: a lot of drainage easements have items growing in them. Engineer Davis and Supervisor Gilbert met with homeowner on this and will determine fix/maintenance this spring.
 - Gilbert: many homeowners are mowing/caring for these drainage easements – homeowners indicated they are willing to do so if the township will get it fixed up so they can maintain.
 - Wilkening: similar issues in other ponds located in drainage easements in the township
 - Board consensus: handle this spring. Leave name/number/email with clerk.

Town Planning Commission/Joint Planning Board Updates – Ben Wikstrom – Township Planning Consultant

- Ordinance revisions are going to Joint Planning tomorrow
 - Farm Related Business CUP Benchmarks
 - Occasional Special Events CUP Benchmarks
 - 3 new definitions being added to ordinance
 - Direct Use Agriculture Business
 - Farm Related Business
 - Production Agriculture
 - Wilkening: These are not for single events like a wedding, more for a Craft Fair using ag related products happening a couple times per year. Ordinance defines number. If it exceeds, then it is defined as a regular business and needs to move to a commercial location.
- Fee Schedule updates
 - Clerk checked with City of Becker staff. It is not hard for them to add the percentage the township is charged for credit card transactions to all credit card

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transactions. **Motion to update fee schedule to reflect that all credit card transactions are subject to the 2.5% surcharge the Township receives for use of credit card by Danielson. Second by Babler. Motion carried, all voting in favor.**

- Temporary Use Permit/Mobile Use Permit Application – form needs approval prior to use.
 - Babler: This does not impact kids lemonade type stands – right? Correct.
 - **Motion to use the Temporary/Mobile use permit application by Wilkening. Second by Babler. Motion carried, all voting in favor.**

Engineer's Report – Wes Davis

- 185th Ave North
 - Plans presented to Town Board
 - Preliminary Estimate presented, includes base layer only.
 - Plan set was given to the board
 - Specs
 - 1.5 miles reconstruction
 - 26' mat
 - 1' paved shoulder
 - 2' gravel shoulder
 - 90 degree curve on south end kept
 - Cut hills & fill dips to improve sight distance and design speed
 - Boring Reports are back
 - 5' down there is peat (area with a lot of potholes now)
 - ITT Recommends subcut 4' down then geogrid and backfill with good material
 - Plan for this section is 2" bituminous and 7" of class 5
 - Culverts
 - 33 driveways. 3 currently have culverts. Standard is to have culverts for all. Upon review – all may not be necessary. Decision will be based on engineering judgement.
 - Once completed this project will have improved design and site distances
 - Completion date – giving 40 working days or August 31st as major component completion date in case of weather constraints.
 - Next steps:
 - Open bids at March 18 Regular Town Board meeting
 - Working on an addendum with misc stuff now
 - Giving definitive end date of August 31 for substantial completion
 - Supervisors Gilbert and Danielson rode with Engineer Davis to look at the road and suggested elimination of any unnecessary culverts.
 - Board approval required to put in fewer culverts
 - Not including the tree work in the bid – want Jim Free to handle the tree trimming and any tree removal to be handled by Wruck.

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- Chair Kolbinger: for budget meeting, make sure to include the costs of tree work with the projected costs of the job
 - There are a lot of concrete driveways. Waiting to see if they can be tied in with the rest of the work
 - Wetlands are all done, just waiting on the corps permit.
 - There will be a turn lane onto County Road 4
 - Horizontal curves will not be over 55 mph or others over 30 mph. All will be signed appropriately.
 - Vertical curves will be improved as much as they can be due to budget constraints. 40-45 mph is speed for those.
 - All are still improvements from the current.
 - 'Open house' planned for after bid opening. Clerk will send letters to those living on the road.
 - Some temporary slope easements will be required
- 77th/112th work. Easements ready to go. These will be sent out after title work has been completed.

Supervisor Reports

- Fire Board – Supervisor Babler
 - Typical month. Eddy Foundation donated \$4,000
- Sherburne County Parks/Recs/Active Living – Supervisor Danielson. No meeting
- Highway 25 Coalition – Supervisor Kolbinger – no meeting due to weather
- Road Report – Supervisor Gilbert
 - Complimented Wruck Excavating on snowplowing – a few compliments came in after the past few snows. Still get complaints as well, but wanted to share some good.
 - Shoulders have been tough – push the snow out – it is very good and appreciated.
 - Mailboxes – photos shown to board groups in Woodberry Farms (see development file for photo) and on 170th Ave SE (see road files for photos). Swing away not really possible unless the spread them apart. Board consensus – swing away is the standard. No exceptions. Recommend they spread them apart and put in swing away style.
 - Most of the time people are good with understanding the reasoning, though disappointed their mailbox won't be replaced if not swing away type.
 - Snow plowing across road is getting worse. Need to update ordinance so it can be handled appropriately.
 - 107th Trash cans on road and most are not removed between trash days. Trash cans are in the way of snowplow. Do we send a letter?
 - Attorney Toven: use common sense, send a letter as they are in violation of ROW – that is in state statute. Let them know it is ok to put out for trash day, but they need to be removed.
 - Woodberry Farms – 2 cds with trees inside, boulders too
 - Photo in Woodberry Farms development file. Trim or remove?
 - This was put in by developer with no mechanism for upkeep.

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- Board consensus – view this summer, do not trim, possible removal
- Aspen Ridge trimming of oaks is going on now (Before photo in Aspen Ridge development file) – 1-2 days work by Jim Free
- Cedar Crest is waiting due to the recent snows
- Speed limit information by Minnesota Association of Townships distributed to board. Can it go on website? It explains things well.
- Shared Road Agreement with City of Becker has been completed and is official.
- Bridgeview – should we haul snow again at end of season like last year? Board consensus: Yes, it did help those residents
- Board of Audit meeting tabled until Special Town Board meeting Monday, March 4, 2019 at 6:00 p.m.. Hold with budget meeting.
- Development Agreement – nothing at this time.

Treasurer's Report

- Proposed budget sent to Supervisors for review. Needed Budget meeting – now set.
- Scenic Hills and Scenic Hills 2 – want to get these funds to Bankruptcy Attorney. Need approval of the Town Board and assistance of Attorney to do so. **Motion to send the funds to the Bankruptcy attorney as recommended. Township Attorney to assist in getting this completed ASAP by Babler. Second by Wilkening. Motion carried, all voting in favor.**
 - Attorney Toven – Treasurer to do up a letter with the information and get to he and Attorney Bourgeois. They will review and one of them will take the responsibility to find the right person to receive the funds.
- **Motion to accept Treasurer's Report by Babler. Second by Wilkening. Motion carried, all voting in favor.**
- **Motion to pay warrants 14149-14177 and pay PO 1098-1105 (void PO 1097). Total of all items \$110,722.77 by Wilkening. Second by Babler. Motion carried, 4-0-1. Supervisor Danielson abstained as they had submitted bills for services to the Township.**
- **Motion to move yearly budget meeting from beginning of year to fall. Budget meeting for 2020 to happen approximately October 2019 by Danielson. Second by Gilbert. Motion carried, all voting in favor.**

Other:

- **Motion to approve use of electronic payment to Iron Mountain for records destruction by Wilkening. Second by Babler. Motion carried, all voting in favor.**
- Clerk sent Moving to November elections material as requested. Costs of equipment for March Township election runs about \$220. Costs of everything else about \$800. No decisions
- Snowplow Contract expires in June. Supervisors Gilbert and Babler volunteered to review.
 - Supervisor Danielson asked if it was legal to do a bid request formatting so those experienced with plowing our township could do a three year vs. 1 year for those who have never plowed the township. Attorney Toven: No.

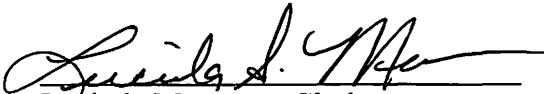
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- Is an auto renew at board discretion legal? Attorney Toven: It depends. It requires some sort of notice – 30-60-90 days or whatever and do as a one year contract.
- Attorney Toven stated that he would like to see what the board wants in writing and it can be reviewed.
- Goal is to have things ready to send out for bids or quotes in July and open and award in August.
- No other business

Meeting Adjourned 8:17 p.m..



Brian Kolbinger, Chair



Lucinda Messman, Clerk

Becker Town Board
Board of Audit Meeting
Monday, March 4, 2019

1. Call to order
2. Review Clerk/Treasurer Financials
 - a. Disbursements, Receipts, Fund balances – see schedule one's
 - b. Checkbook balancing/statement – see balancing work
3. Pick a few transactions to view original documentation/match to bank statements.
4. Review Funds received report from County Auditor
5. Confirm Tuesday, March 12, 2019 at 8:01 at Town Hall is Annual Town Meeting
6. Budget Planning – budget to be accepted at March 18 meeting
 - a. Budgeting

Fund Balances 12/31/2018 (from Schedule 1)
 Escrowed funds not included

	General Fund	\$	99,744.59
	Road and Bridge	\$	905,904.01
	Town Hall Fund	\$	71,215.92
	Fire Fund (Joint with City)	\$	262,841.30
	Fire Hall Bond	\$	20,553.77
	Fines and Fees	\$	61,778.43
	Permits	\$	2,011.80
	Park Acquisition & Development	\$	5,600.00

b. Levy Recommendation

Levy Information			
		2019	2020 Proposed
General Fund	\$	80,000.00	
Road and Bridge	\$	800,000.00	
Fire Fund	\$	80,000.00	
Town Hall	\$	15,000.00	
New Fire Fund (Bond)	\$	30,000.00	
TOTAL	\$	1,005,000.00	

Becker Town Board
Board of Audit Meeting
Monday, March 4, 2019

Present: Brian Kolbinger, Joe Danielson, Brad Wilkening, Gary Gilbert, Luke Babler, Lucinda Messman, Fran Seeley, Tanya Danielson (7:40 p.m.)

Meeting called to order at 6:00 p.m. by Chair Kolbinger. Quorum Verified.

- Board reviewed Clerk and Treasurer Records as indicated below:
 - Schedule 1, Statement of Disbursements, Receipts and Balances
 - Cash Control Report
 - Checkbook Balancing Paperwork
 - Disbursements and Receipts are reviewed monthly so only a sampling of those were selected for review. The original documentation, bank statements
 - Receipts 240377 and 240699
 - Disbursement 13924
 - **Motion to accept books as presented by Danielson.**
 - **Second by Babler. Motion carried, all voting in favor.**
- Budget Workshop – Treasurer handed out sample worksheets for budget. These values were not actual, but only something to work from.
- Supervisor Gilbert presented his listing of anticipated road expenses for the coming year. Budgets were discussed and preliminary budgets for 2019 will be distributed at the March regular board meeting.
 - Road and bridge is at 800,000 for 2019 levy and budget for 1.2 million – this was planned due to the 185th avenue north section being redone.
- We will not move 25% from permits this year, will be using the Town Hall fund for all building expenses.
- We have used up our excess funds and need to bring in what we are spending. Recommend putting the general fund at 150,000 plus the 15,000 donations

Adjourn at 7:50 p.m.



Becker Town Board

Board of Canvass

March 12, 2019

Held Immediately after the Annual Town Meeting

Supervisors Present: Brian Kolbinger, Brad Wilkening, Joe Danielson, Gary Gilbert

Supervisor Absent: Luke Babler

Board of canvass called to order. All Supervisors present were issued Board of Canvass Oath by Clerk Messman.

Board of canvass reviewed the abstract of the election as submitted by the election judges.

In accordance with MN Statute 205.185, subd. 3, the board of canvass for the Town of Becker certified the election results as stated in the election board summary statement (copy attached) as the official results for the March 12, 2019 Town of Becker Elections.

Meeting adjourned at 9:56 p.m.



Brian Kolbinger, Chair



Lucinda Messman, Clerk



Regular Town Meeting
Monday, March 18, 2019
12165 Hancock Street

MEETING MINUTES

Attending

- | | |
|--|--|
| <input checked="" type="checkbox"/> Township Chair Brian Kolbinger | <input checked="" type="checkbox"/> Township Supervisor Luke Babler |
| <input checked="" type="checkbox"/> Township Vice Chair Brad Wilkening | <input checked="" type="checkbox"/> Township Clerk Lucinda Messman |
| <input checked="" type="checkbox"/> Township Supervisor Gary Gilbert | <input checked="" type="checkbox"/> Township Treasurer Tanya Danielson |
| <input checked="" type="checkbox"/> Township Supervisor Joe Danielson | <input checked="" type="checkbox"/> Township Deputy Clerk Fran Seeley |

Absent Board Members: none

Attending Staff: Kelli Bourgeois – Township Attorney, Wes Davis – Township Engineer

Others Attendees: Tony Wruck – Wruck Excavating, Dan Frank – Sherburne County Sheriff, Craig Wensmann – Bogart Pederson, Bevin Mitchell, Cole Petroske for John Anderson, Luke Helmin, Rick Johnson, Nicolle & Brandon Hines, Jerry Fischbach, Mimi Fischbach, Dan Barringer, Gregg Hedike, Lance Bemboom, Susanna Kuehne – Citizen Tribune Newspaper.

Meeting called to order and quorum verified by Chair Kolbinger.

Pledge of Allegiance

CONSENT AGENDA – MOTION TO APPROVE BY WILKENING, SECOND BY DANIELSON – MOTION CARRIED

1. Minutes Approved
 - a. Regular Town Board Meeting February 2019
 - b. 2019 Board of Audit Minutes
2. Upcoming electronic fund transfers/automatic payments approved
 - a. City of Becker – water/sewer
 - b. Xcel Energy – gas/electric
 - c. Ace Disposal – twp maintenance
 - d. Advanced Disposal – container at Town Hall
 - e. Midco Business – phone and internet
 - f. Upcoming EFTS related to payroll: Federal taxes, State taxes and PERA – mandated rates.
 - g. State of MN for building permit surcharge fees
3. Correspondence received
 - a. Central Applicators Vegetation Control
 - b. 2019 Actual Tax Capacity Values
 - c. 2019 Net Tax Capacity and Taxable Market Values
 - d. Records Destruction Report 3/6/2019
 - e. Executed Highway 25 Coalition Document
 - f. Trash Cans in ROW Notice as sent
 - g. Sherburne County Attorney Request to Update Ordinances
 - h. City of Becker Clean Up Days' Notice
 - i. Becker Schools All Night Grad Party Contribution Request
 - j. Highway 25 Coalition information packet

- 4. Fee Schedule Resolution – final format presented for Signature by Town Chair. Resolution 2019-03: A Resolution Setting Fees and Charges Effective January 1, 2019, for the Town of Becker.

REGULAR AGENDA APPROVAL

Motion to approve agenda by Babler. Second by Danielson. Motion carried, all voting in favor.

SHERBURNE COUNTY SHERIFF'S REPORT – Sgt. Dan Frank

154 Calls for Service

12 Accidents

20 vehicles off road – speed is the issue

Trailer on 123rd taken care of in ROW

Question regarding 190th off CR16 Drug issues? No complaints received by Sheriff, though they have had suspicious vehicle calls. If public sees anything, please call the Sheriff's Department.

BID OPENING – 185TH AVENUE SE – NORTH PORTION – WES DAVIS

Bidder	Bid Bond?	Bid Price
Astech	Yes	\$ 861,903.90
Hardrives Inc.	Yes	\$ 654,450.37
Helmin Construction, Inc.	Yes	\$ 643,461.04
Knife River Corporation	Yes	\$ 624,387.25
New Look Contracting, Inc.	Yes	\$ 645,812.00

Motion to award contract to Knife River Corporation pending final review and verification of quantities by Township Engineer by Wilkening. Second by Danielson. Motion Carried, all voting in favor.

RESIDENTIAL OPEN FORUM

185TH AVENUE SE QUESTIONS/ANSWERS IN REGARDS TO UPCOMING ROAD PROJECT

- Location of impact – South of County Road 4 to 109th Street SE. It will be like the southern part.
- 26' wide mat
 - 12' lanes
 - 3' shoulders with 1' of shoulder paved, rest gravel
- Questions on curves
 - 90 degree curve stays
 - Others move to 40 mph curves
 - Vertical curves won't be worse. Engineer Davis to meet with a few people after the board meeting to review plan sets with them.
- High spots will be lowered, low spots will be raised. It will be higher than it is currently in some locations. Thinking about 6" up or down in locations. Goal is to get the road as flat as practical.
- Mailboxes will all be replaced with the standard swing-away type.
- Engineering will determine which driveways will get culvers and which will not. It can be seen on the plan set.
- If a location has an improved driveway (concrete/asphalt) – what does the Township do for the intersection?
 - Currently looking at how to minimize the parts that will need to be removed/replaced. According to Township ordinance, whatever it taken out will be replaced with bituminous (asphalt).

- If driveway has recycled asphalt now, it will end up with the same material replaced.
- Gravel driveways will end up with a 2' bituminous end where it connects to road
- South of County Road 4, wetland credits were used to raise the road a bit and fill it in so slopes needed to change to 3:1. Entire road will now have 3:1 slopes at a minimum. Some locations the slopes are flat and work – those will not change. To get the wetland work approved, had to go with 3:1 rather than the standard 4:1 slopes.
- Ditches will receive a sandy roadside mix when being re-seeded.
- Timing and access
 - During construction everyone will always have driveway access (unless waiting a few minutes for a truck to go by).
 - Start depends on weather – hoping for 6/1, but not sure at this time.
 - Plan is completion within 40 days or August 31
 - No plans for new utilities (no conduit or fiber going in), but the Township has notified utilities of the work and if they need to move items.
- Tax impact
 - This project will not raise taxes – it is part of the regular levy.
- Tree impact
 - Prior to contractor starting, the right of way (ROW) will be staked to show impacts. Trees will be properly trimmed or removed if necessary.
 - Mainly a cleanup of the Right of Way for project preparation
 - 33' from center of roadway is the area to be cleared. Some areas will be impacted more than others.
- This is an approximately 2.5 million dollar project (counting from start at South end to finish). Only the initial base layer of asphalt will be placed this year. Next year (summer 2020), the wearing course will be placed over the entire stretch of road – from CR 73 to CR 4.
- Question on the age of road – guessed around 1980. Road is at end of life – most paved planned for 20-30 years. This one is beyond that.

ACCURATE AUTOMOTIVE RIGHT OF WAY FLOODING

- Images in parcel file from yesterday – it is very deep
- Wruck pumped water from deep area into pond
- It is dry at the grass end where the drainage pond is located
- High water by the Liquor store (south end) and high water on track side and road side.
- Likely this will not occur again
- No original grading plans have been located
- Whose responsibility is it to clear this?
 - Attorney Bourgeois:
 - The property was dedicated as a public road, but there was never a road built for property. While it is acting as a driveway – it does not obligate the township to maintain, nor does it prevent the township from maintaining.
 - Whatever contractor works on this needs to be aware this is not a township project and the township is not liable. A formal arrangement should be in place.
 - Township cannot maintain a private driveway for a private business. However, since this is a Township right of way and the water is dangerous where it is located, there is a consideration due to health and safety due to the flooding. This type of severe thaw is not typical.
 - Bevin Mitchel (a former owner?) – in 2004 there were never any water issues

- Brandon Hines (owner, Accurate Automotive) – wants to verify any action he takes is legal – doesn't wish to overstep, but would like to get water out of the way. Is it ok if he takes necessary steps to remove water? Has never seen water at this level before.
- Board discussion
 - This is a township business that has the best access through the right of way
 - It is Township property – the township should probably help
 - Any Township action/work would require Town Board approval
 - Can the high area by drainage be lowered/fixed so water drains properly? Yes, it is believed so
 - Clean it up for this issue as it is a danger to the public.
 - For future, recommend use of the Cul De Sac entrance off 164th.
 - **Motion by Wilkening to handle the immediate public safety thread. Second by Danielson. Motion carried, all voting in favor.**
 - Supervisor Gilbert to work with Township Contractor to get immediate threat abated.
 - Board members will look at a drainage plan going forward

TOWN PLANNING COMMISSION/JOINT PLANNING BOARD UPDATES – Supervisor Wilkening

- Definitions added to ordinance for
 - Farm Related Business
 - Occasional Sales
 - Standards for CUP's for each
 - Composting definitions to be added next month
 - Revised architectural standards to be used – no longer prohibit post frame construction and no longer require all 4 sides to be 'fancy'.
 - Land locked parcels/easements for access – no changes as easements do not work.

ENGINEER'S REPORT – Wes Davis

185th Ave SE – North Section

- NPDS permits have been pulled
- Have been talking to individual landowners regarding driveways and trees
- Plan changes
 - Shouldering from Aggregate to 6B – ground up/recycled asphalt. Aggregate is tough to get around here
- Q: once road is ground up, how long will it be gravel? A: not as long as south ½, but it will be gravel for a while. All asphalt is staying on site to use for base.

SUPERVISOR REPORTS

Fire Board – Supervisor Babler

- New air sensor monitors have been purchased
- Replaced funds in CD

Sherburne County Parks/Rec/Active Living – Supervisor Danielson

- No meeting
- Clerk still trying to find out who is the new person to contact with questions. No response from county.

Highway 25 Coalition – Supervisor Kolbinger

- Pushing to close the study as it would allow it to be used for other purposes and go to EAW
- Meeting this Monday – hoping to finalize study
- No alternative selected yet
- Monticello dislikes one option so trying to hold up the whole process. The rest of the group wants to close the study so the investment we have made is not wasted.
- Feasibility study is next
- Goal of the group – let the process throw options out.

Roads Report – Supervisor Gilbert

- 117th Street and Bus Garage Road roadside public hearings set for Saturday, May 4th. Clerk to send notices to public.
 - 117th Street at 9 am
 - Bus Garage Road at 11 am
- Signs on County Roads
 - Working with Marlin at the county. Signs run about \$250 each and 10-12 of these are bent from County snowplows. Working to figure out who will pay cost of repair
 - Heavy gauge posts
- County Road 93 Plan Set was received.
 - **Motion to acknowledge the receipt of the plans/review and sign by Babler. Second by Gilbert. Motion carried, all voting in favor.**
- Mallard Drive
 - City plows took out some of the swing away mailboxes
 - Supervisor Babler repaired them
 - Nothing in the City contract to deal with this. This is a section the City of Becker plows. How does the board want to see this handled? Supervisor Gilbert to come to solution with Chris at the City of Becker
- A lot of ice on road calls coming in. Is there anything the board wants done about this? What is the procedure? It is bad everywhere and been a tough season. Contractor has gone out and re-scraped and sanded a few times. Board consensus – use best judgement. We cannot keep roads ice free like county – we do not have the budget. Safety is key, but people need to slow down too.
- 107th Letters regarding trash cans went out & a lot of tree trimming is being done on oaks.
- 190th and Aspen Ridge tree removal will start soon. More trash dumped on road
- Cedar Crest will be addressed after the snow is gone.
- Contractor is letting us know when they see trash – we appreciate and it is getting handled
- Signs – some are green posts, others have galvanized posts. Board consensus – use up the green until they are gone, then change to galvanized posts.
- 17065 Kenny Court
 - ROW requires survey
 - Snow piles are maxed out – need to look at this as something looks off
 - Notice sent to owners as it appears a ROW violation may be occurring
 - Plan to work with property owner to move forward
- Snow Contract
 - Move date to top
 - 1 year renewal – no bids – do quotes only
 - Options of bidding vs quoting discussed.
 - Work for next time – update maps as well
 - Consider auto renewal if go with quotes

- Plan to receive quotes in July and award by August 2019
- Supervisor Danielson – Road restrictions start tomorrow. Board consensus – no overweight permits allowed for township roads.
- Clean-up days have changed – no trash allowed this year
- Santiago Township – need to meet next month

TREASURER'S REPORT – TANYA DANIELSON

- Anastasia Jellum – needs agreement. Checks have been cut, but until Agreement is complete, they will not be mailed.
 - Called a Reverse Account Agreement
 - Attorney Bourgeois working on it – just received today
 - Motion to approve the Reverse Account Agreement once approved by Township Attorney and authorizing chair/those necessary to sign by Babler. Second by Gilbert. Motion carried, all voting in favor.
- Motion to pay warrants 14178-14208 and PO 1106-1115, this includes the release of \$202,704.20 in developer's funds, in the amount of \$281,680.32 by Wilkening. Second by Gilbert. Motion carried 4-0-1. Supervisor Danielson abstained as his company presented a claim for payment.
- Preliminary budgets were revised after Board of Audit meeting and final budgets for 2019 presented to Township Supervisors for review and approval. Motions were made as indicated below.

Budget Area	Amounts Approved		First/Second	Carried?
	Receipts Budgeted	Disbursements Budgeted		
Fines & Fees	21,400	10,250	Babler/Danielson	Unanimous
Fire Bond	30,075	41,200	Wilkening/Babler	Unanimous
Fire*	82,900	161,000	Gilbert/Danielson	Unanimous
General Fund	95,470	141,125	Babler/Wilkening	Unanimous
Permit Fund	142,025.00	142,212.50	Gilbert/Danielson	Unanimous
Road & Bridge	858,500	1,169,000	Gilbert/Wilkening	Unanimous
Town Hall	15,510	21,000	Danielson/Babler	Unanimous

- *Recommending annual increase to this budget of \$10,000 per year at this time as the surplus left from when we had to levy to cover Fire Chief salary and then Fire Chief no longer salary position has been used up.
- Motion to approve Treasurers report as presented by Danielson. Second by Wilkening. Motion carried, all voting in favor.

CLERK'S ITEMS – LUCINDA MESSMAN

- Date Reminders:
 - 3/26/2019 Short Courses
 - 4/9/2019 9 am LBAE
 - 4/18/2019 Town Law Review in Otsego
- Supervisor Babler will look into getting additional/new/altering lighting for main room.

No other business

Meeting Adjourned 8:28 p.m.



Brian Kolbinger, Chair



Lucinda Messman, Clerk



Local Board of Appeal and Equalization
Tuesday, April 9, 2019
12165 Hancock Street

Town Board Members Present: Chair Brian Kolbinger, Vice Chair Brad Wilkening, Supervisor Joe Danielson, Supervisor Gary Gilbert, Clerk Lucinda Messman

Others Present: Greg Olson - Sherburne County Assessor, David Selbitschka - Residential Assessor, Kristi Botzek - Ag Specialist, Shelly Maloney - Residential Assessor, three additional Sherburne County Assessor's office staff members

1. Meeting called to order at 9:00 a.m. by Chair Kolbinger.
2. Greg Olson reviewed 2019 Becker Township Assessment Spring Mini Abstract [attached]
3. Dave Selbitschka reviewed 2019 Valuations Becker Township handout [attached]
 - a. Questions
 - i. How does Becker Township's inventory compare with that of others in the county? Is that tracked? A: not tracked, however not a lot of platting occurring at this time
 - ii. Does the County compare/review various demographic impacts or try to predict how those impacts will affect the market? A: not really - information is based on actual data.
 - iii. What goes into setting the ratio? A: ration is assessed value divided by sales price. County goal is to maintain ratios in the 93-96% area. If it falls below 90%, there is an automatic 5% increase across the board.
4. Kristi Botzek reviewed 2019 Agriculture valuations handout [attached]
5. Patty Zimmerman, 05-519-0105 expressed concern regarding the base value of her home
 - a. Had a re-evaluation by realtor who estimated valuation at 294,400
 - b. 2018 value listed at 351,100 - felt too high for slab on grade home. More are being built, but very few to compare to.
 - c. Last year County assessor re-evaluated from 351,000 to 322,000
 - d. This year's assessment is at 336,900
 - e. Feels their value should be closer to 300,000
 - f. County Assessor offered to look at property. Not agreed
 - i. Assessor indicated median 1700 sq ft home on 2.5 acres value is average of 300,000.
 - ii. Assessor indicated this home is roughly 1900 sq ft on 5.0 wooded acres. Nice quality home they built themselves. Without solid appraisal or other information, difficult for them to make any further adjustments.

- g. Board asked why hesitation? A: private property and do not wish people in their home. Like their privacy
 - h. Supervisor Wilkening suggested having another person re-evaluate the home as well to obtain another opinion.
 - i. Methodology discussed
 - j. County assessor indicated her home is at 112% of overall sales, but when valuing against just other Ramblers, it is at 96.81%. If adjust to the 95.2% rate, valuation would be approximately 333,500.
 - k. Supervisor Kolbinger asked if board members would consider reducing value to the \$333,500 given that the County Assessor is not going to be allowed in and no other information is available (re-evaluation/appraisal) for this parcel. At this point, Supervisors do not feel there is enough information to adjust as the home is within one percent of the fair market value assessment.
 - l. **Motion by Wilkening for no change in value for parcel 05-519-0105 at this time. Second by Gilbert. Motion carried, all voting in favor.**
6. Sherburne County Assessor presented a recommendation for change in value to the 2019 Assessment for parcel 05-126-2105, Kevin and Angela Maas.
- a. Parcel has gone through DNR process to become a managed forest.
 - b. The site does not have a residence
 - c. Valuation to decrease from 180,300 to 130,300
 - d. **Motion by Danielson for a decrease in 2019 Assessment valuation to parcel 05-126-2105 as recommended by Sherburne County Assessor. Second by Wilkening. Motion carried, all voting in favor.**
7. Joe Danielson, 05-408-0210 requested re-evaluation of home. Assessor to meet him there today.
- a. **Motion by Kolbinger for no change in value for parcel 05-408-0210 at this time. Second by Wilkening. Motion carried, 3-0 with Supervisor Joe Danielson abstaining as it is his home.**

All listed homeowners may proceed to the County Board if changes are desired. County Board of Appeal and Equalization will be in June 2019.

Meeting adjourned at 10:03 a.m..



Brian Kolbinger, Chair



Lucinda Messman, Clerk



Regular Town Meeting
Monday, April 15, 2019
12165 Hancock Street

MEETING MINUTES

Attending

- Township Chair Brian Kolbinger
- Township Vice Chair Brad Wilkening
- Township Supervisor Gary Gilbert
- Township Supervisor Joe Danielson
- Township Supervisor Luke Babler
- Township Clerk Lucinda Messman
- Township Deputy Clerk Fran Seeley

Absent Board Members: Township Treasurer Tanya Danielson

Santiago Town Supervisor Jeff Pappenfus, Santiago Town Supervisor David Jehoich, Santiago Township Contractors: Jake Herbst & John Herbst

Attending Staff: Kelli Bourgeois – Township Attorney, Wes Davis – Township Engineer

Others Attendees: Tony Wruck – Wruck Excavating, Dan Frank – Sherburne County Sheriff, Craig Wensmann – Bogart Pederson, Cory Vogel, Jennifer Vogel, Gloria Donner, Tim Johanix, Michael Hollis, Ted Myers, Joanna Myers, Mary Lou & Gary Holt, Kevin Taajtes, Jill Lyon, Randy Lyon, Kirsten Davidson, Mackenzie Butler, Daniel Butler, Darrell Dunn, John Vekund, Kari Bjerga, Spencer Bjerga, Keith Stuy, Nicolle & Brandon Hines, Jake Robertson.

Meeting called to order and quorum verified by Chair Kolbinger.

Pledge of Allegiance

Oath of Office given to Brad Wilkening. Brad's new term as Supervisor, 3 years begins this evening.

CONSENT AGENDA – MOTION TO APPROVE BY WILKENING, SECOND BY DANIELSON – MOTION CARRIED

1. Minutes Approved
 - a. Regular Town Board Meeting March 2019
 - b. Local Board of Appeal and Equalization Minutes April 2019
 - c. Board of Canvass Minutes March 2019
2. Upcoming electronic fund transfers/automatic payments approved
 - a. City of Becker – water/sewer
 - b. Xcel Energy – gas/electric
 - c. Ace Disposal – twp maintenance
 - d. Advanced Disposal – container at Town Hall
 - e. Midco Business – phone and internet
 - f. Upcoming EFTS related to payroll: Federal taxes, State taxes and PERA – mandated rates.
 - g. State of MN for building permit surcharge fees
3. Correspondence received and reviewed
 - a. Executed Clean Up Days Contract
 - b. Executed Construction Contract – 185th Ave North Portion
 - c. Gopher Bounty Resolution/Reimbursement by Sherburne County
 - d. MNLTAP Training information
 - e. MN Asphalt information

- f. Windstream Bankruptcy Notice
 - g. Bogart, Pederson and Associates Bid Award letter and Abstract for 185th Ave SE North Portion
 - h. Notifications of Road Side Public Hearing for 117th Street SE and Bus Garage Road mailed
4. Approval of official designations/signatures
- a. Annual Meeting Items: Sherburne State Bank as official Depository, Citizen Tribune as official Newspaper, Posting locations to be Town Hall, City Hall and Township Website
 - b. Town Audit and Final Audit Representation letters signed
 - c. Midco Phonebook listing draft approval
 - d. Sherburne County Sale of Tax Forfeited Land approved

REGULAR AGENDA APPROVAL

Motion to approve agenda after addition of item 7d Accurate Automotive Open House and item 13d Revised Resolution for 117th Street by Danielson. Second by Babler. Motion carried, all voting in favor.

SHERBURNE COUNTY SHERIFF'S REPORT – Sgt. Dan Frank

- 167 Calls for Service
- 64 Traffic Stops
- 2 Fraud Complaints. This year the call is that there is a relative is in jail, please send money. Talk to family members. Come up with a code word to know if it is real or not.
- Minnesota Hands Free law goes into effect 8/1/2019. Flier distributed and will be placed on Township website.

RESIDENTIAL OPEN FORUM

96th Street Parking Issues

- Mr. Cory Vogel, 16995 96th Street SE, distributed a letter to all Township Supervisors. [full text in property files] regarding a recent incident
 - Board read through and asked Mr. Vogel to summarize for those present
 - Mr. Vogel lives on 96th Street. Many people in the area park on the street in front of their homes. He is never able to park on the street in front of his house
 - Vandalism has occurred
 - Today profanities were made towards him
 - His yard has been driven through
 - He wishes to know if he can park on the road in front of his house. Is this ok?
 - Is his house being targeted by the Township's parking ordinance?
 - Why can he not park his car on the road in front of his house? Others do this.
 - The Sheriff was called on this and he wants to know why he gets challenged when he does something he feels others do without issue.
- To speak to issue of just picking on a particular location, several Town Board Supervisors stated that there are other locations in the township, not just Enchanted Thicket, that experience a similar type of situation. It is not just Mr. Vogel that is being targeted with a proposed parking ordinance. Unfortunately, parking in a manner to obstruct others is a problem occurring in multiple locations throughout the township and our current right of way ordinance does not thoroughly address this issue. Township Supervisors asked if Mr. Vogel would be willing to park to the other side of his driveway

- **Attorney Bourgeois**
 - The Town Right of Way ordinance doesn't restrict parking on town streets. State Statutes come into play when parking in front of someone's driveway. While it is legal to park on township streets, it is not legal to park in a manner that prohibits others from entering/exiting their driveway.
 - State Statute 169 is for traffic regulations
 - MN§ 169.32A – states must leave 20' of clear space in front of driveways
 - MN§169.34, Subd. 1A provides that no one shall park in front of a public or private driveway
- **Mr. Ted Myers, 16988 96th Street SE**
 - Drives a semi, parks at home at night. Sometimes with a trailer, sometimes without.
 - In the last 4 years have had issues getting in and out of driveway. If not a car on the road, there are trash cans there.
 - Stated he has not spoken foul language to the Vogel's.
 - Feels the trail camera's that Mr. Vogel has put up in response to vandalism are a violation of his privacy as they take photos of his yard every time a car goes by.
- **Mrs. Joanna Myers stated prior to May of 2014 they got along with the Vogels and were friends.**
 - There are 5 homes in the subdivision with driveways right across from each other.
 - Mr. Vogel told her he doesn't like semis and the noise and will make it as difficult as possible for them.
- **Town Board**
 - If there is vandalism occurring – contact the Sherburne County Sheriff
- **Sgt. Frank**
 - Aware that at least 4/5 other locations in the Township also had mailbox damage in the past week.
 - Parking, when it is blocking a public driveway is not allowed. If Mr. Vogel will pull forward or move his car back to the other side of his drive, it wouldn't block Mr. Myers from pulling out with his semi.
 - Vehicles are not allowed to be parked in a manner that blocks someone's access to their driveway.
- **Mrs. Jennifer Vogel stated that Mr. Myers can pull his truck and trailer in and out of drive when he has on the 20' trailer.**
- **Mr. Myer stated when he has the 40' trailer on his truck, he cannot get in and out of the drive.**
- **Mr. Kevin Taatjes, 9563 172nd Ave SE stated that he has seen trash cans in front of Mr. Vogel's 3-4 days past trash day.**
- **Town Board – we have had issues with trash cans in other locations. Usually people do not realize it is a violation of the right of way ordinance to leave cans out past trash day pickups. Once a letter is sent and people realize what the ordinance says, this problem is normally alleviated.**
 - **At this time**
 - The Town Supervisors have requested that Sgt. Frank watch the right of way and parking issues.
 - Town Supervisors will review our parking ordinance.
 - Stated to Mr. Vogel that he can park in front of his home as long as the location he selects does not block anyone from pulling in or leaving from their drives.

WOODBERRY FARMS CUL-DE-SAC'S (CDS) WITH TREES AND BOULDERS IN THE RIGHT OF WAY/CENTER AREA OF THE TWO CDS.

- Daniel Butler, 9574 183rd Ave SE.
 - Disappointed in hearing the Township was going to remove all trees and boulders from the cds. Distributed a proposal and photos to the town Board. [full text and all photos in Woodberry Farms file]
 - Said neighborhood would like to maintain themselves rather than the town board clearing the area.
 - Has never seen a plow go around more than twice.
 - Have never seen an issue with these cul de sacs
 - Could push snow into the open area between Lot 1 Block 7 and Lot 1 Block 8
- Spencer Bjerga, 9589 183rd Ave SE
 - No issues with the cul-de-sacs the past 18 years
 - Most of the neighborhood is in attendance this evening
 - These cul-de-sacs views are valuable to those who live here
 - We want to keep the cul de sacs as they are since there have been no past issues
- Jill Lyon, 18156 96th Street SE
 - Lived here 16 years.
 - In the beginning – 2 cul-de-sacs with small trees, bushes and boulders within the 5' setback area
 - Has noticed that the public areas need maintenance
 - Proposing that the 23 homes meet twice per year to handle these public spaces
 - Those who signed proposal do not have an association, but they do maintain a facebook group
 - They want to take care of the public area and will keep bushes/trees/rocks out of the setback area
- Photos displayed on screen of winter in the east cul-de-sacs
- Gloria Donner, 9570 184th Ave SE
 - Lived there 17 years
 - Wants to understand why this area came up now after all these years
 - Large semis and garbage trucks do come in the area without issue.
- Randy Lion, 18156 96th Street SE
 - Why are you looking at this now
 - Understands liability and maintenance
 - Can board work with residents to figure out how to get this so we can keep art and maintain it for the future
 - It is an island with curb/trees/rocks – look at roundabouts, they have slopes to keep people from centers.
- Darrell Dunn, 18329 96th Street SE
 - There are boulders, for retention – 33' from center
- Mike Hollis, 18322 96th Street SE
 - The school bus doesn't even go into the cds
 - What about the liability from changing the speed limit to 35 rather than the 25 mph that was posted?
- (Missed name) Woodberry Farms resident read an email from another Woodberry Farms resident who had a father who does snowplowing. No copy of this email was provided to the board.
- Board members explained that liability issues are why the clearing needs to take place.
 - It hadn't been noted that this had become so overgrown until recently.
 - Inventory of all township roads has been taking place and liability issues noted.

- These two cul-de-sacs are the only ones like this (material in center) in the township
- Sherburne County approved of the material in the center of the cds, not this Town Board. No plans for funds for maintenance were made
- While the Town Board is allowed to just go in and remove everything, it is township property, they wanted to talk with homeowners first rather than just as a surprise.
- With all the snow it gets dangerous and removal difficult
- The board cannot pretend this issue doesn't exist
- The current Town Board is a different makeup than it was even 6 years ago. One of our initiatives is to get our right of ways in order and decrease liability due to right of way violations. Different boards mean different items reviewed yearly.
- If there is an accident, it is a liability on the township – thereby a liability on all taxpayers in the township
- Town Board is willing to work with residents – example: in Bridgeview area the Board worked with residents who had to remove their headwalls.
- This does create a liability for the township and its contractor – example: in another development with large rocks, the homeowner didn't remove the rock as the township had asked and the contractors blade hit one in the right of way and a 3' section of his blade came off. It is a real risk. Contractor said yes, the branches have been in the way during plowing.
- Right of way is 33' from centerline.
- Firetrucks may have an issue getting through/maneuverability may be an issue
- Board cannot continue to put off handling this – we cannot bend on liability and are willing to look an options next month.
- Speed limits
 - 25 mph was not enforceable. Ex: someone drives through at 45, nothing can be done
 - 35 mph is enforceable. Ex: someone drives through at 45 mph, a ticket can be issued
- **Attorney Bourgeois:**
 - Right of way ordinance subdivision 2 prohibits boulders greater than 6" in diameter and defines items that are prohibited.
 - Roundabouts are different structures – if the structure is inside, then it is normally dedicated to homeowners. Similar instance may be an option, but without a Homeowners association, it is not possible.
 - The plat for this area never separated the landscaped area as an outlot so it remains a part of the right of way.
 - Some type of association would be required in this type of setting – a HOA or something to take ownership/liability piece.
- Group members indicated they would be interested in forming some type of HOA or organization to take on the liability piece.
 - Randy Lyon – would it be feasible to see if we can do an association and remove the liability from the township? Neighborhood is finally full and it would allow us to work with you. We can take down the large items now
- **Motion to table a decision on this until next month by Wilkening. Second by Gilbert. Motion carried, all voting in favor.** The board will look at this area on the Spring Road Tour, but must keep in mind all liability issues. A decision will be made in May.

ACCURATE AUTOMOTIVE OPEN HOUSE

- Brandon and Nicolle Hines (owners, Accurate Automotive) – wants to verify if any permits are required for a June 1 open house.

- Depends on what will occur – Biggest issue – keep parking off roads. Email Clerk for CUP/IUP form

TOWN PLANNING COMMISSION/JOINT PLANNING BOARD UPDATES – Supervisor Wilkening

- Planning Commission recommended several ordinance changes recommended to the Joint Planning Board
 - Architectural Standard updates for Commercial, Neighborhood Commercial, and Industrial 1 and Industrial 2 districts
 - Decreased façade treatment requirements from 100% to side facing road
 - Removed restrictions on post frame building requirements
 - Adding definitions to ordinance regarding composting
- Heard and recommended a boundary line change for Heritage Trails.

ENGINEER'S REPORT – Wes Davis

- Final payment for south portion of 185th Avenue to Knife River – Retainage of 12,569. **Motion by Wilkening to pay Knife River the retainage in the amount of \$12,569. Second by Danielson. Motion carried, all voting in favor.**
- Final payment of retainage for 112th Street box culvert to M.L. Schendzielos. **Motion to pay M.L. Schendzielos \$2,783.33 retainage for the 112th Street Box Culvert work by Wilkening. Second by Babler. Motion carried, all voting in favor.**
- After final review of quantities for the 185th North portion bids, Knife River bid was accurate and awarded as indicated by the Board last month.
 - Precon is scheduled for May 8, 2019 at Becker Town Hall at 9:00 am.
 - Hoping to start in May and finish within 40 days.
 - M.L. Schendzielos will be handling the grading
 - Clearing is occurring now.
 - Talking to homeowners now regarding getting signatures for the temporary easements.
 - Skynet asked if we would consider putting in conduit when rebuilding this section of road at cost to township of approximately \$30,000. **Board consensus: No.**
- Sherburne County will be doing striping again this fall for approximately 4¢ per linear foot
 - Last year we did 185th and two cut across roads. Want permission to discuss possible other locations and decide with road supervisor. **Board consensus: Yes**
- Boulder Crossing
 - Knife River gave a price of reclaiming 6" and replacing at approximately \$6 per square foot. Cost would be approximately \$540,000 to replace that road
 - Board to look closer at the road tour and review other possible options
- Cul-de-sacs and speed limits – request came if the road is less than ½ mile and designated as residential roadway would the township sign those independent of the rest of the subdivisions? **Board: no, at this time, only the shared septic subdivisions qualify for the lower speed limits.**

SUPERVISOR REPORTS

Fire Board – Supervisor Babler

- Regular meeting
- Starting process for new handheld radios

Sherburne County Parks/Rec/Active Living – Supervisor Danielson

- No meeting
- Clerk still trying to find out who is the new person to contact with questions. No response from county.

Highway 25 Coalition – Supervisor Kolbinger

- Meeting postponed
- Board consensus – nothing should be paid to this group until full review/approval is completed.

Roads Report – Supervisor Gilbert

- 107th Addresses with Trash Cans have complied with notice
- Large rocks – still two more residents need to move them – all others have done so.
- 190th North tree work is complete
- Aspen Ridge tree trimming is complete
- 112th Street SE tree removal is complete.
- Jim Free is working on 185th Street SE
- The ‘turtle couch’ was removed from pond/swamp with assistance of property owners
- 82nd street damage viewed, will look closer on Road Tour
- Signs damaged by County – they don’t believe they damaged the approximate dozen. The cost is around \$250 per sign to replace. Working with Marlin Marquette at Sherburne County Public Works Maintenance Superintendent on this.
- Fire numbers – issue with fire numbers being put up prior to homes and vandalism occurring. Board consensus – until there is a house in place no fire signs will be placed.
- 67th Street SE – Santiago Town Board is present so we can discuss
 - Contract is May to May
 - Shared road mowing
 - Each township to maintain their ½ as far as mowing/tree trimming
 - Contract from 2005 is to stay as written
 - The west ½ of the road to CR11 needs material
 - Subgrade will be done then class 5 added
 - Quotes reviewed [full text on file]
 - Cost to be divided – quote for approx. 92,000 for entire stretch, only doing ½ the distance so cost should be about \$25,000 for each township
 - Project management – who handles/how
 - Berm on North ditch needs repair
 - Set up a date and we will look at the north ditch
 - Gary Gilbert (Becker Township) and John Herbst (for Santiago Township) will work out timing/handle the project
 - **Board Consensus (both Becker and Santiago Town Boards) to reaffirm 2005 contract with Santiago Township agreed to by both Town Boards. No changes are to be made to the contract.**
- Salida Pumping – did in one day
 - A different drainage plan is needed for a long term fix
- The Hideout signs removed due to ROW violation:
 - Recommend keep until after the Assessment hearing is completed next month.
- 17065 Kenny Court
 - ROW requires survey
 - We ran out of room for snow.
 - Some trees are already gone, notice was sent to homeowner.
 - Viewed – appears part of house may be in ROW or the GIS is off

- Need to determine fix by winter if needed
- Speed limit documentation online
 - **Motion by Wilkening, to place the speed limit document received from the Minnesota Association of Townships on the Becker Township Website. Second by Danielson. Motion carried, all voting in favor.**
- Parking
 - The parking issue brought up is not the first one that has come to our attention. The board will need to do some work on this.
 - Supervisor Gilbert took all neighboring township parking ordinances, pulled the parts that seemed most appropriate and put into this document.
 - Asking for review by all – penalties section has been reviewed and it provides an option to give the Sheriff the choice of ticketing/towing or just warning.
 - Before we could only site people for parking on the road during specific dates, now this refers to state statutes.
 - Review by board members requested and call for public hearing next month. This proposed ordinance would be a general parking ordinance.
 - Attorney Bourgeois: Draft distributed does a good job on larger items
 - State Statutes are still in place
 - It is a good start
- Road Tour – Clerk to request transit van for May 4th, 2019. Road tour to be at noon after the roadside public hearings for bus garage road and 117th.
- Snow Contract –
 - Supervisor Danielson and Supervisor Gilbert to prep/revise draft for May meeting
 - Plan to advertise after may meeting and open/receive quotes so award can be made in June
- Right of Way Ordinance revisions/combination – not ready tonight. Clerk will get revisions ready for May
- Developers Agreement – not ready tonight. Attorney Bourgeois preparing
- City of Becker is conducting Water Study in case calls come in
- Wood chips from various tree removal/right of way clearing in the township are being used to improve the horse trails at the City of Becker Park.

TREASURER'S REPORT – CLERK ASKED IF QUESTIONS AS TANYA DANIELSON COULDN'T BE HERE TONIGHT

- Earlier in the day Supervisor Gilbert asked if something was coded properly. Charges valid, just put into wrong section. Clerk to let Treasurer know.
- **Motion to approve Treasurer's report as distributed by Babler. Second by Gilbert. Motion carried, all voting in favor.**
- **Motion to pay warrants 14209-14235 and PO 1116-1131, voiding PO 1122 in the amount of \$88,214.44 by Wilkening. Second by Babler. Motion carried 4-0-1. Supervisor Danielson abstained as his company presented a claim for payment.**

TOWN HALL

- **LIGHTS**
 - 2 options discussed – keep hanging lights (they are not same period as building) or go with just the LED Cans
 - Board Consensus: pull out the old lights and put in can ones uniform throughout the building

- Motion to approve estimate from Hubbard's Electric as submitted by Babler, Second by Danielson. Motion carried, all voting in Favor.
- Wood Shakes – Roof of building and verify on Gazebo
 - Supervisor Babler and Supervisor Danielson will take care of these
- Woodpecker Hole in wooden Flagpole on Building
 - Supervisor Babler and Supervisor Danielson will take care of getting repair

CLERK'S ITEMS – LUCINDA MESSMAN

- Motion to call for public hearing for assessment charges as related to 16496 149th Street, Becker, MN to be held Monday, May 20th, 2019 at approximately 7:02 p.m. immediately following the Sheriff's Report by Wilkening. Second by Babler. Motion carried, all voting in favor.
- Easements have gone to homeowners for 77th and 112th street – Supervisor Gilbert and Clerk to work on getting documents signed as necessary
- Thank you note from Marilyn Olson read to board – thank you for the recognition of 40 years of service.
- Estimate presented for new computer for Deputy Clerk. Motion approving purchase of new computer for Deputy Clerk by Kolbinger. Second by Wilkening. Motion carried, all voting in favor.
- Date Reminders:
 - 3/17/2019 Sherburne County Association of Townships Meeting – who will attend? Supervisor Babler and Supervisor Kolbinger
 - 4/18/2019 Town Law Review in Otsego – clerk to attend

Mr. Myer asked if the trash cans in the road by his home can be addressed. Board responded that the standard letter will be sent notifying the homeowner that trash cans should be removed. Trash cans belong to the provider, it is legal to move to the end of someone's driveway.

REORGANIZATIONAL – YEARLY ACTIVITY

SUPERVISOR APPOINTMENTS/NOMINATIONS

- Board Chair: Brian Kolbinger
- Board Vice—Chair: Brad Wilkening
- Weed Inspector: Gary Gilbert
- Parks: Joe Danielson
- Fire Board: Luke Babler and Brian Kolbinger
- Alternate Town Planning Commission Member: Luke Babler
- Alternate Joint Planning Board Member: Joe Danielson
- Highway 25 Coalition & Alternate: Brian Kolbinger and Brad Wilkening
- Motion to approve the above slate to serve in positions as mentioned until after the next Township Election in March 2020 by Danielson. Second by Gilbert. Motion carried, all voting in favor.
- Road Supervisor: Gary Gilbert
- Alternate Road Supervisor: Joe Danielson
- Motion to approve Resolution 2019-06: A Resolution Designating a Road Supervisor and Alternate Road Supervisor in Conjunction with any Road Services Agreements that the Township Holds by Danielson, second by Gilbert. Motion carried, all voting in favor.

Other Items

- Board members have a goal of being careful to name which board members will handle tasks.

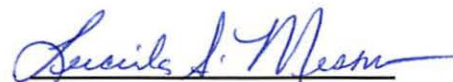
- Policies are in good order at this time. The CIP policies and Capital asset policies need to be in place as soon as possible. They are currently still being devised.
- Clerk verified that the resolution book and Town Ordinance book are in proper order.
- Clerk verified compliance with 60 day rule for planning and zoning activities
- Compensation for 2019 will remain the same as last year for all officers and deputies.
- Mileage reimbursement will continue to follow IRS Standards
- Levy Adoption Required. Levy approved for 2020 by voters at the Annual Town meeting:
 - General Fund* \$165,000
 - Road & Bridge Fund \$950,000
 - Town Hall Fund \$15,000
 - Fire Fund \$80,000
 -
 - Total Levy for 2020 \$1,210,000
 - *General Fund includes a 15,000 line item for donations. Voters recommended a maximum donation level of 15,000 for 2020. This amount includes a recommended 10,000 donation for City of Becker Parks and Rec department that serves all City and Township residents.
 - **Motion to approve final levy as indicated and approved by the voters at the annual meeting and clerk to certify to the county auditor by Wilkening. Second by Danielson. Motion carried, all voting in favor.**
- Donation Requests reviewed and approved as follows:
 - Becker All Night Grad Party* \$1,000
 - Snake River Cemetery 750
 - Becker Cemetery 800
 - Danish Cemetery 750
 - Safety Camp 800
 - Becker Parks & Rec

 10,000
 - Total of donations approved \$14,200
 - **Motion to approve donations as listed, totaling \$14,200, to be written and mailed in May by Danielson. Second by Babler. Motion Carried, all voting in favor.**
 - *Donation to All Night Grad Party requires a contract for services. As long as organization will sign, donation can be made.

No other business

Meeting Adjourned 9:14 p.m.


 Brian Kolbinger, Chair


 Lucinda Messman, Clerk

Becker Township Board
Roadside Public Hearing Meeting – 117th Street
May 4, 2019

Board Members in Attendance: Brian Kolbinger, Gary Gilbert, Joe Danielson, Lucinda Messman.

Homeowners in Attendance: Brad Hiltz

Also present: Wes Davis - Township Engineer; Tony Wruck – Township Contractor

Whereas a road now called 117th Street SE has been maintained by the township, and needs to be brought up to Township Standards for maintenance; and

Whereas the road now called 117th Street SE has an insufficient road order on file, on March 12, 2019 The Town Electors of Becker determined, via Resolution 2019-01, that it is in the best interest of the town to authorize the town board to initiate the road procedure in Minn. Stat. §167.07 without having to obtain the petition described in Minn. Stat. §164.07, subd. 1. and authorized the Town Board to initiate the road alteration procedure.

Clerk published and posted notices as required. At the next regular Town Board meeting, the Becker Town Supervisors, on March 18, 2019, did set forth a motion to Order Setting Forth the Initial Descriptions and Hearing Date for 117th Street SE Road Alteration for Saturday, May 4, 2019 at 9:00 a.m.. Meeting location to be East of the intersection of 173rd Ave and 117th Street SE to examine the road, receive public comment, consider the proposed action and act upon the order. The clerk duly notified all property owners abutting the named road, posted and published notices.

Public Hearing for 117th Street SE was called to order by Chair Brian Kolbinger.

Supervisor Gary Gilbert reviewed reasoning behind this action and the need for said action.

- The right of way is goofy for this section. This can be seen on the map distributed at the meeting.
- Existing, deeded right of way is shown in pink
- Goal is to create a center right of way with 66' widths. Currently parts are 48' wide.
- Goal is to acquire the actual road section as road orders show.
- Katies Corners portion of the road is actually platted so no acquisition is required to the North.
- Planning to add shoulders and material so the road is not sand
- Upgrade road to a good surface so it can be maintained
- Fences need to move at the Katies Corners location – they are on deeded township property

Q: if all owners don't want this will the surfacing be done? A: maybe

Proposed description: Those parts of the South Half of the Southeast Quarter of Section 27 and North Half of the Northeast Quarter of Section 34, Township 34, Range 28, Sherburne County, Minnesota, lying 33.00 feet on each side of the following described centerline: Commencing at the southeast corner of said South Half of the Southeast Quarter of Section 34; thence North 89 degrees 41 minutes 56 seconds West, assumed bearing, along the south line of said South Half of the Southeast Quarter, a distance of 1435.10 feet; thence northwesterly 130.00 feet along a

Becker Township Board
Roadside Public Hearing Meeting – 117th Street
May 4, 2019

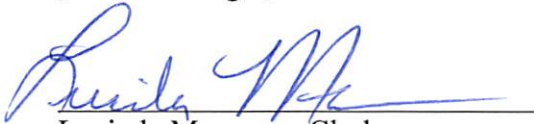
tangential curve concave to the northeast, having a radius of 150.00 feet and a central angle of 49 degrees 39 minutes 23 seconds; thence North 40 degrees 02 minutes 33 seconds West to the intersection with the southeasterly right of way line of County Highway No 51 as currently laid out and traveled and said described centerline there terminating. The sidelines shall be prolonged or shortened to terminate at said southeasterly right of way line and also at the east line of said South Half of the Southeast Quarter of Section 27 and also at the east line of said North Half of the Northeast Quarter of Section 34.

EXCEPT that part dedicated as public road on the plat of KATIE CORNERS, as filed in the Sherburne County Records Office.

Meeting Adjourned 9:16 a.m..



Brian Kolbinger, Chair



Lucinda Messman, Clerk

Becker Township Board
Roadside Public Hearing Meeting – Road known as Keith Cox
Road, Cabinet Shop Road, and Bus Garage Road
May 4, 2019

Board Members in Attendance: Brian Kolbinger, Gary Gilbert, Joe Danielson, Lucinda Messman.

Homeowners in Attendance: Pete Ewing, Adrian Berning, Kathy Buckley, Lucy Eisle, Derek Berning, Peggy Eisle, Mike Buckley

Also present: Wes Davis - Township Engineer; Tony Wruck – Township Contractor

Whereas a road now called “Bus Garage Road” has been maintained by the township, and needs to be brought up to Township Standards for maintenance; and

Whereas the road now called “Bus Garage Road” has a good road order on file, on March 12, 2019 The Town Electors of Becker determined, via Resolution 2019-02, that it is in the best interest of the town to authorize the town board to initiate the road procedure in Minn. Stat. §167.07 without having to obtain the petition described in Minn. Stat. §164.07, subd. 1. and authorized the Town Board to initiate the road alteration procedure.

Clerk published and posted notices as required. At the next regular Town Board meeting, the Becker Town Supervisors, on March 18, 2019, did set forth a motion to Order Setting Forth the Initial Descriptions and Hearing Date for “Bus Garage Road” Alteration for Saturday, May 4, 2019 at 11:00 a.m.. Meeting location to be on “Bus Garage Road” to examine the road, receive public comment, consider the proposed action and act upon the order. The clerk duly notified all property owners abutting the named road, posted and published notices.

Public Hearing for said road was called to order by Chair Brian Kolbinger.

Supervisor Gary Gilbert reviewed reasoning behind this action and the need for said action.

- Township conducted an inventory of all roads. 10 are in serious need of repair. This is one of those roads.
- When checking recordings, the legal side needs to be addressed. The road order shows where the right of way is located and the board would like to repair back to a way to allow for maintenance all the way to the section line, granting access to the Ewing property via this route.
- Goal is to cleanup the roads that are unclear in their orders and provide for better maintenance.
- This road was been plowed and graded last year, but it needs more material. Before making an investment, want everyone on the road to know what is up.
- The Township wants to get a survey completed for the road and will handle that portion.
- We want a good road so everyone can access their property. Once the road is in good repair, it is easier to keep maintained and plowed.

Lucy Eisle – concern regarding access to her parcel and location of the road

Kathy Buckley – concern regarding access

Pete Ewing – discussion of where this went as he would like to see the access

Becker Township Board
Roadside Public Hearing Meeting – Road known as Keith Cox
Road, Cabinet Shop Road, and Bus Garage Road
May 4, 2019

Section post was viewed as it is the marker of the end of the road (at field edge).

The Township would do a full staking of the area before any work would start. Order for the Engineer to do so would be done.

Road goal – by fall get paperwork ready and then end of next summer/fall get a better road in place. Estimate one week to do the project once all back work is complete.

1902 Road order recorded the portion as township property.

Supervisor Danielson took a photo of what is thought to be the section line at this time.

All owners involved provided emails to clerk.

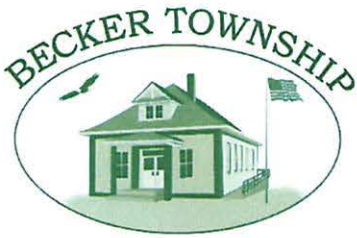
Meeting Adjourned 11:18 a.m..



Brian Kolbinger, Chair



Lucinda Messman, Clerk



Regular Town Meeting
Monday, May 13, 2019
12165 Hancock Street

MEETING MINUTES

Attending

- | | |
|--|--|
| <input checked="" type="checkbox"/> Township Chair Brian Kolbinger | <input checked="" type="checkbox"/> Township Clerk Lucinda Messman |
| <input checked="" type="checkbox"/> Township Vice Chair Brad Wilkening | <input checked="" type="checkbox"/> Township Deputy Clerk Fran Seeley |
| <input checked="" type="checkbox"/> Township Supervisor Gary Gilbert | <input checked="" type="checkbox"/> Township Treasurer Tanya Danielson |
| <input checked="" type="checkbox"/> Township Supervisor Joe Danielson | |

Absent Board Members: Township Supervisor Luke Babler

Attending Staff: Kelli Bourgeois – Township Attorney, Wes Davis – Township Engineer, Marie Pflippsen – City of Becker Community Development Director

Others Attendees: Tony Wruck – Wruck Excavating, Dan Frank – Sherburne County Sheriff, Ted Myers, Joanna Myers, Paul Kleinwachter, Shirley Kleinwachter, Bonnie Host, Cory Vogel, Jennifer Vogel, Janel Bitzan – KDV Audit Firm, Kevin Taajtes, Carrie Rehborg, Nicolle Hines, Brandon Hines, John Vecklund, Joe Holtz (arrived approx. 7:20 pm)

Meeting called to order and quorum verified by Chair Kolbinger.

Pledge of Allegiance

CONSENT AGENDA – MOTION TO APPROVE BY WILKENING, SECOND BY DANIELSON – MOTION CARRIED

1. Minutes
 - a. Regular Town Board Meeting April 2019
 - b. Road Tour Minutes May 4, 2019
 - c. Roadside Public Hearing Minutes 77th Street SE
 - d. Roadside Public Hearing Minutes 112th Street SE
2. Upcoming electronic fund transfers/automatic payments approval
 - a. City of Becker – water/sewer
 - b. Xcel Energy – gas/electric
 - c. Ace Disposal – Twp maintenance
 - d. Advanced Disposal – container at Town Hall – no bill this month
 - e. Midco Business – phone and internet
 - f. Upcoming EFTS related to payroll: Federal taxes, State taxes and PERA - mandated rates. Totaling
 - g. State of MN for building permit surcharge fees
3. Correspondence
 - a. Sherburne County – Vacation of Snake River Trail Easements
 - b. Revised Quote – Helmin Construction 67th Street SE – Joint with Santiago Twp
 - c. Updated Recycle Day (City no longer wants it called Cleanup Day) prices/items they will take
 - d. Sherburne History Center Newsletter
 - e. Census Information
 - f. Ditch Cleaning Information
 - g. 2018 Audited Financial Statements

- h. 2018 Communications Letter - Financials
- 4. Approval of official designations/signatures
 - a. Annual Tobacco License Holiday Gas Station forwarded to Sherburne County with no comments

REGULAR AGENDA APPROVAL

Motion to approve agenda after addition of KDV Audit Report after the Assessment Public hearing by Wilkening. Second by Gilbert. Motion carried, all voting in favor.

SHERBURNE COUNTY SHERIFF'S REPORT – Sgt. Dan Frank

- 112 Calls for Service
- 13 Traffic Stops
- 5 burning complaints. Reminder to check the DNR Website for timing/restrictions.

PUBLIC HEARING OPENED – 16496 149TH STREET SE, BIG LAKE ASSESSMENT OF CHARGES

Clerk reviewed timeline of notices and findings with Board members as follows:

- Violation notices were mailed three times (8/12/2016, 12/4/2017, 12/19/2017).
- Invoices January and February of 2019.
- A message regarding owner's broken leg and request for extension to remove the sign came after first notice. At that time, owner was told we would allow a three month extension.
- Voice message contact that was left the evening prior to sign removal, no other contacts were received from the property owner. Zoning did try and contact owner day of sign removal.
- Resolution regarding public hearing passed 4/15/2019.
- Notice of the public hearing for this assessment plus required pages were mailed the following day to both the property owner and a copy to the renter.
- No response has been received (mail/email/fax/voice).

Chair called for anyone in the room who wished to speak to this issue. No one came forward.

Motion to close public hearing by Danielson. Second by Gilbert. Motion carried, all voting in favor.

Motion to approve assessment for removal of signs in the right of way for the property located at 16496 149th Street SE, Becker, MN by Wilkening. Second by Gilbert. Motion carried, all voting in favor.

PUBLIC HEARING OPENED – PROPOSED PARKING ORDINANCE

Interested Parties wished to speak immediately as the proposed ordinance was made available to those requesting.

Cory Vogel

- Submitted a letter to the clerk. Letter follows as was read at the meeting and submitted in time for inclusion in the board packet.
May 13, 2019

Subject: Ordinance 2019-01 Parking Ordinance

Dear Becker Board Members,

I have a serious concern with the *Parking Ordinance* draft. Specifically, Section 4. A. 2. What is the intent of 4.A.2. language? Under this section many residents would lose street parking. For example: A semi tractor and trailer or similar equipment in size needs roughly 300' of road access to safely ingress to and egress from a single-family residential lot. Under this section, as written, would allow for this. All parking access would be restricted in this 300' of road for the exclusive use and special privilege of said equipment. Furthermore, the use and storage of large commercial and industrial vehicles is neither incidental to, nor customary in a residential neighborhood and this section 4.A.2. grants them, exclusive use and special privilege. Most residential lots, in planned developments are 200' across or less, this will greatly diminish or eliminate the use of street parking access. It would be inappropriate to restrict such a large area of parking access for neighbors.

A high percentage of all single-family residents, in planned developments, in Becker Township, use their home in the usual and customary manner which does not obstruct their neighbors use of their property or parking access. When this type of large scale activity is allowed to happen daily in a planed residential neighborhood, it almost always creates ROW/parking conflicts. By adding section 4.A.2 you are allowing for existing and future use of property in this unusual manner. I am not aware of any other townships, cities, or the State of Minnesota that have adopted this ordinance that includes any language similar to 4.A.2. By adding 4.A.2 you are protecting an unusual and non-customary way of using residential property which would most likely lead to conflicts.

Big Lake Township, Livonia Township, Big Lake, Monticello, Elk River and the State of Minnesota have adopted this ordnance almost word for word under 4.A. except, they exclude 4.A.2. These are common, long established practices and I believe they leave out 4.A.2. language out for a reason.

Section 2. Purpose. The purpose of this ordinance should be to: To protect the health, safety and general well-being of the citizens of Becker Township and to ensure safe travel. To regulate the parking of trucks, trailers and other similar vehicles and equipment of a certain size upon roadways within residential neighborhoods.

In closing, we are asking you to change the language in 4.A.2. to "In any manner that obstructs the access to public properties." Doing so would further protect and safeguard

our neighborhoods and align the proposed *Parking Ordinance* with our neighboring communities. I strongly encourage our elected officials to support this change and follow standards to serve doing good for the majority of residents.

Sincerely,
Cory and Jen Vogel
16995 96th Street | Becker, MN 55308

- Request the Town Board change the language and referenced Big Lake, Livonia and other Township Parking Ordinances.
- Curious regarding the intent of this ordinance.

Ted Myers

- It takes 85' to back in his semi, not 300 feet.
- He and his wife filed a statement to the board.

Jennifer Vogel

- What is the purpose of Section 2? Curious how the board defines safe travel as she feels semi trucks don't = safe travel. They have photos and there have been calls to the Sheriff before the semi was there. They have photos of the semi backing in.

Joanna Myers

- Submitted a letter to the clerk. Letter follows as was read at the meeting and submitted in time for inclusion in the board packet.

5/20/2019

Dear Becker Board Members,

In rebuttal to the Vogel's letter attached to tonight agenda I have a few items to point out. Neighbors would not lose their parking in front of their homes, a semi-tractor and trailer or similar equipment in size needs roughly 100 feet of road access to safely ingress to and egress from a single family residential lot. Our residential lots in Enchanted thicket are approx. 250-265 feet wide. Furthermore the use and storage of large commercial and industrial vehicles is very customary across the nation and in Becker MN. There are many neighbors in our development who utilize and have commercial and industrial equipment so to say that is it not customary is an inaccurate statement. This is not considered a exclusive use or special privilege , it is being able to use our roadway to enter and exit our driveways which does not take 200-300 feet and that everyone else is allow to do to make their living.

I believe the purpose of this ordinance should remain stated as such and to define ROW and what is and what is not allow for parking.

Furthermore garbage cans continue to remain on the roadways 20-30 feet from the drive way mouth past the day of collection evening.

Just FYI. As it was discussed at the last meeting and letters were sent out indicating that was not allow and neighbors CAN move garbage cans as they do not belong to the homeowner, should they be in the way. As stated by the board at the 4/23/2019 meeting (see meeting minutes).

Sincerely,

Ted and Joanna Myers
16988 96th st se
Becker MN 55308

- Since the last meeting, trash cans have still been in the road past the day of collection.

Chair Kolbinger called for other comments, hearing none, accepted Motion to close public hearing by Danielson. Second by Wilkening. Motion carried, all voting in favor.

Board Discussion re: Proposed Parking Ordinance

- 4.A2 is a standard statement. Legal has reviewed proposed ordinance.
- No ordinance in place now, so the Town Board is not able to stop people from parking in front of someone else's driveway. Purpose of this is to let people in and out. This is a typical ordinance.
- This ordinance states the obvious
- Attorney Bourgeois: Ordinance is very general. Most items are in state statute. Local ordinance is to follow state statute and increases/improves the ability for ordinance enforcement. State Statutes are minimal. Local Government Units can do more. The board's stated goal was to address some items as specifically as possible and include some general language. This addresses General Parking, Winter Parking, Plowing/Maintenance, Commercial Vehicles, – there are many pieces in this ordinance, it is not focused to a single area of the township.
- Neighboring Township ordinances were reviewed. Some of this language was in our Winter Parking ordinance. Baldwin and Big Lake Townships are similar to us. Ours also addresses non-working cars left on cul de sacs and other road surfaces that are left sitting. This gives us the ability to move those vehicles.
- Goal here is not to tow cars – it is to enable the board to tow cars if owners will not remove them.
- Emergency vehicles cannot fit into some areas of the township if ANY vehicles are on the road surfaces.
- School bus cannot turn around in some cul de sacs if there are parked cars in them.
- 4A2 makes sense in the scope of this ordinance
- Section 2 Purpose states we need to ensure safe travel – if a 12' lane is what is in place, no one expects parked cars on a regular basis. Example of a car ½ in driving lane and near accidents. The road is expected to be open.
- Safe Travel requires that the road needs to be clear, there are going to be big vehicles moving fast on many township roads.
- Discussion of reasons for the reasons behind keeping the right of way clear and open – provides safe travel.
- 100'/300' information from letters addressed vs. what the ordinance states.

Motion to approve Ordinance 2019-01: Parking Ordinance, An Ordinance Enacting Parking Restrictions in Becker Township by Gilbert. Second by Wilkening. Motion carried, all voting in favor.

2018 BECKER TOWNSHIP FINANCIAL AUDIT REPORT – JANELLE BITZAN, BERGAN KDV REPORTING

- A copy of the 2018 Financial Statements and Communication Letter were distributed in the Board Packet. Janelle Bitzan reviewed the following with the Town Board Supervisors
 - Overall things are good
 - Adverse opinion had to be issued to do the change in reporting method. The Township is at a size requiring a policies and procedures to be in place as a basis for condition scoring and

how that scale is used to report condition of the infrastructure assets (roads/signs/etc.). This process began over a year ago and while progress has been made, until the final policies, procedures, etc. are in place, an adverse opinion must be issued. The Township has elected to use a modified approach for infrastructure assets. She has been made aware the board is partially through the policy determination and hopes to have policies in place by end of year.

- Recommendations for implementation of this system include:
 - Maintain an up-to-date inventory of eligible infrastructure assets.
 - Perform condition assessments of the eligible infrastructure assets and summarize the results using a measurement scale.
 - Estimate each year the annual amount to maintain and preserve the eligible infrastructure assets at the condition level established and disclosed by the government.
 - Complete condition assessments of eligible infrastructure assets are performed and documented in a consistent manner at least every three years.
 - The results of the three most recent complete condition assessments provide reasonable assurance that the eligible infrastructure assets are being preserved approximately at (or above) the condition level established and disclosed by the government. The financial statements are fair in all material respects.
- Page 20 of the financial statements was reviewed with all present.
- Overall, expenses were 27,000 under budget.
- Net change in fund balances was down by \$106,000. This is a significant spend down, but Township still remains in compliance with their Fund Balance Policy. Caution not to spend too far down and fall out of compliance.
- Review of all reports with Town Supervisors.
- Other noted items
 - There was a prior period adjustment for unrecorded infrastructure capital assets (Clerk: Boulder Crossing Roads were not included in last year's inventory). This resulted in an adjustment to the beginning net position of the Statement of Activities of \$1,074,150.
 - BergankDV found zero instances of non-compliance with the MN State Auditor's Minnesota Legal Compliance Audit Guide for Towns. This guide contains seven areas of compliance testing. BergankDV did not do any compliance testing for tax increment financing (TIF) as Becker Township did not have any TIF districts as of 12/31/2018. Township Compliance was tested in the remaining six areas:
 - Contracting & Bidding
 - Deposits & Investments
 - Conflicts of Interest
 - Public Indebtedness
 - Claims & Disbursements
 - Miscellaneous provisions
 - Deficiency in internal controls noted as a material weakness due to lack of the number of staff required to properly segregate all accounting duties. For an entity of this size, it is not cost effective to segregate the duties further. Becker Town

Board is aware of this situation and continually monitors the accounting system. In addition to the board review of all financial information, the board hires an outside accounting firm review all financial information.

- No issues were encountered during the audit and all staff members were cooperative and helpful.
- Changes coming to GASB requirements overview presented. 2020 will be the first year of impact.
- Thanks to the Board for the opportunity to work for the Township and with the staff.

RESIDENTIAL OPEN FORUM

PAUL KLEINWACHTER,

- Cul-de-sac (cds) by his home was upgraded. Now water runs into driveway
- Tried sandbags at end of drive to prevent water
- Only issue he has is water
- Township was out and did a survey
- "Speedbump" installed at end of his driveway. He wants a better solution
- Inherited this issue. As he didn't cause, requests the Township figure something out.
- Supervisors viewed the Beacon image aerial of the area. The CDS is in the wrong spot. The platted right of way/road was never built connecting this cds (Oak Crest Estates, Third Addition) to the one to the north (Cedar Crest Acres).
- Someone has to fix this mess – the easements should have been completed when this was built.
- Attorney Bourgeois: there will be easements required for the Township to do any work here. Without review, cannot specify permanent or temporary at this time.
- Long term, we have an issue. Grass is over the tar as well
- Township will be in Communication with you.
- Town Road Supervisor and Engineer will meet on-site to come up with a plan to address the water drainage issue and present to the board.

BONNE HOST

- other side of road from Kleinwachters
- found out 2 years ago about road possibly going through. Why did company put in cds crooked?
- Their driveway was cut 2' in
- Supervisor Wilkening explained the process of road reclamation and how shaping of the road before the pavement may have had an impact on what may have occurred. This is a different board, so this is speculation.

WOODBERRY FARMS CUL-DE-SAC'S (CDS) WITH TREES AND BOULDERS IN THE RIGHT OF WAY/CENTER AREA OF THE TWO CDS.

- Motion to table a decision on this until June by Danielson. Second by Wilkening. Motion carried, all voting in favor.

JOE HOLTZ

- Stated he was unable to attend public hearing so didn't speak at that time. Board informed him that the public hearing was held and a vote was taken to assess charges. He may speak at this time if he likes.
- Mr. Holtz stated the following
 - The parcel in question was one piece at one time

- He refaced previously permitted signs
- Hero's split into 2 locations and he owns North of the sign
- Letters went came from the township and he told them the sign was a previously permitted sign.
- Property owned to the North has different signs
- The signs cost about \$1,800 and he doesn't believe the board could take down the sign
- Signs were destroyed and Element Arms had no issue with the signs
- Doesn't understand how sign was in violation of right of way
- Why did the board take the sign down
- It is not an off premise sign
- Accurate Automotive has a sign on their property that is not off premise because of a shared parking lot agreement. This is the reason he and Element Arms didn't remove any of the signs.
- **Attorney Bourgeois:**
 - The assessment has been moved by the board so nothing can be done.
 - This was an off premise sign
 - More notices were sent than required by law
 - These issues should have been addressed/asked when any of the notices were sent.
- **Board Chair stated the issue was decided and there will be no further discussion.**

TOWN PLANNING COMMISSION/JOINT PLANNING BOARD UPDATES – Supervisor Wilkening

- **Easy month – 1 cup request pulled from docket, other was tabled due to requirement for further information.**

ENGINEER'S REPORT – Wes Davis

- **185th Ave – Official start date of north portion was this morning.**
 - Mailboxes have been regrouped
 - Future schedule – Thursday at 9:30 am, TS Dirtworks should start reclaim
 - Clearing/Grubbing looks good
- **117th Street – County Administrator Steve Taylor sent a letter regarding proposed alteration**
 - County will grant the 66' right of way for their parcel if the township will vacate the old part of the road that is no longer used.
 - Board consensus to have Davis draft the vacation
- **Other**
 - Engineering Standards are coming along.
 - Looking at county section designs for 7/9 ton roads
 - Kraemer
 - Spoke with them regarding removing erosion control
 - Gave notice that it needs to be removed or retainage will be held
 - Secondary Driveway Application – Keith Justin
 - Placement looks good
 - Will work with him to ensure Township Standards are followed
 - **Motion to approve secondary access for Keith Justin by Wilkening. Second by Danielson. Motion carried, all voting in favor.**

SUPERVISOR REPORTS

Fire Board – Supervisor Kolbinger

- Regular meeting
- Prepping budget cycle for July 15

Sherburne County Parks/Rec/Active Living – Board disbanded, new will be forming

Highway 25 Coalition – Supervisor Kolbinger

- Next meeting 5/30/2019
- All parties agreed to a more regional development approach

Roads Report – Supervisor Gilbert

- Boulder Crossing
 - Quotes for reconstruction cost – holding off for now
- Kenny Court
 - Surveyed
 - Appears line on Beacon is right
 - Ran out of room for snow last winter
 - Legal will be needed
 - Owner will receive copy of survey once Township does
 - It is a non-conforming lot
- Tree Work – Jim working next week on 67th 153rd & more
- Vandalism & trash on 175th Avenue again – camera may be a way to find out culprits
- Signs
 - Need 5 barricades
 - All signs that need to have been removed have been. New street signs are going up
 - Haven't heard back from County regarding the signs they bent. Spoke with other townships and they held the County responsible when it happened to them
 - Shared roads signs have not been updated – more info coming.
 - Fire numbers will be fixed later this fall. Currently many are a plowing menace.
 - Joe Holtz's signs that were removed need to be held onto for a while longer yet.
- Road projects
 - 190th North – hoping to start this week
 - 77th street
 - 67th Street – revised quote
 - 112th Street – east end is ready to go
 - 117th Street – long way off
 - Bus Garage Road/157th Street SE [name found and added here after meeting]
 - Haven't used, may not need to
 - Board ordered to proceed and have clerk check minutes.
- Electronic Speed limit signs – possible township purchase – will get costs and bring back information next month. Right now we are on a list waiting for the 1 the County has and we share its use with all 10 townships and all the cities.
- Snow Policy changes reviewed. They are designed to match the Parking Ordinance dates. Motion to approve snow policy changes by Danielson. Second by Gilbert. Motion carried, all voting in favor.
- Snow and Ice Control Contract

- List vehicle under-bodies as a separate item.
- Supervisor Danielson to provide exact text for pricing sheet to clerk.
- **Motion to approve contract as presented with changes stated by Danielson. Second by Gilbert. Motion carried, all voting in favor.**
- Goal – July meeting will be bid opening for snow and ice control contract with awarding to occur at August meeting.
- **77th Street**
 - **Motion to approve Resolution 2019-08: A resolution altering a Town Road by Danielson. Second by Wilkening. Role Call Vote:**
 - Kolbinger – yes
 - Wilkening – yes
 - Babler – absent
 - Danielson – yes
 - Gilbert – yes
 - **Motion carried, all voting in favor**
 - **Motion to approve the Order the Altering a Town Road [currently known as 77th Street] by Wilkening. Second by Gilbert. Motion carried, all voting in favor.**
- **112th Street**
 - **Motion to approve Resolution 2019-09: A resolution altering a Town Road by Wilkening. Second by Danielson.**
 - Note from Engineer Davis – on the west end, it is not a full 66' wide right of way as the owners of the parcels indicated on the survey wouldn't sign an easement to the township.
 - **Role Call Vote:**
 - Kolbinger – yes
 - Wilkening – yes
 - Babler – absent
 - Danielson – yes
 - Gilbert – yes
 - **Motion carried, all voting in favor**
 - **Motion to approve the Order the Altering a Town Road [currently known as 112th Street] by Gilbert. Second by Danielson. Motion carried, all voting in favor.**

Town Hall – Supervisor Danielson

- Jim Free removed the trees needed and will grind the stumps out as well
- Painting foundation/sides of Town hall estimate at \$600. After the paint is completed dirt comes in and grading will occur.
- To fix roof/woodpecker hole, need to rent some equipment
- Lights will be complete by next time.

TREASURER'S REPORT –

- **Motion to approve Treasurer's report as distributed by Wilkening. Second by Gilbert. Motion carried, all voting in favor.**
- **Motion to pay warrants 14236-14271 and PO 1128-1137, in the amount of \$115,057.76 by Gilbert. Second by Wilkening. Motion carried, all voting in favor.**

DEVELOPER'S AGREEMENT

- Legal is reviewing – draft model should be ready next month.

SALIDA PLAT

- Legal review of history requested.
 - Attorney Bourgeois:
 - typically, a plat is not accepted until the roads are brought to township standard
 - At issue here are 164th Street SE and the Service Road as indicated on plat
 - Easements have been granted at this time
- Motion to accept 164th Street and the Service Road as Township Roads by Danielson. Second by Gilbert. Motion carried, all voting in favor.

CLERK'S ITEMS – LUCINDA MESSMAN

- Minor Extraction needs to have a fee in the fee schedule – not sure what to use as the fees are all over when reviewing other LGUs. Board stated to use 500 for a minor extraction and 700 for other. Bring draft back next month.
- New Computer with revised memory/hard drive space is good as long as it is no higher than last estimate. Clerk to install as much of the software as comfortable.
- Printer is on its last legs. Board ordered multiple estimates be brought in for next month.
- Clerk presented article request for website. Board stated no as it does not fit with policy.
- Legion notice of late night noise presented to board

Mr. Myers asked for clarification of item 4H in Parking Ordinance as pertaining to vehicle idling. He doesn't leave his semi idling overnight, but does allow 5-10 minutes in the morning when getting ready to leave. Board stated the intent is not to stop 5-10 minutes or so warm ups required, but to prevent vehicles being left running all night.

No other business

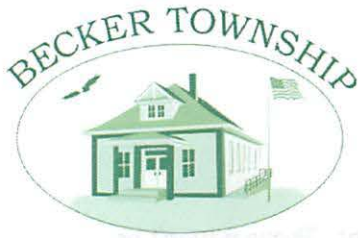
Meeting Adjourned 8:47 p.m.



Brian Kolbinger, Chair



Lucinda Messman, Clerk



Regular Town Meeting
Monday, June 17, 2019
12165 Hancock Street

MEETING MINUTES

Attending

- Township Chair Brian Kolbinger
- Township Vice Chair Brad Wilkening
- Township Supervisor Gary Gilbert
- Township Supervisor Luke Babler
- Township Clerk Lucinda Messman
- Township Deputy Clerk Fran Seeley
- Township Treasurer Tanya Danielson

Absent Board Members: Township Supervisor Joe Danielson

Attending Staff: Kelli Bourgeois – Township Attorney, Wes Davis – Township Engineer, Marie Pflippsen – City of Becker Community Development Director

Others Attendees: Tony Wruck – Wruck Excavating, Dan Frank – Sherburne County Sheriff, Ted Myers (8:30 pm), Paul Poore, MacKenzie & Dan Butler, Adam Vee, Jacob Zierden, Mark Kolbinger – Citizen Tribune Newspaper, Kevin Taatjes, Rick Johnson, Brandon & Nicolle Hines

Meeting called to order and quorum verified by Chair Kolbinger.

CONSENT AGENDA – REMOVAL OF MINUTES FOR CORRECTION. MOTION TO APPROVE REMAINING ITEMS BY WILKENING, SECOND BY BABLER – MOTION CARRIED

Consent Agenda Items:

- Upcoming electronic fund transfers/automatic payments approval
 - City of Becker – water/sewer
 - Xcel Energy – gas/electric
 - Ace Disposal – Twp maintenance
 - Advanced Disposal – container at Town Hall
 - Midco Business – phone and internet
 - Upcoming EFTS related to payroll: Federal taxes, State taxes and PERA - mandated rates.
 - State of MN for building permit surcharge fees
- Correspondence
 - ArcaSearch Job Plan
 - Danish Cemetary Thank you
 - Xcel Energy Notices
- Approval of chair signing forms for:
 - Charitable Gambling – Hideout
 - Liquor License – Hideout Liquor (was Safe Discount Liquor)

Motion to approve minutes from May 2019 after correcting a typo in the public hearing section. Both addresses should state 16496 by Babler. Second by Gilbert. Motion carried, all voting in favor.

Pledge of Allegiance

REGULAR AGENDA APPROVAL

Motion to approve agenda after striking item 6 and adding items 7f and 12e by Gilbert. Second by Babler. Motion carried, all voting in favor.

SHERBURNE COUNTY SHERIFF'S REPORT – Sgt. Dan Frank

- 90 Calls for Service
- 14 Traffic Stops
- No outstanding items this month – routine calls
- Parking complaints no longer coming. Now it has become trash can complaint. There haven't been violations when we have been there and there is nothing we can do at this time.
 - Question by resident – if the garbage cans are physically in the road, and often left there 2 days after (Monday is trash day), can anything be done? No violation has been noted in the times viewed.
- Garage door opener theft question by resident – has not occurred in Becker Township

RESIDENTIAL OPEN FORUM

RICHARD JOHNSON – 10801 185TH AVE SE

- Cement driveway being removed due to the 185th Ave SE project. A driveway section was cut out and then broke the driveway. Would like the cement replaced.
- Engineer Davis: Township has been trying to limit the amount of cement removed. Issue here is that culverts need to go in. This one is on a hill that is being cut down, so more concrete needs to be removed to make a good slope. It was cut at a joint. The contractor didn't cut all the way through the rebar that is in the concrete, missed and a slab ripped up – then it was dropped. The end of Mr. Johnson's driveway has chips missing. Ordinance states a 3' saw cut then replace with bituminous, however, with the cut down on the road and culvert now needed for this driveway, more than 3' needed to be removed for the project.
- Attorney Bourgeois: Ordinance 500 establishes that 15' from centerline is the right of way, but says nothing about culverts needed in the right of way and so this instance is outside of what the ordinance addresses. The board should be sure to state what and why whatever plan is enacted occurs. In this case, there could be a justification made to replace the material outside of the 3' back from road with like for like, but the 3' from road should follow the ordinance. The board needs to establish reasons for whatever action they take as this is likely not the only time this will occur (change in elevation or additional culvert).
- Discussion by Town Supervisors
 - Sherburne County replaces like for like
 - Understand the like for like for areas outside of the 3' to the road.
 - Investment by homeowners should be recognized and like for like would be good
 - If we do like for like in this case, it will be gravel for the rest of this year and into next since we are only putting the first lift of bituminous on this year. Second lift will occur in 2020. After the final layer of bituminous is in, the concrete could go back.
 - The 3' next to the road surface needs to stay bituminous to provide smooth path to road
 - Replacing the area beyond the 3' needs individual decisions as every case is different
 - Board consensus:
 - This project requires immediate action
 - The first 3' from road will be bituminous as stated in ordinance 500
 - After the first 3', it will be like for like for this project
 - This particular Township road project is causing a need for the driveways to be cut further back than the 3' standard. If the cut is greater than 3' back, that portion that is beyond 3' back will have like for like replacement (concrete if concrete existed

prior to start of road project, bituminous if bituminous existed prior to road project, gravel if gravel existed prior to start of road project).

- Engineer provided estimate that additional cost of approximately \$3,000 per concrete driveway using 6" of concrete and 15' of replacement. Asphalt driveway costs are approximately \$400 each.
- **Motion to approve**
 - replacing like material with like material for the 185th Avenue North phase for those driveway sections requiring more than a 3' cut due to the project specifications; and
 - like for like will only be replaced for those areas beyond the 3' area next to the road; and
 - like for like replacement will occur in 2020 when the second layer of bituminous is placed
 - like for like material is determined by what existed for the driveway surface prior to the start of the 185th Ave North phase (5/20/2019)
 - by Gilbert. Second by Wilkening. Motion carried, all voting in favor.

96TH STREET

- Mr. Taatjes spoke with the deputy this evening and doesn't understand why a trash can on the road way is not a right of way violation. Right now the trash can stays in the roadway 2-3 days after everyone else has brought theirs back up to their homes.
- Board Chair – at this point, the Town Board has done all it can and officials are monitoring the situation. We have cleaned up our ordinance in order to assist and the most we can do at this point is to make sure the ordinances are in good order.

CAREFREE COUNTRY CLUB VARIANCE REQUEST

- Paul Poore, Lot 750 [application text on file]
 - Desire to replace existing park model with one that is 1' narrower and 4' longer also add decks and MN Room.
 - Existing home is 10' into the setback. Requesting same variance as 2 years ago. The home will be no closer, but the screened porch will be 5' past the front of the house.
 - Goal is 400 sq ft park model home with 400 sq ft screened in areas (similar to ones shown in photos to the sides).
 - **Motion to recommend approval/favorable comments to Sherburne County to grant the variance request as the further build looks to conform to the images shown by Wilkening. Second by Babler. Motion carried, all voting in favor.**

WOODBERRY FARMS CUL-DE-SAC'S (CDS) WITH TREES AND BOULDERS IN THE RIGHT OF WAY/CENTER AREA OF THE TWO CDS.

- Township Attorney letter presented to those present
- Comments by Board
 - The attorney's letter makes it clear all things should be removed to decrease township liability
 - Homeowner talked about an association – has that happened?
 - Homeowners present:
 - Waiting to find out if this is a viable option – would the board go along with this?

- What would be our safety/maintenance options?
- What can we do to keep these – they are assets to us as they provide privacy and are unique to our cul de sacs.
- What is the cost for the Township's liability insurance for this?
- Township Attorney:
 - A homeowners association requires that 100% of the development agree to this
 - You will need an attorney to draft things up
 - Once a HOA is established, the township could plat out those center sections and deed them to the HOA
 - Liability is on the township at this point. If the HOA has the property deeded to them, they would require landowners to sign off on acceptance of the liability as well.
- Homeowners: We understand the liability portion, but don't understand how these cul de sac circles are different than roundabouts being established now with items in them. (asked multiple times)
- Supervisors: Using the one in Big Lake as an example: the centerpiece belongs to the lot owners and not the township.
 - Woodberry Farms is not being singled out, however they are the only ones with this type of Cul de sac. The Board is trying to clean up all right of way liability issues. Started in other developments – this one is the current one under review.
 - None of these right of way clearings have been popular, but they are necessary.
 - We know this is here and an issue. We need to make a decision soon.
 - Invite neighbors and discuss this. This is not an issue we are leaving open ended – be ready next month to have a conversation with the board:
 - Will a homeowners association be formed? If one homeowner won't sign on – it is a deal breaker.
 - Realize that this may require redrawing of lines/certifications to mortgage companies.
 - This is not a stalling tactic – it is the board's willingness to leave this option open, but it is not forever. Based on the timings you prepare/present next month, and exactly what the homeowners are willing to do, we will then make the decision of how we move forward.

MISSY – SNAKE RIVER STOP SIGN

- intersection of 120th/121st/180th Viewed and discussed
- People blow through the area, including school buses. Residents have called the bus companies and talk to neighbors they see driving too fast.
- 121st and 180th both go to dead ends. 180th has a stop sign. Even turning the stop sign the other direction would help.
- Can we get a stop sign?
- Clerk to notify Sherburne County Sheriff of issues they are having.

- Engineer Davis will check into the intersection. Also see if MUTCD recommendations indicate an additional stop sign, flipping the stop sign to the other road or what may be happening.

TOWN PLANNING COMMISSION/JOINT PLANNING BOARD UPDATES – Supervisor Wilkening

- Planning Commission reviewed Sherburne County request to see if Carefree Country Club's CUP should be reopened/amended. Reopening would be a lengthy and difficult process. Reason Sherburne County felt it should be reopened – their minutes from the 1981 meeting say that 400 lots would be present. There are 404 lots. The condition of number of lots is not in the CUP. Planning Commission recommended the CUP not be amended.
- Violation notices/checkups are mainly complaint driven. Several to be done at this time.

ENGINEER'S REPORT – Wes Davis

- 185th Ave North portion – moving forward.
 - Concrete driveway issues already discussed.
 - Class 5 starting today
 - Bituminous planned the beginning of July. So far, so good.
 - Culverts later this week
 - Partial payment requests
 - Kraemer – silt fence is gone and 70% vegetation has been established. Recommend the release of the retainage funds.
 - Motion by Wilkening to pay final retainage of \$28,093.14 to Kraemer Excavation for the 185th Ave South project portion. Second by Babler. Motion carried, all voting in favor.
 - Knife River – all on budget and a bit ahead of schedule. Recommend the release of the first partial payment.
 - Supervisor Gilbert: TS Dirtworks did a very good job.
 - Motion by Gilbert to pay first partial payment in the amount of \$ 223,387.31 to Knife River for the 185th Ave North project. Second by Babler. Motion carried, all voting in favor.
 - Once 185th is finished, there will be a lump sum analysis of signs and bituminous ratings throughout the township by Engineer and Supervisor Gilbert. Goal is to get this step finished prior to Engineer Davis heading out for bridge inspections in September.
- Kenny Court survey has been completed – will get a drafted version to clerk and homeowner

SUPERVISOR REPORTS

Fire Board – Supervisor Babler

- Regular meeting
- Prepping budget cycle for July 15
- Last year BNSF made a 10,000 donation for wildfire gear. Actual cost is \$11,000, voted to purchase.

Highway 25 Coalition – Supervisor Kolbinger

- Pulled back together and now looking at a regional study for economic development.
- Next step – bringing in a third party for the study

- Looking at the overall economic development of the region including Becker, Big Lake and Monticello
- Process is continuing and back on a regular schedule

Roads Report – Supervisor Gilbert

- Tree trimming on 67th Street is complete
- 77th Street – Jim Free still working there and on assorted others
- Vandalism three times in various locations in the township this past month – chairs/garbage/tires
- Jeff Peterson took out 100 signs that do not need to be replaced
 - 95% done with those that do need to be replaced
 - On track for finishing
 - 5 barricades to put up
 - Fire numbers after regular sign work
 - County is not responding on the bent signs. Other townships have held them to their responsibility. How does the township want to proceed? Board consensus – Clerk will send a formal letter to the county listing out the damaged signs.
- Road Projects
 - 67th Street/Townline road – to start any day now
 - 190th Street – starting anytime now
 - 77th Street – starting after 190th is complete
 - 112th Street – after 77th street is complete
 - 185th Ave South end – dirt pile at Chad Arthur’s silt fence to be removed and driveway need to be fixed
 - Board Consensus for areas to be staked/surveyed using the permanent green right of way stakes:
 - 2 cul de sacs & Township right of way in Monticello area
 - 172nd Ave cds in Oak Crest Estates
 - 172nd Ave cds in Deer Ridge
 - Township parcel 05-422-0110
 - Township Right of way that is from
 - Oak Crest Estates Third Addition from 168th Street SE (S27 T33 R28)
 - connecting to Cedar Crest Acres 166th Street SE (S22 T33 R28)
 - 164th Ave SE (S16 T34 R28) Mr. Peterson doesn’t feel the plat is correct. He is looking for some documentation that shows where his parcel is located. We will give him some time to locate his documents before proceeding on this road.
 - Boulder Crossing
 - 22 Certificate of Occupancies issued at this time (30 required for Twp to take over road maintenance). 6 are very close
 - Frank Kasowski, Jr., has requested what is expected of him at this time
 - Attorney Bourgeois – responsibility for the cracks/improvements are likely on the Township as they already accepted the roads. Final take on this situation will be issued in writing after review of materials
- Snow/Ice Control Contract – clerk presented draft of the pricing page for review prior to sending out for bids/advertising. Board wrote down the edits for underbody blades. Ads to go out for bid opening in July.

Town Hall – Supervisor Babler

- Landscaping – being handled by Supervisor Danielson
- Building – woodpecker still around – cedar shakes have been purchased and both will be handled once we can rent the appropriate equipment
- Lights – need more by file cabinet and planning to remove the three large white ones. Chandelier discussed but no action.
- Foundation has been painted.

Fee Schedule Revisions

- Minor Extractions/Major Extractions/Parking ordinance fees and utility fees reviewed
- **Motion by Wilkening to approve Resolution 2019-10: A Resolution setting fees and charges effective June 21, 2019 with the following:**
 - Minor Extractions \$500
 - Major Extractions \$700
 - Parking violations \$100 each
 - Utility permits \$150 each
 - **Second by Gilbert. Motion carried, all voting in favor.**

Developers Agreement

- Draft agreement presented to the board
- This is a working document, so changes likely desired
- Still includes a cash escrow as it is safest for the township and helps insure the development is completed and meets township standards.
- Cleanup has occurred for parts
- Discussion of past history
- Item #10 since Township is handling its own planning and zoning now, needs review
- Staff requested to send digital comments to Attorney Bourgeois

Township Celebration

- Township is turning 150 in January 2021. Clerk asked if the board wants a celebration planned? Yes

TREASURER'S REPORT – TANYA DANIELSON

- Treasurer requested Supervisors evaluate/vote on claim submitted by clerk on 6/3/2019. Claim was for lunch at Mongo's grill but didn't indicate who ate and also mileage was in the clerks claim - Treasurer unsure either should be paid. Clerk mentioned it involved in taking the minutes and road record books to Arcasearch for scanning and had checked with Chair first. Chair stated he had told this clerk he thought these actions would be fine. Board handwritten votes: Disallow Babler, Gilbert and Wilkening. Approve Kolbinger. Claim/mileage denied and clerk to return the funds for both the township.
- **Motion to pay warrants 14272-143044 and PO 1138-1149, in the amount of \$354,073.47 by Gilbert. Second by Babler. Motion carried, all voting in favor.**

CLERK'S ITEMS – LUCINDA MESSMAN

- Computer has been installed.

- One issue, did not realize support for the Adobe Acrobat software the Deputy Clerk uses daily had been ceased and the version is no longer available free of charge. Request for permission to purchase a copy of Adobe Acrobat 2017. Estimate stated as \$264 for a single license. Purchase authorized.
- Missing Minutes – After reviewing minutes from 1871 to present for metadata, Clerk has verified that several sets of minutes are missing from the record. They are as follows:
 - May 31, 1979 Closed meeting minutes
 - June 26, 1979 Special meeting minutes
 - April 7, 1980 Road Tour Findings
 - Clerk will continue searching for the missing documents as there are still many boxes of documents to go through and if they come to light, will notify board.
- New printer estimates discussed, Purchase approved through Data Success, Inc.
- Bugs are an issue – exterminator approved.
- Mortgage holdups occurring for 77th and 112th street road projects. Attorney Bourgeois recommended the board consider not letting these delays hold up the project as the easements have already been recorded.
- Speed limit sign – clerk missed email with estimates sent. Supervisor Gilbert: proposals are between \$3,000 and \$4,000. County only has one sign – sharing is tough and if we are lucky we can get one road a summer. If we set up the sign and go pull the info it tracks dates and information. Otherwise if we set up the sign and use a service, it runs about \$1500 per year for the subscription. Will discuss next month.

Mr. Myers was working and couldn't arrive earlier. He asked for an update on 96th Street.

- Board has done all they can do at this point
- Sheriff has been going out there
- There is only so much the board can do

No other business

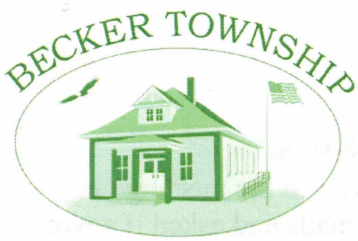
Meeting Adjourned 9:05 p.m.



Brian Kolbinger, Chair



Lucinda Messman, Clerk



Regular Town Meeting
Monday, July 15, 2019
12165 Hancock Street

MEETING
MINUTES

Attending

- | | |
|--|--|
| <input checked="" type="checkbox"/> Township Chair Brian Kolbinger | <input checked="" type="checkbox"/> Township Supervisor Joe Danielson |
| <input checked="" type="checkbox"/> Township Vice Chair Brad Wilkening | <input checked="" type="checkbox"/> Township Clerk Lucinda Messman |
| <input checked="" type="checkbox"/> Township Supervisor Gary Gilbert | <input checked="" type="checkbox"/> Township Deputy Clerk Fran Seeley |
| <input checked="" type="checkbox"/> Township Supervisor Luke Babler | <input checked="" type="checkbox"/> Township Treasurer Tanya Danielson |

Absent Board Members: none

Attending Staff: Kelli Bourgeois – Township Attorney, Wes Davis – Township Engineer, Marie Pflippsen – City of Becker Community Development Director, Marilyn Danielson – Becker Joint Fire Board Secretary

Others Attendees: Tony Wruck – Wruck Excavating, Dan Frank – Sherburne County Sheriff, Carrie Rehborg, Richard Gulbrandsen, Matt & Casey Koester, Scott & Nicole Girard, Paul Muenzhuber, Jeannie Smallish, Tony Wruck, Adam Vee, Dan Butler

Meeting called to order and quorum verified by Chair Kolbinger.

CONSENT AGENDA

MOTION TO APPROVE BY WILKENING, SECOND BY DANIELSON – MOTION CARRIED

Consent Agenda Items:

- Regular Town Board Meeting Minutes June 2019
- Upcoming electronic fund transfers/automatic payments approval
 - City of Becker – water/sewer, Xcel Energy – gas/electric, Ace Disposal – Twp maintenance, Advanced Disposal – container at Town Hall, Midco Business – phone and internet, Upcoming EFTS related to payroll: Federal taxes, State taxes and PERA - mandated rates, State of MN for building permit surcharge fees
- Correspondence
 - National Night to Unite City of Becker, District 7 Township Meeting Notice, Public Hearing Notice Sherburne County Ordinance Changes, CSW Notice of Termination 185th Ave South, Clean-up day 2019 Report to Sherburne County, MN Wage Theft Laws, Financial Statements Submitted Confirmation, Records Destruction Report, Data Requests, Gravel Road Management, All Night Grad Party Thank you, Demographic Report 2018 Population
- Approval of official designations/signatures
 - Letter to Sherburne County Public Works

Pledge of Allegiance

REGULAR AGENDA APPROVAL

Motion to approve agenda by Babler. Second by Gilbert. Motion carried, all voting in favor.

SHERBURNE COUNTY SHERIFF'S REPORT – Sgt. Dan Frank

- 96 Calls for service
- No unusual items at this time
- Hands free begins 8/1/2019 and ticketing will be active on that date due to the extensive campaign to let everyone know it is coming. Sheriff's department is also going hands free (not required for them, but for safety they are). Fine is \$50 for first offense. Second is \$225 and all go on driving record.

WOODBERRY FARMS CUL-DE-SAC'S (CDS)

TREES AND BOULDERS IN THE RIGHT OF WAY/CENTER AREA OF THE TWO CUL-DE-SAC'S.

- Emails came in from several residents and were provided to the Supervisors prior to the meeting via meeting packet. [Full text of each on file] Chair Kolbinger referenced these emails and asked if anyone present would like to comment before discussion.
 - Carrie Rehborg stated, in summary, their questions including
 - Re: Liability – would a reflective sign mitigate the Township's liability for these cul-de-sacs?
 - Paying to remove these cul-de-sacs seems impractical unless removal would increase savings to the township by decreasing liability insurance costs.
 - Can the Woodberry Farms plat be modified to allow these as an outlot?
 - Would maintenance costs per year decrease?
 - Does this have to be a Homeowners Association in order to have the group take on the liability for the area under discussion?
 - Chair Kolbinger reviewed some of the history that brought us to this point.
 - Supervisors concerns relate to liability placed on the Township and the exposure to the entire Township if they do not handle all areas with objects in the right of way as they are brought to the board's attention.
 - Our insurance provider has stated that a sign or lack of sign won't matter in this case as it gets to the physical obstructions in the Township's Right of Way.
 - These cul-de-sacs were dedicated to the Township, not a homeowners association. These are the only cul-de-sacs of this type in the township, however, not the only location that the Town Board has been removing obstructions. This is unusual in that the obstructions are in cul-de-sacs.
 - Anything that can be hit and do damage creates liability for the Township. This includes if a contractor's employee is injured while working (example of plow loosing blade on a rock in another location this past winter in the township discussed).
 - This is not a round-a-bout, but a road with an obstruction built in the middle of the right of way.
 - The Township is willing to consider going through the re-platting process to dedicate the interior sections to an HOA after the formation of a Home owners association for Woodberry Farms. The area under discussion can only be dedicated to a Homeowners association.
 - Attorney Bourgeois: Right of way is dedicated with the plat. To change the dedication, everyone benefitting has to agree to the benefit received. Those present for Woodberry Farms stated that realistically, they cannot get a homeowners association created.
 - This is a known obstruction to the right of way. The center areas are dedicated right of way. These two cul-de-sacs are Township right of way for past/present/future liability concerns.
 - Discussion of various options took place/curbs/gutters/trees/rocks/etc.. Costs will fit under regular maintenance of town roads, this is not something to compare cost to remove vs. liability as Town Supervisors view removal of trees/rocks from right of way a maintenance item.
 - Township Supervisors agree they do not want to accept the liability of these cul-de-sacs in their current state with large rocks and trees. Future cul-de-sacs will not be allowed in this manner either. Planning when these were put in did not look very far to the future.
 - Supervisor Babler: If curb can remain and rocks/trees are removed, how about wildflowers/grass? Those present stated they would appreciate wild grass or nice looking centers as these cul-de-sacs have value to those living there and this is a nice looking

development. Question regarding repair to sign entering development. Homeowners present stated it was going to be done.

○ **Summary**

- Homeowners association won't work
 - Liability must be addressed – this is one of the highest liability issues at this time.
 - At this time, the concrete curb will stay until the road is replaced in the future. At that time, the cul-de-sacs are to have curbing/grass interiors removed and be paved like the other cul-de-sacs in the Township.
 - Supervisor Gilbert will work with a single contact from Woodberry Farms to have the trees or rocks placed at close locations for those who want the items. Rocks are not to be placed in right of ways at homes.
 - Carrie Rehborg will be the main contact for this. She will send information to the clerk.
- Swing Away mailboxes briefly discussed – goal is to have all mailboxes located outside the cul-de-sac – before entry. If they are placed at the exit, snow loads can damage/break them. Mailboxes to be 44” minimum height and located at the back of the shoulder.

Carefree Country Club Lot 197 Variance Request

- Applicants want to put a park model trailer on the lot
- There is already a deck in place – park model to be 11'x37'
- Carefree encourages residents to follow codes
- Variance is required due to location of Fredricks Slough
- **Motion to recommend approval as it makes no significant changes to the look of the area by Kolbinger. Second by Danielson. Motion carried, all voting in favor.**

Secondary Access Requests

- John Stich, applicant; Scott & Nicole Girard, homeowners. 17783 126th Street SE, Becker.
 - Scenic Hills
 - Drawing viewed/Beacon aerial viewed
 - Engineer Davis – opinion
 - They meet spacing requirements
 - They are outside the setback requirements
 - Recommendation for approval contingent upon final inspection matching plans, culvert design as discussed and no damage to the road surface.
 - **Motion to approve the secondary access permit application for Scott & Nicole Girard by Wilkening. Second by Babler. Motion carried, all voting in favor.**
- Matthew & Cristy Koester, 17831 126th Street SE, Becker.
 - Scenic Hills
 - Drawing viewed/Beacon aerial viewed
 - Engineer Davis – opinion
 - They meet spacing requirements
 - They are outside the setback requirements
 - Recommendation for approval contingent upon final inspection matching plans, culvert design as discussed and no damage to the road surface.
 - **Motion to approve the secondary access permit application for Matthew & Cristy Koester by Wilkening. Second by Danielson. Motion carried, all voting in favor.**

Bridgeview Cul-de-sac Drainage

- Richard Gulbrandson sent photos into board showing high water levels/swamp located near his home 16998 175th Ave SE, Bridgeview Subdivision

- Continually pumping water from the basement
- Question/goal – he would like someone to meet at this place as he has an idea that may make things drain properly.
- History of this area discussed.
- Supervisor’s directive to send engineer out with road supervisor to see what ideas there may be and report back next month.
- Mr. Gulbrandson to contact Supervisor Gilbert next week. Clerk to assemble history for review.

7:59 pm Motion to recess at this time to allow the Annual Joint Fire Board meeting to take place. Becker Town Board Meeting will resume immediately after the Fire Board meeting in this same location by Danielson. Second by Babler. Motion carried, all voting in favor.

Recessed for Joint Fire Board Annual Meeting

Becker Town Board called back to order at 8:15 p.m..

TOWN PLANNING COMMISSION/JOINT PLANNING BOARD UPDATES – Supervisor Wilkening

- University of Minnesota Experiment Station will be building at their new site. They are exempt from local permit requirements.
- Denial of IUP for The Hideout based on lack of compliance with prior one, current court case regarding parking, septic issues, and event was held before the Planning Commission had met.
- Pool Covers Building Code amendment recommended to Town Board. They have improved and the County now allows them. Town Board administers building code so would need to direct staff to review and prepare. Board Directive to staff – review and prepare ordinance amendment for August.

ENGINEER’S REPORT – Wes Davis

- 185th Ave North portion – mostly complete
 - Pavement, mailboxes, signs and striping later this week
 - Waiting for the 70% vegetation coverage so withholding retainage at this time.
 - Overruns due to shouldering and concrete driveway issues. Concrete will be additional cost next year – it is not in this payment.
 - Original estimate approximately 623,000. Currently at \$660,000
 - Punch list coming – mainly minor items. Ex: mailbox on fence post rather than mailbox stand.
 - Board member comments – looks nice – have heard positive comments since it now has a wider shoulder. High portions cut down, low ones brought up; cleared out culvert (new concrete one) and the water on the North side decreased 4’ once that was done. That should protect the sub base of the road better now too.
 - TS Dirtworks did a good job
 - Knife River did a good job
 - Despite rain delays – finishing on time.
 - Partial payment presented this evening is recommended.
 - **Motion by Wilkening to pay partial payment in the amount of \$409,498.19 to Knife River for the 185th Ave North project portion. Second by Danielson. Motion carried, all voting in favor.**
- Eagles Landing Cul-de-sac
 - Cul-de-sac had temporary easements noted in record, but nothing signed has been found to point.
 - Legals were drafted when temporary easements were put in place.
 - Need signed permanent easements at this point as the intent is to leave this as a cul-de-sac. There is now a house to the north.

- Clean up item
- Directive to engineer to work with the homeowners to get this cleaned up.
- Note: this is currently the largest paved surface area cul-de-sac in the township. If it is ever repaved, would want it done at current standards.
- Stop Sign Snake River Estates
 - Last meeting it was requested Engineering review intersection at 120th and 180th in Snake River Estates to see if an additional stop sign may be placed.
 - Review of MUTCD (Manual on Uniform Traffic Control Devices) by US Department of Transportation standards regarding use of stop signs for conditions warranting a second stop sign:
 - Intersections of 6,000 + per day vehicle traffic
 - Restricted view of the stop sign
 - Crash records indicate a second stop sign would decrease accidents by 3/year or 5 in a 2 year period
 - None of the above criteria are present at this intersection. No additional stop sign recommended. Plus, research has shown that increasing the number of stop signs at a location without at least one of the above situations present will not improve safety.
 - Board discussion
 - Is the stop sign very visible/easy to see? Yes
 - What about moving it to the opposite side? Will review and see if that may be a possible solution.

SUPERVISOR REPORTS

Fire Board – Supervisor Babler

- Regular meeting
- Lions donated \$1,000

Highway 25 Coalition – Supervisor Kolbinger

- Moving forward with search for a facilitator. Group will be renamed/rebranded
- RFP For land use plan with goals and strategies being developed.

Roads Report – Supervisor Gilbert

- Projects:
 - 67th Street rebuild of the 1 mile section of gravel is complete. Came in at \$1,000 under budget. Planning the other half next year.
 - 190th Ave – we are in the middle of the project.
 - Supervisor Babler – looking nice and has heard good feedback
 - Engineer Davis has checked it out as well and said it looks good
 - Chad Arthur driveway has been repaired and the silt fence removed. Restoration complete.
 - Grading and driveway approach work at Garden Grove Road completed today. Shaving and fixing approaches and leftover material went to 185th to fix driveways.
- Road Damage/Issues – repairs needed – board consensus fix now
 - 77th Street – west of CR 25
 - 114th Street Cul-de-sac
 - Hidden Haven Pothole
 - West end of 82nd Street – asphalt where the overweight loads destroyed pavement surface. Planning to try to tie into a recycle job with the county (or other LGU) if possible and run reclaim over the area.

- Right of Way issues
 - Jim Free is trimming trees in 4-5 locations throughout the township
 - 87th had a tree fall over and was removed
 - 82nd street (Anderson's Road) had a tree fall across on west end – removed
- Garbage/Vandalism
 - None this month
- Signs/Signing
 - Jeff is doing a great job for the township
 - About 20 more general street signs to finish
 - Found oldest road sign in Becker Township – our sign was in the wrong spot (was actually in Orrock Township). Has been removed and new sign placed where it should be.
 - Barricade and safety signs – ordered and will be installed when they arrive.
 - Fire signs are going in along 185th Ave
 - County Letter will go out – as approved in consent agenda
 - Double Cul-de-sac in Deer Ridge/Oak Crest Estates
 - Survey has been completed
 - Right of way signs will be installed on Outlot between the parcels
 - Fire Sign replacement south of Highway 10 will be the next section reviewed/worked.
- Miscellaneous
 - Board opinion – after speaking with maintenance contractor, Supervisor Gilbert requested ability to use additional contractors when needed. Procedures to get them approved and asking for names of local contractors.
 - Attorney Bourgeois: Reminder: it is ok to use various contractors unless the Township holds a specific contract with a contractor. Ex: General Maintenance items listed in that contract must go through the general maintenance contractor. Items outside that contract/not listed there are fine to contract with others. Reminder of current statutory municipal contracting law requirements (quotes/bids/levels/etc).
 - Necessary information before contracting (audit compliance side)
 - Insurance verification - Certificate of liability must be on file with office
 - W9 to be filed with office
 - IC 134 verification
 - Work Comp verification
 - Registered with the State as a business
 - Looking for names – Helmin has done some roads. Due to volume, looking for two more tree trimmers.
 - Board directive – obtain quotes/stay in budget/follow procedures/work with office staff to verify paperwork. Do what is needed to get the work done.
- Kenney Court – Survey reviewed
 - House is not in the right of way. Survey shows vertical wall, not the eve.
 - Homeowner has been working to clear the area that is in the right of way.
 - Clerk to mail a survey copy to go to homeowner. Other kept on file.
 - Will work with homeowner as some trees still need to be removed.
 - Gravel driveway in right of way – not an issue
- Speed signs/traffic signal quotes – tabled

Town Hall – Supervisor Babler/Supervisor Danielson

- Landscaping – being handled by Supervisor Danielson
 - Dirt has been brought in – getting things to right elevation so drainage happens correctly

- Basic plan is to be done by next meeting
- Building – woodpecker still around – cedar shakes have been purchased and both will be handled once we can rent the appropriate equipment.
- Lights – no action at this time.
- Interior painting – no action at this time.

Other

- Recycle Day results noted.
- Budget meeting set for Monday, October 28th at 7:00 p.m..
- Night to Unite – request received. Supervisors Babler and Danielson to attend, Supervisor Kolbinger as alternate
- Developers Agreement – Board members and Engineering to send edits to Attorney Bourgeois. Clerk has sent basic edits
- Mailboxes – clerk noted supply on hand down to 2 – board consensus to order a dozen more to keep on hand for residents.
- Broadband Grant – not at this time

Township Celebration

- Township is turning 150 in January 2021.

TREASURER’S REPORT - TANYA DANIELSON

- Treasurer presented claims list for approval and brought up that paying of all claims will put the township out of compliance with its current Fund Balance policy.
- In order to pay these bills, suggest editing the fund balance policy. Currently it reads that
 - *“Minimum Fund Balance: The Township will strive to maintain a minimum unassigned general fund balance of six months of operating expenses.”*
 - Recommendation – change unassigned general fund balance to unassigned township funds.
 - Budget still needs some work, but we are not doing that at this time. We did not pull retainage numbers out into different account for budgeting and that has caused an issue this year. We will do so for next year.
 - General Fund has an issue (includes permit fund and general fund) – need to look at closer for next year
 - **Motion to change fund balance policy text as suggested by Wilkening. Second by Danielson. Motion carried, all voting in favor.**
- **Motion to approve treasurer’s report as distributed by Gilbert. Second by Babler. Motion carried, all voting in favor.**
- **Motion to pay warrants 14305-14334 and PO 1150-1156, void PO 1155, in the amount of \$516,639.63 by Wilkening. Second by Gilbert. Motion carried, 4-0-1. Supervisor Danielson abstained from voting as his company submitted a claim for payment.**

CLERK’S ITEMS – LUCINDA MESSMAN

- Exterminator’s first visit –
 - New seals on bottoms of doors installed
 - Building sprayed – schedule for going forward needed – will bring recommendation next month.
 - Exterminator found areas where bugs were entering the building
- Website requests
 - Senior Living Help – Board denied
 - Tri-Cap – Board approved
- Training request

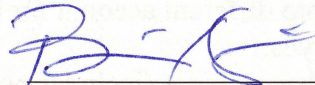
- GTS Public Participation techniques available as virtual course. Clerk to take 'online'.
Approved.
- Minutes found in files – will verify if additional or what once original minute books are back from ArcaSearch facility.
 - Special meetings 2/15/1979, 5/9/1978, 5/6/1975, 11/1/1986 (Road Tour).

Boulder Crossing – Attorney Bourgeois

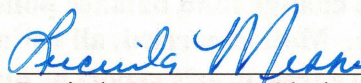
- Memo drafted to board 12/2018 reviewed and still accurate. Brief historical review.
- Crack sealing still a question. Board retained approximately 8,000. No need to accept roads until the crack filling that was to happen at that time occurs.
- Without photos of what to crack fill and the amount to do it is difficult to state any dollar amount as the cracks have gotten worse since then.
- If the cracks are filled, it will increase the life of the roads a bit.
- It is up to the board to figure out what to do. At the time of the original discussion, 8,000 would have done about 1 mile of road.
- Now is a good time to figure things out. There are currently about 2 miles of roads in Boulder Crossing
- Recommend Developer do the crack filling, and township can reimburse developer up to the amount held in escrow.
- Recommend after board members (Supervisor Danielson and Supervisor Babler said they will meet with Developer)
 - speak to developer, get a verbal agreement established
 - get a letter typed up and sent confirming the agreement
 - Board should act on this/establish a time line
- According to Developers Agreement – Certificate of Occupancy and road maintenance were to be done before roads are accepted for Township maintenance.

No other business

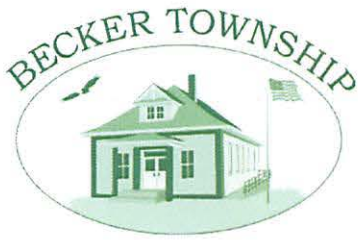
Meeting Adjourned 9:36 p.m.



Brian Kolbinger, Chair



Lucinda Messman, Clerk



Regular Town Meeting
Monday, August 19, 2019
12165 Hancock Street

MEETING
MINUTES

Attending

- ☑ Township Chair Brian Kolbinger
- ☑ Township Vice Chair Brad Wilkening
- ☑ Township Supervisor Gary Gilbert
- ☑ Township Supervisor Luke Babler
- ☑ Township Clerk Lucinda Messman
- ☑ Township Treasurer Tanya Danielson (7:15)

Absent Board Members: ☑ Township Supervisor Joe Danielson, ☑ Township Deputy Clerk Fran Seeley

Attending Staff: Kelli Bourgeois – Township Attorney, Wes Davis – Township Engineer, Ben Wikstrom – Township Planner

Others Attendees: Tony Wruck – Wruck Excavating, Dan Frank – Sherburne County Sheriff, Karl Schwarzkopf, Craig Schwarzkopf, Dennis Schmidt, Eileen Schmidt, John Cox, Kelly & Johnathon Woods, Tony Wruck, Bonnie Host, Gary Host, Paul Kleinwachter, Bob Imdieke, Steve Bradow, Nicolle & Brandon Hines, Scott & Gayle Dahlke, Bob Pietrowski, Mark Kolbinger – Citizen Tribune, Gavin Bews, Tim Daluge

Meeting called to order and quorum verified by Chair Kolbinger.

CONSENT AGENDA

MOTION TO APPROVE BY WILKENING, SECOND BY DANIELSON – MOTION CARRIED

Consent Agenda Items:

- Regular Town Board Meeting Minutes July 2019
- Upcoming electronic fund transfers/automatic payments approval
 - City of Becker – water/sewer, Xcel Energy – gas/electric, Ace Disposal – Twp maintenance, Advanced Disposal – container at Town Hall, Midco Business – phone and internet, Upcoming EFTS related to payroll: Federal taxes, State taxes and PERA - mandated rates, State of MN for building permit surcharge fees
- Correspondence
 - Final Grant Award Notification – Recycle Days, Retirement party invitation, University of MN Experiment Station Fence Details, 2020 Town Aid Notification

Pledge of Allegiance

REGULAR AGENDA APPROVAL

Motion to approve agenda by Wilkening. Second by Babler. Motion carried, all voting in favor.

SHERBURNE COUNTY SHERIFF’S REPORT – Sgt. Dan Frank

- 100 Calls for service
- 15 traffic stops
- Lots of break ins – cars left unlocked and things that can be carried are taken all over Sherburne County
- Sheet Screws on the road is a big issue – all times of day, Big Lake, Zimmerman – averaging 3-4 cars per day with flat tires right now, squad cars too.

BID OPENING – SNOW AND ICE REMOVAL SERVICES

One bid received – Wruck Excavating.

Brief Summary of pricing: Plow Trucks 72/hour; Salt/Sand Mixture 20%-100% salt varies 70-175/hour while plowing and 80-175/hour without plowing; Motor Grader 95/hour; Loaders 86/hour; other various pieces of equipment 85-90/hour.

Motion to award the Snow Plowing and Sanding September 16, 2019 – July 31, 2021 Contract to Wruck Excavating pending review and approval of documentation by the Road Supervisor by Wilkening. Second by Babler. Motion carried, all voting in favor.

PUBLIC HEARING – Schwarzkopf Metes & Bounds Split Application

Wikstrom reviewed staff memo and application with Town Board Supervisors [full text on file].

- Craig Schwarzkopf has applied for a metes and bounds subdivision to split 20 acres off his property located at 9830 155th Avenue Southeast. The zoning ordinance and state statutes require that each parcel be at least 20 acres (along with other requirements) to qualify for a metes and bounds split.
- Mr. Schwarzkopf submitted a survey along with the application and an aerial photo.
- The proposed parcels both meet all requirements of the zoning ordinance including road frontage requirements and the width to depth ratios.
- Staff recommendation is for approval. Resolution 2019-11, recommending approval of the application is before you for consideration.

Chair Kolbinger opened the floor to public comments. None heard.

Motion to close the public hearing by Wilkening, second by Babler. Motion carried, all voting in favor.

Board comments – very straightforward.

Motion to approve Resolution 2019-11: A Resolution providing for a metes and bounds subdivision by Wilkening. Second by Babler. Motion carried, all voting in favor.

RESIDENTIAL OPEN FORUM

DEER RIDGE/OAK CREST ESTATES DOUBLE CUL-DE-SACS

Cul-de-sac's have an existing space in between them, parcel identification 05-422-0010. This parcel was dedicated to the township for use as a road. This road has never been placed. Many residents who live around these cul-de-sac's are present this evening.

Kelly Woods – PID 05-422-0205 requested clarification of the plans for the ROW.

- Since there are trees everywhere, why are the trees at the edges an issue here?
- We purchased partially because of the surrounding trees and beautiful pillars. No one said this wasn't our property and we thought this was ours. Is there an option that would allow a variance or something for the pillars?
- This ROW's original purpose was for a road so having the 66' width makes sense, but it is unique as it isn't being used. Would the Township be willing to sell this portion?
- Would the option of an HOA or purchase of the ROW be allowed in this instance (referencing option presented Woodberry Farms homeowners).
- The 9' fence type barricades would prevent emergency vehicles from passing through, is there another option?

Town Board Response

- The Township has placed permanent green stakes to provide notice to homeowners where the Township property is located. The rocks currently encroaching on the property were placed many years ago.
- These obstructions should be removed.
- We are not sure homeowners are aware this is township property, so the permanent stakes are being placed. The Town Board wants everyone to know the area between the stakes is not private and anything placed in this area creates a liability on the Township.
- This was identified as an unsafe situation while working on our Construction Improvement Plan (CIP) for the township. Part of this process includes assessing the existing right of way (ROW) conditions and current road and signage conditions.
- This area was noted as one needing ROW markers and that has increased liability on the Township due to the placement of unsafe obstructions in the ROW (rocks, trees, pillars).
- We are not currently planning to put the road through. We are not singling anyone out, this is one of over a dozen unsafe ROW locations noted during our review.
- We have to keep ROW clear to eliminate potential issues, we are playing catchup now that this has been overlooked in the past
- Standard practice is to not sell ROW for roads. While we have no intention of putting in a road right now, we need to look to the future and what future plans may be for this area.
- This is a full road ROW. This reason alone is good to retain Township ownership.
- Future planning example: 50 or 100 years from now, this area could be annexed into a city. If that would occur, city water and sewer would need to be put in and the lots would likely be able to be divided. The right of way here is important as it would allow for easy connection. Obtaining right of way from private property owners is expensive and can be difficult. As township property at this point, it should stay that way for the future.
- Key difference between this and Woodberry Farms Cul-de-sac is that these two cul-de-sacs were designed as a natural road ROW rather than cul-de-sac's with obstacles in the center.

Response Attorney Bourgeois

- Agree the beauty of private property can be appreciated and that private property owners may be willing to accept the liability, the Township cannot grant the liability to private property owners. As this is township property, liability cannot be transferred.
- Vacation of this cul-de-sac would likely be difficult. Concern as this cul-de-sac is longer than allowed and is a safety concern if it would be vacated. The original plan was to connect the two subdivisions.
- A variance is not an option as that would be a setback request and this is township property so an encroachment agreement would be the proper vehicle. However, encroachment agreements are usually for items only 1-2' in the right of way. That does not appear to be the case here.
- If the area is cleared, there would be the availability for emergency vehicles to cut through if necessary.

Rochelle Kasper – PID 05-422-0110 Why is it necessary to remove these items now? We have taken care of maintenance and kept it looking nice and welcoming. What is the plan – are you going to remove the trees? This will cause neighbors to loose property. If you take out the rocks, people are just going to drive through.

Town Board Response

- This area is not private property. This is Township Property.
- Plan is to remove obstructions.
- Goal is to remove/limit liability to the township – there are over 5,500 township residents we are responsible to and leaving something that increases our liability is not fair to them.
- Staking is phase 1 to determine where the boundaries of the Town Property are located

- Then it will be cleared of large items for liability reasons.
- There are several large pedestals, rocks and recently more trees have been added to this Township Property area.
- Time frame doesn't matter, we noticed so we need to take action.
- Elimination of owners not knowing this is Township Property is a goal of the green stakes
- Plan is for some orange barricades
- The 9 button signs are no recognized so needed to be removed

Response Attorney Bourgeois

- This is a very unusual situation. This road was never connected. This never should have happened and today it would not occur and is not legal by zoning standards.
- Any obstruction is a potential liability and large obstructions need to be removed.
- Signing requirements – look to your Engineer as there are likely various options.
- Recommendation here: focus on the big issue - removal of structures in the right of way. Then look to the Engineer for signing options.

Response Engineer Davis

- There are various options for signing. He will bring the options to the board next month.

Paul Kleinwachter – PID 05-411-0210

- At issue for homeowners is that people take pride in nice lawns and have a higher standard for maintenance of the area. We want things to look nice. Would like to see something that works for everyone.

Tim Daluge – PID 05-460-0130

- Concern if open the area that people will drive through. No matter what is in the area there is always a liability. Opening it up will invite people to drive through. Boulders there now prevent that.
- Homeowners maintaining the area makes it look nicer. We all do this in the ROW's in front of our homes.

Town Board Response

- The Township does not want private residents maintaining Township property as that also increases our liability.

Attorney Bourgeois

- The Township does not want people working in and clearing Township right of ways

Johnathon Woods – PID 05-422-0205

- Our driveway was placed in 1997. Is the placement an issue?
- Maintenance for this area is confusing – should we do the maintenance or shouldn't we?

Attorney Bourgeois:

- The driveway is not an issue being on township land because the driveway is not an obstruction. All driveways connect to township roads. The pillars are the issue.
- Statute says to remove obstructions.
- Technically, private homeowners should not be maintaining Township property. The Town board should balance this.

Board Responses

- The pillars need to go as they are an obstruction. These are the last two cement pedestals. We cannot put big rocks in this area.
- The board needs to keep the right of way clear/safe as it has done in other areas of the Township

- Need to use the same standard here as in other locations. Discussion regarding rock garden took place – it may be able to stay, it may not, depends on slopes/grade changes. The specific specifications need to be reviewed.

Secondary Access Requests

- Bob Petroski, 124th Street SE Access. Address 12489 173rd Ave SE, Becker
- Aspen Ridge
- Engineer Davis – proposed design meets engineering standards. Recommendation to approve with condition that final inspection verifies that actual design meets engineering standards and culvert sizes.
- **Motion to approve the secondary access permit application for Robert Petroski by Wilkening. Second by Gilbert. Motion carried, all voting in favor.**
- Board directive to Engineer and Staff – would like to know what it will take to make secondary access requests administrative permits.

Dennis Schmidt

- Request to have township vacate road in section of 166th Street SE (S22 T33N R28W)
- Believed this to be an easement – would like to purchase from the township
- History discussed/petitions discussed

Board Response:

- No. This is Township Property, not an easement. Like the double cul-de-sac one discussed above, the township will not vacate its interest. Looking to the future, the township plans to keep all right of way property.
- Goal here – stake it so everyone knows where the right of way is located. People move in and do not realize the property lines. Permanent stakes will make it known. Do not plant anything or place anything in the township property.
- We need to retain this area for future utilities.
- Survey stakes get people worked up, however, at this point we do not intend to put the road through, connecting the 168th Street Cul-de-sac to the 166th Street cul-de-sac as designed. Similar to the 172nd Ave Cul-de-sac's, only farther apart.
- The Township wants these in place so current and future property owners are aware this is township land.

Bonnie Host, 17014 168th Street SE

- They removed the trees they planted on township land today and replanted on their own property
- Is landscaping around their mailbox ok?

Board Response:

- It can be checked. No one remembered it being incorrect off hand.
- Biggest concern is that people do not know where the Township property is located in these situations. Marking them makes it clear to all.
- Not intending to clear old oak trees, however there is a lot of trimming that is needed.
- Goal – get these things made clear to all so next board doesn't need to deal with these issues that have been notice by this board.

Issues with residents not knowing property boundaries are an issue. Becker Township is currently working on a Know before you buy page of the website. Town Clerk provides copies of plats (or surveys if on file) when requested. Can ask for copy, pay if not digital, or come in and view/take photographs. Recommend all new buyers know the property lines/boundaries.

Paul Kleinwachter

- 4 years pleading with board regarding water issues in his cul-de-sac
- Water comes down driveway if the bump wasn't there
- Engineer and Supervisor Gilbert checked the elevation of the cul-de-sac and it is correct
- Supervisor Gilbert met with landowner and observed water drain off of CDS during a rain event with the landowner. During the rain event no excessive water was noted running down the owners' driveway as he claims and the CDS appeared to show radial drainage flow. It was noted that water draining around the outside of the CDS was trapped on the CDS due to the height of the grass which did not allow the water to drain off appropriately. This was discussed with the owner during the observation. Simple solution is to remove the ridge of grass along the edge of the CDS. It was also discussed with landowner that water that drains down from his own driveway is also trapped on his driveway from the ridge of grass along both sides of his driveway.
- Water issue could be fixed by removing the edge of grass down driveway. Clerk checked minutes and found notation that this was discussed with you. [after meeting reference added: 5/1/2017 Road Tour Minutes; May 15, 2017 Minutes]

TOWN PLANNING COMMISSION/JOINT PLANNING BOARD UPDATES – Planner Wikstrom

- Meetings cancelled for August – no report

PUBLIC HEARING: Building Code Ordinance Amendment – Pools

Planner Wikstrom reviewed memo and ordinance amendment with Town Supervisors. [full text on file]

- 2018 new international code for pools and spas approved – recommended Supervisors take time to review what was sent as there may be a few things that should be included here.
- International code allows for pool covers meeting ASTM 1346
- Catching up to County Code Revisions.
- New covers can support up to 4,000 pounds

Supervisor Kolbinger opened up the floor to public comment:

- Tim Dalgue – insurance companies are ok with the locking pool covers. Prefer using covers rather than just a fence.
- Gavin Bews – code requires pool base to be above mottled soils, can this be added? It makes no sense to require in-ground pools to be at this level.

Motion to close public hearing by Wilkening. Second by Babler. Motion carried, all voting in favor.

Discussion

- Other questions related to this – mottled soils depth vs. base of in-ground pool. This is outside of the ordinance amendments for public hearing now. Discuss after ordinance amendment decision.
- **Motion to approve Ordinance 2019-01: An Ordinance amending ordinance 2018-02, Adopting the State Building Code, Construction Licensing, Permits and Regulations by Wilkening. Second by Babler. Motion carried, all voting in favor.**
- **Motion to approve publication Summary Ordinance 2019-01: An Ordinance amending ordinance 2018-02, Adopting the State Building Code, Construction Licensing, Permits and Regulations by Wilkening. Second by Gilbert. Motion carried, 4-0. Voting for: Babler, Gilbert, Kolbinger, Wilkening. Voting against: none.**

Discussion of mottled soils

- Question was asked about in-ground pools needing to be above mottled soils according to current building code ordinance. Is this necessary? This restriction holds up in-ground pool permitting.
- Supervisor Wilkening explained mottled soils and why this 1' above mottled soils may not be appropriate as many things can change where this sits.
- Engineer Davis – would need to check vertical steel structure vs. concrete. Curious how other communities handle. Need to do a bit of research and want to check how other communities handle in-ground pools before making any recommendation.
- Board directive to Engineer – check into this to see how other communities handle and make a recommendation to staff if a change should be made.

ENGINEER'S REPORT – Wes Davis

- 185th Ave punch list
 - Touch up class 5
 - Fix washouts
 - Erosion control, utility flags and construction stakes removal
 - Forced some shoulders down – should be fine once wearing course is added next year.
 - Concern for intersection at CR 4 and 185th as there is some ponding of water. Knife River is aware and will patch it to be as presentable as possible. No charge for this part. Should be fine as it will be completely surfaced over next spring/summer.
 - Recommend holding off on retainage payment until the skid patch is fixed.
 - Southbound 90^o curve – people are cutting a lot. Trying to figure out the best way to prevent as gravel is spitting onto the road.
 - **Motion by Wilkening to withhold payments to Knife River until patch has been completed. Second by Babler. Motion carried, all voting in favor.**
- Driveway construction for Single Family Residences (SFR)
 - Currently, builder/owner is to call Engineer for inspection & approval before Certificate of Occupancy (CO) is issued. This isn't working
 - Contacted City of Becker staff to discuss options. Plan is to pull in Metro West (building inspection company) and have them include reminder/sticker/stamp on paperwork that they must contact Township Engineer for final inspection/approval before concrete or pavement is placed or a CO will not be issued.
- Becker Meadows Preliminary Plat to be reviewed for next planning commission meeting.

SUPERVISOR REPORTS

Fire Board – Supervisor Babler

- Regular meeting
- CC Financial donated \$750 to Fire department.

Highway 25 Coalition – new name Central Mississippi River Regional Planning Partnership – Supervisor Kolbinger

- A lot has happened – facilitator has been hired and this has really increased the pace of meetings and work being completed by the group.
- Nearing completion of the economic & land use partnership. RFP to go out in October
- More active membership with framework complete. Multiple monthly meetings.
- Name change carries weight outside this area of our state. Otherwise old name seemed small and didn't carry weight.

Roads Report – Supervisor Gilbert

- Projects:
 - 190th Avenue is complete. Large Gravel construction project (2,800 tons). School to verify bus can turn around. It is 24' wide.
 - 112th Street east end mostly done. Going well – taking good shape.
 - 157th Street SE (bus garage road) needs 5-6 loads of gravel before it will be graded
 - 107th Street SE – 2-3 loads of gravel before grading
 - Bridgeview (North End) – near 16990 River View Circle SE project complete
 - Needed large culvert. Added 300' of 18" plastic. Area was cleared.
 - Drainage ditch was full
 - Team effort – we cut drive to lower, the owner is seeding
 - 17065 Kenny Court – ROW cleared – met with Engineer to discuss plan. Need to discuss with landowner. Landowner has been good to deal with.
 - Bridgeview (South End) – near 16998 175th Street SE – met with Engineer & Owner on site to come up with plan. Legal opinion required here before anything can move forward. Question: is the township responsible for this? It appears that the drainage areas (where water is standing, photos are on file) are working as they were designed.
 - Attorney Bourgeois
 - There is a lengthy history here that dates back to the original plat.
 - Township has consistently said there are drainage issues in this plat, including this area specifically, but that they are the County's issues to resolve as the drainage as installed was not approved by the Township during platting. She recommended the Township hold to this stance. Even if there are improvements that can be made, if the Township would make them, it could be accepting liability for an issue it did not create.
 - Recommendations
 1. Unless the Township wants to take on the full responsibility for the drainage issues within this area – do not design or make corrections to this property.
 2. The Town Board can recommend the property owners take copies of information history to the county and request they correct the issues. There are new county commissioners and staff in place now so they may be interested in fixing the problem.
 3. Make sure the history of drainage problems is known to new buyers. She will do a letter and the Town Board can act upon it via resolution and have it recorded so information is available to future buyers.
 4. She also reviewed the drainage and utility easements along this lot, noting they are larger than standard, and that those easements often hold standing water which is an acceptable design.
 - 17001 168th street SE – met with owner and Engineer on site. Previous recommendation not completed.
 - Projects that may not occur this year due to budgetary overruns in other areas and costs omitted from current budget (retainage)
 - 77th Street road rebuild (west side of section line between S6 and S7, T34N, R28). Project ready to go.
 - 164th Ave SE (Salida gravel road CDS) – project ready to go.
 - Woodberry Farms Cul-de-sac tree/rock removal – project ready to go.

- Road Damage/Issues – repairs needed – board consensus fix now
 - 77th Street –done photos in file
 - 114th Street Cul-de-sac – done photos in file
 - Hidden Haven Pothole – fixed – photos in file
- Tree Trimming
 - Jim Free – finished 10 more locations
 - 102nd
 - 150th
 - 107th
 - Autumn Ridge
 - 192nd Court CDS large poplars
 - Garden Grove Poplars and Elms
 - Elm Clump Enchanted Thicket
 - Kenny Court
 - 112th Street road project trees
 - Elm Clump in Southern part of Township
 - Dead Tree on 169th
 - 82nd Street/Anderson’s Road – tree fell across cleared fallen tree.
 - Work complete for year unless emergency.
- Garbage/Vandalism
 - None reported
- Signs
 - Jeff is doing a great job for the township
 - Continued focus on updating general street signs
 - Double CDS in Deer Ridge/Oak Crest has had the green right of way stakes added
 - In right of way/Township property areas – meeting with homeowners to determine best placement area.
 - Need to rename 4 signs along county road 11 that say Park Blvd to CR 11 SE
 - Barricade & Safety signs ordered
 - Installing fire numbers along North portion of 185th Ave SE
 - Fire number signs need overhaul – working on these now
- Right of way issues/Violations
 - Generic ROW Violation letter – sent to three residents. So far two have fixed the issues, one was just sent today. Includes letter, photo, and statute.
- Miscellaneous
 - TS Dirtworks sent in information to become approved vendor
 - Looking for a few other people to work if Maintenance Contractor is busy – how to handle the small odd stuff (ex: picking up flags after project, etc.)
 - Board members are to be used when possible – Supervisor Babler said he can help out some, Planning Commissioner Peckskamp said he can help out some, Supervisor Danielson had told clerk the previous week we is willing to help out as time allows.
 - Board consensus – unless contract exists – more fiscally responsible to stick with using current staff for these small items rather than contracting with an outside source. We have three board members willing to pick up the small things and hourly rates are already set. Clerk to verify paperwork is in order.
 - Budget 80,000 short – 4 projects under consideration once final numbers are in – likely to leave a lot off. Won’t decide until all numbers have been submitted.

- Tony Wruck, Township Maintenance Contractor, said patches that were placed on sinkholes on Beatrice are sinking. To be viewed on road review.

Town Hall – Supervisor Babler

- Landscaping – looks nice
 - Supervisor Danielson suggested sprinkler system should be installed. Found quote for \$3,500.
 - Clerk had someone contact office to ask about giving quote for sprinkler system. Pass name/number onto Supervisor Danielson
 - Basement needs plumber - & spigot outside building needs to be fixed.
 - Wait until next budget to do things and leave as is or add sprinkler system?
 - Board consensus –
 - get additional estimates and none in excess of \$3,500 will be considered.
 - No more plants until next year
- Exterior repairs complete – woodpecker hole has been filled in
 - Shakes on roof – some were repaired, but it appears a lot more are soon going to need to be repaired. Staples are giving out/not holding up. Plan roof repairs for future.
 - Interior of Town Hall painting will wait until next year.
 - Gazebo Maintenance is needed. Too bad no one thought to use with/as the Veterans memorial. – wait until next budget cycle.
 - Exterminator – first application worked well. Need more info for timing of future applications.

Other

- Traffic Signals – consider next summer
- Night to Unite – Supervisor Babler and Supervisor Gilbert attended – good talks with people
- Fall Road Tour – necessary? Board Consensus – fall one not needed this year as Supervisor Babler and Supervisor Gilbert along with Engineer Davis will be doing an inventory of the roads and condition scoring them. Reporting back will be sufficient.
- General Maintenance Contract expires 12/31/2019. Can do an auto-renew clause if total is less than 175,000 required for sealed bids. Supervisor Wilkening will review documents and make recommendations next month.
- Developers Agreement – Edits are complete. Engineer Davis is reviewing. Plan to talk through in depth next month.
 - Discussion of cash escrow determination.
 - Discussion – no letter of credit or alternative
- Excel transition email and Hybridge Plant Tour that Supervisors have been invited to discussed. Supervisor Kolbinger requested the emails be forwarded to Board members so they have details.
- An invitation to a Veterans event was sent to two of the Supervisors at City of Becker address. Arrived to them tonight. Taking place on 8/24/2019. Supervisor Babler to see if RSVP would still be accepted.

TREASURER'S REPORT - TANYA DANIELSON

- Discussion of Road budget – right now there is enough left for mowing, grading and snowplowing in November.
- Treasurer presented budget with circles around amounts for which entire budget has been spent.
- **Motion to approve treasurer's report as distributed by Babler. Second by Gilbert. Motion carried, all voting in favor.**
- **Motion to pay warrants 14366-14372, 8399-8422 and PO 1157-1167, void checks 14335-14365, in the amount of \$143,768.23 by Wilkening. Second by Gilbert. Motion carried, all voting in favor.**

- Treasurer recommendation to add a line to the Fund Balance Policy regarding a separate fund for Retainage money so it is more defined in the budget.
 - **Motion to change fund balance policy text as suggested by Wilkening. Second by Babler. Motion carried, all voting in favor.**
- Indemnification Document presented by Attorney Bourgeois & discussed in association with Craig and Jody Johnson/Scenic Hills and other developments. This will indemnify the Township, Town Attorney and Bank and will be recorded. **Motion to authorize Town Board Chair to sign the Indemnification Document as Township's Representative by Wilkening. Second by Gilbert. Motion carried. All voting in favor.**

CLERK'S ITEMS – LUCINDA MESSMAN

- Training request
 - Minnesota Association of Townships is offering a planning and zoning class in St. Michael. This is designed for townships. Request for clerk and deputy clerk to attend training. Board consensus – yes.
- Arcasearch almost completed with records.

No other business

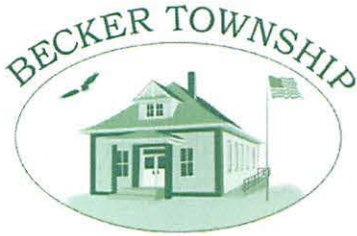
Meeting Adjourned 9:43 p.m.



Brian Kolbinger, Chair



Lucinda Messman, Clerk



Regular Town Meeting
Monday, September 16, 2019
12165 Hancock Street

MEETING
MINUTES

Attending

- | | |
|--|--|
| <input checked="" type="checkbox"/> Township Chair Brian Kolbinger | <input checked="" type="checkbox"/> Township Clerk Lucinda Messman |
| <input checked="" type="checkbox"/> Township Vice Chair Brad Wilkening | <input checked="" type="checkbox"/> Township Treasurer Tanya Danielson |
| <input checked="" type="checkbox"/> Township Supervisor Gary Gilbert | <input checked="" type="checkbox"/> Township Deputy Clerk Fran Seeley |
| <input checked="" type="checkbox"/> Township Supervisor Joe Danielson | |

Absent Board Members: Township Supervisor Luke Babler ,

Attending Staff: Kelli Bourgeois – Township Attorney, Wes Davis – Township Engineer, Ben Wikstrom – Township Planner, Jacob Sanders – City of Becker Planner

Others Attendees: Tony Wruck – Wruck Excavating, Dan Frank – Sherburne County Sheriff, Kelly & Johnathon Woods, Clarence Cox; Bob Imdieke, Steve Bradow, Rochelle Bradow, Marie Johnson, Ron Jelm, Gary Host

Meeting called to order and quorum verified by Chair Kolbinger.

CONSENT AGENDA

MOTION TO APPROVE BY WILKENING, SECOND BY DANIELSON – MOTION CARRIED

Consent Agenda Items:

- Regular Town Board Meeting Minutes August 2019
- Upcoming electronic fund transfers/automatic payments approval
 - City of Becker – water/sewer, Xcel Energy – gas/electric, Ace Disposal – Twp maintenance, Advanced Disposal – container at Town Hall, Midco Business – phone and internet, Upcoming EFTS related to payroll: Federal taxes, State taxes and PERA - mandated rates, State of MN for building permit surcharge fees
- Correspondence
 - Records Destruction Reports, Property Tax Certification, Truth in Taxation Verification, MN Maintenance Fall Expo Curriculum, Veit permit acknowledgement

Pledge of Allegiance

REGULAR AGENDA APPROVAL

Motion to approve agenda by Wilkening. Second by Gilbert. Motion carried, all voting in favor.

SHERBURNE COUNTY SHERIFF'S REPORT – Sgt. Dan Frank

- 96 Calls for service
- 11 traffic stops
- Shooting complaints have started, reminder it is hunting season. The 500' rule doesn't apply if you are on your own property. Be sure to post land properly (check DNR Site for regulations).
- 110th Speed signs are in place. Will have statistics next month.

RESIDENTIAL OPEN FORUM

DEER RIDGE/OAK CREST ESTATES DOUBLE CUL-DE-SACS

Last month discussed the township owned parcel that is between the two abutting cul-de-sac's in these developments. Continue tonight with undecided items/updates.

At issue: Rocks, Pillars, White pine trees, signs

Road Supervisor Gilbert recommends rocks be removed and use of 9 button signs. After verification with Township Engineer – the barricades are not required by MUTCD. The pillars are obstructions in the right of way and should be removed. The pine trees are close enough to the edge that they should be ok.

Steve Bradow – PID 05-407-0340

- No one has ever driven through this except impaired drivers. In 35 years nothing has happened and no one think it is a through route. Township should give up their easement and leave things alone. Or they could sell it to people and when they want a road just use eminent domain to get it back.
 - Board comments:
 - This is not an easement. Parcel 05-422-0010 is Township Property.
 - The Town Board does not sell right of way/property.
- Supervisors reviewed how we got to this point – road inventory and all ROW violations noted are being handled now. It is fiscally responsible to alleviate known liability issues from the backs of township taxpayers.
 - The board wants to see the rocks and pillars removed
 - Pine trees are fine to stay
- We can move the boulders ourselves if you want them moved. We can just hire our own contractor.
 - Attorney Bourgeois: I recommend the Town Board do NOT allow private homeowners to remove the boulders. If the Town Board would like/is willing, they could have the Township contractor put the boulders on abutting parcel. If someone were to be injured while moving boulders from Township property, the Township could be held liable. The Township contractor carries liability insurance, indemnifying the Township in case an injury occurs when they are working.

Kelly Woods – PID 05-422-0205 requested clarification.

- Is there any option that would allow the pillars to stay? Encroachment agreement or variance or something?
 - Attorney Bourgeois: Due to the location of the pillars, recommendation is to remove them from the right of way. Recommendation is that the board use standard/formalized letter process. The letter can be used by the homeowners to show the issues do exist with the pillars.
- Board: Process now is to send a letter and allow a couple weekends time for homeowners to get situation remedied. If no progress is made, the Township arranges for a contractor to remove objects in right of way and assesses the costs back to the homeowner. In this case, as long as reasonable progress is being made, the staff is willing to work with you. Just keep us informed as to what is happening. We do realize there is electrical running to these and it will take a bit more than just moving a boulder or removing a tree.
- Kelly is willing to be the point of contact for boulder removal. She will let us know if anyone wants the boulders.

Findings:

1. Boulders are to be removed
2. Barricades will not be used, instead 9 buttons on both cul-de-sacs will be used
3. Pillars must be removed – agree that homeowner is best position to remove. Staff to work with homeowner as long as progress is being made.
4. White pines are allowed to stay at this time.
5. East-most boulder is not in the right of way and should be left on the Woods parcel

TOWN PLANNING COMMISSION/JOINT PLANNING BOARD UPDATES – Planner Wikstrom

- This month a public hearing was held for Valery Wruck, Wruck Excavating who submitted a Conditional Use Permit application for a landscaping retail sales business along highway 10 – just

northwest of Motorsota. Sewer business will have some storage on the location in a screened area. Planning Commission recommended the rezoning required and CUP for sales portion of the business. A site plan review is required with several conditions that must be met.

- Becker Meadows is a three lot split on CR11. Currently tabled due to width to depth ratio issue on one lot. The Planning Commission and owner reached solution and it will be redrawn and public hearing continued next month.
- Permits/Inspections complaints – Planner Sanders
 - Several complaints have been distributed to the board to review. Most have to do with turnaround time. Turnaround time depends on workload. Both were submitted at a time when a large number of permits and requests for inspection were occurring.
 - Board
 - Has City of Becker experienced similar complaints? We use the same firm. A: yes – during busy times.
 - Asked about timing for last RFP. Sanders will check into it. Board would like to do another RFP if it has been a few years.

ENGINEER’S REPORT – Wes Davis

- Sign summary regarding end of double-cul-de-sac went out to board – based on MUTCD Standards. Township can use either the 9 button sign or type three barricade in this instance.
- Conclusion of the Pool discussion from last month:
 - Our own ordinance definitions exclude pools when looking at structures subject to LFE requirements.
 - No LFE requirement as an in-ground pool does not have a roof
 - This is consistent with Sherburne County Zoning
 - No borings or elevations above mottling is required for in-ground pools
- Scope of Services projects distributed to board as requested [full text on file]
 - 185th Ave SE
 - Knife River did some corrections to CR 4/185th intersection. It is better, but Engineer to monitor before retainage is paid. 2% slopes from 185th and the CR 4 slopes all combine to create the issue.
 - Wearing course – plan to piggyback with county again for bidding.
 - CIP – estimate we are 30% through. Reviewing roads and increasing accuracy of current documentation.
 - Engineering Standards – 80% complete. Still need to finish some final plates. These will be needed for the developer’s agreement/reports.
 - Inventory Reports – 30-40% complete.
 - Verification that retro reflectivity is complete.
 - Mapping all culverts, signs/etc.
 - Develop inspection list based on this report.
 - Supervisor Gilbert has requested Engineer hold off on anything that is road and bridge based at this time due to budgets.
 - Supervisor Wilkening asked about MS4 information.

SUPERVISOR REPORTS

Fire Board – Supervisor Kolbinger

- Meeting rescheduled for Friday

Central Mississippi River Regional Planning Partnership – Supervisor Kolbinger

- Zero response to RFP – partnership will decide the next steps.

Roads Report – Supervisor Gilbert

- **Projects:**
 - 112th Cul-de-sac made. Bus can now go down the road and turn around. Photo of successful bus turn-around in 112th Street file.
 - 157th Street – material added. Road shaped and graded on the east end of the road.
 - Kenny Court – met with landowner. Landowner has cleared the right of way. Will see how winter goes before implementing any further changes. Cul-de-sac is smaller than the rest in the township and snow storage was an issue last year. Conversations with snow plow contractor - we believe with the cleared right of way we can make things work.
 - No additional road projects until review of budgets. Planning all may stop due to budget constraints.
 - 77th street project – ready to go
 - 164th Ave SE (Salida cul-de-sac) project – ready to go
 - Cul-de-sac tree/rock removal in Woodberry Farms is ready to go
- **Road Repairs – none this month**
- **Tree Trimming/Clearing**
 - Emergency clearing in Cedar Crest (image viewed and put into 166th Street file) by Road Supervisor and Maintenance Jeff Peterson happened to be going by and assisted. Jim Free then came in and finished clearing the trees.
 - Until next budget cycle – only emergency tree trimming/clearing for remainder of the year
- **Garbage/Vandalism**
 - Stop sign vandalized by Eagles Landing (photo in file)
 - Sign has been replaced
- **Signs**
 - Jeff continues to work on signs for the township
 - Cedar Crest, 120th and 107th barricades are up and very visible (image viewed of 120th Street barricade and on file)
 - Fire numbers on North end of 185th Avenue done and looks good. South end – still working to complete
 - Waiting on locates for some signs for right of way stakes in Oak Crest Estates
 - A few old style street signs remain and will be replaced (takes 6 weeks for new to arrive) – 163rd Ave, 150th Ave and 122nd Street.
 - The new signs for CR 11 that say Park Blvd are to be replaced with County Road 11. Clerk verified with County GIS department regarding name. No addresses in our township use the name Park Blvd so we are to put CR 11 signs up. Before the corner on CR 11 (as move north from Bridgeview Subdivision) name changes to 165th Av SE
 - Signs ordered for 157th Street and 164th ½ Street
 - Shared roads with City of Becker – signage not covered in original road agreement. Will need to finish this part. City side of road says 30 mph, Township 55 mph. Will work with City regarding signs.
 - Fire numbers all over township are in poor condition. Will start replacement as needed once all other sign work is completed. Supervisor Babler said he could help do some of these before the freeze.
- **Right of Way Issues/Violations**
 - 1 notice sent for large rocks in ROW – Mallard drive

- All prior notices mailed have become compliant
- Can right of way clearing use any of the fines and fees fund? That fund was set up with a prior boards agreement with Sherburne County to use the funds received for public safety.
- Attorney Bourgeois: Legally, as long as funds are used for public safety as agreed, they can be applied to right of way clearing as that is a public safety issue.
- Board discussion to move 20,000 from Finds and Fees fund to Road and Bridge Fund for right of way clearing. Official motion will be done at next meeting where all 5 supervisors are present.

Town Hall – Supervisor Danielson

- Landscaping – update – irrigation should be in by weekend.
 - Supervisor Danielson will find a plumber. Then all complete for the year.
- Exterminator – every other month is fine – board consensus.

Developers Agreement

- Draft document is done and will add disclaimer so it can be sent when requested. It will change with every development. Board discussion of revisions/updates
 - Administrative fee update
 - Roadway and cul de sac maintenance fees
 - All driveway culverts to be approved (design and size) by Town Engineer
 - Engineering standards reference by date of agreement
 - Subdivision regulations as of date of agreement
 - Preliminary and Final plats digital format as well as print versions
 - Deposits/escrow to remain as cash
 - All easements, fully executed, shall be provided to the Town
- Township hasn't had a developer's agreement since taking over planning and zoning
- Goals
 - all cash collected goes back to the depositor. They can make draws on it as construction occurs. Retain 25% for the warranty period.
 - Be consistent in how conditions are applied to each developers agreement
- Discussion of 2nd/wearing course timing. Typically like to see this right before the Township takes on ownership of the roads. Right now the warranty extends to acceptance for wearing course. This needs to be in the design standards.
- Developer's Agreement specifications are in addition to regular specifications.

TREASURER'S REPORT - TANYA DANIELSON

- Santiago Township sent us a bill for the supervision of rebuilding the shared road. Road Supervisor told them we would not pay as our expectation is that our Supervisors will be on the job supervising and we expect the same. Clerk to send letter stating this to them.
- **Motion to approve treasurer's report as distributed by Wilkening. Second by Gilbert. Motion carried, all voting in favor.**
- **Motion to pay warrants 14373-14398 and PO 1168-1176 in the amount of \$59,420.14 by Wilkening. Second by Gilbert. Motion carried, all voting in favor.**

CLERK'S ITEMS – LUCINDA MESSMAN

- Animal Control – new person has purchased the business. Contract sent to us and forwarded to Attorney.
 - Attorney Bourgeois: Would recommend the Township use a contract similar to what was in effect with the previous animal control agent. If not, there are some changes that are highly recommended in the version forwarded.

- Clerk to check and see if new person is willing to use.
- Arcasearch is done with the minutes. There are now 150 years of minutes online/available on the website. Clerk demonstrated access for the board.
- Northern Metal Tour invite – Wednesday at 6 pm
- Swing Away mailboxes went up in price. New ones are \$75 each.

No other business

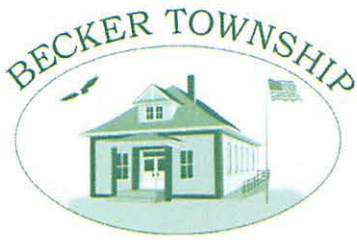
Meeting Adjourned 8:41 p.m.



Brian Kolbinger, Chair



Lucinda Messman, Clerk



Regular Town Meeting
Monday, October 21, 2019
12165 Hancock Street

MEETING
MINUTES

Attending

- ☑ Township Chair Brian Kolbinger
- ☑ Township Vice Chair Brad Wilkening
- ☑ Township Supervisor Gary Gilbert
- ☑ Township Supervisor Joe Danielson
- ☑ Township Supervisor Luke Babler
- ☑ Township Clerk Lucinda Messman
- ☑ Township Treasurer Tanya Danielson
- ☑ Township Deputy Clerk Fran Seeley

Absent Board Members:

Attending Staff: Damien Toven – Township Attorney, Wes Davis – Township Engineer, Ben Wikstrom – Township Planner, Jacob Sanders – City of Becker Planner; Mary Roe – City of Becker Planner (intro)

Others Attendees: Miranda Wagner – Sherburne SWCD, Val Wruck, Tony Wruck – Wruck Excavating, Dan Frank – Sherburne County Sheriff, Mark Kolbinger, Jeff Peterson – J and L Services

Meeting called to order and quorum verified by Chair Kolbinger.

CONSENT AGENDA

MOTION TO APPROVE BY WILKENING, SECOND BY DANIELSON – MOTION CARRIED

Consent Agenda Items:

- Regular Town Board Meeting Minutes September 2019
- Upcoming electronic fund transfers/automatic payments approval
 - City of Becker – water/sewer, Xcel Energy – gas/electric, Ace Disposal – Twp maintenance, Advanced Disposal – container at Town Hall, Midco Business – phone and internet, Upcoming EFTS related to payroll: Federal taxes, State taxes and PERA - mandated rates, State of MN for building permit surcharge fees
- Correspondence
 - Records Destruction Report 9/18/19, Notice of PNP 3/3/2020, Xcel Energy Upper Midwest Energy Plan, City of Monticello Animal Control Fee Change, Vendor List for Checks/Office Supplies, Approval to post Tri-Cap Assistance Information, ISD 726 Notice of Special Election, Road Certification Request, CMRP Partnership Memo, MPCA Rules Amendment notification, Opioids Class Action Information, Preliminary NTC Market Value Comparison, Proposed 2020 Tax Capacity Values, Municipal Construction & Development Fee Review & Expense Annual Report.

Pledge of Allegiance

REGULAR AGENDA APPROVAL

Motion to approve agenda by Babler. Second by Gilbert. Motion carried, all voting in favor.

SHERBURNE COUNTY SHERIFF'S REPORT – Sgt. Dan Frank

- 107 Calls for service
- 11 traffic stops
- Car deer incidents have increased. Reminder to all to slow down.
- 110th Speed statistics distributed. Full text in 110th Street roads file.
 - Sign in place 9/11/2019-9/23/2019
 - Average speed 20.71 mph

- Maximum speed 41 mph
- Average volume per day 348
- Indicates no speeding issue.
- Supervisor Babler to pull the post.

ENGINEER'S REPORT – Wes Davis

- 185th Ave SE intersection with CR 4 low spot has been repaired by Knife River
 - Observed during rain events – draining ok
 - Recommend release of retainage and sanding well this winter
 - Road Supervisor Gilbert agrees and said it is acceptable. On track with budget. He knows our engineer checked every day the rain was occurring.
 - **Motion to approve release of retainage in the amount of \$31,219.36 pending final paperwork by Wilkening. Second by Babler. Motion carried, all voting in favor.**
- County Road certifications are in the work – will submit by deadline.

SHERBURNE SWCD – Miranda Wagner, District Technician from Elk River

- Works with Ag Communities and Prairie Restoration
- Woodberry Farms Resident asked if he could plant Prairie grasses in the cul de sac areas.
- Supervisor Gilbert requested she attend so Town Board could ask questions regarding all township owned property.
- Program costs were reviewed and Growing Your Prairie information was handed out to board members [full text on file: Native Plantings]
- History Center has some good examples.
- Woodberry Farms recommend firm pack seed bed, broadcast and crimp/roll in. 1st three years are the largest work times. Year one weeds and looks ugly (seed sleeps), year 2, some grasses and black eyed Susan's, year 3 a lot of diversity
- Long term management – spot treatments, no need to burn annually and there are some mowing options
- Benefits
 - Habitat for pollinators
 - Easier/better for environment – no fertilizer or watering required
- Cost Share programs are available
- Maintenance is required – Supervisor Babler asked if the park funds held at Sherburne County could be used for this?

RESIDENTIAL OPEN FORUM - none

TOWN PLANNING COMMISSION/JOINT PLANNING BOARD UPDATES – Planner Wikstrom

- A lot of new items this month
 - Preliminary & Final Plat – Becker Meadows
 - CUP Application – Dillon Johnson Northern Performance Diesel Repair
 - Ordinance Amendment Rezoning Wruck land on highway 10 to Commercial district
 - Ordinance Amendment – clarification language for shipping containers
 - Special Planning Commission Scheduled for Edgewood Acres Preliminary/Final Plat
 - Working through some enforcement actions
- Sanders
 - Introduction of Mary Roe – other City of Becker Planner. They will alternate months of attendance.

- Building Inspection RFP was done a few years back. They are looking into it again.

SUPERVISOR REPORTS

Fire Board – Supervisor Babler

- Purchased stickers for Santiago's new truck

Central Mississippi River Regional Planning Partnership – Supervisor Kolbinger

- Next meeting coming up on Thursday this week

Roads Report – Supervisor Gilbert

- **Projects:**
 - Woodberry Farms – rocks and trees removed from the 2 cul de sac's.
 - 77th Street, 92nd Street, and 112th Street projects are complete – will be billed in December 2019. 112th Street may need culvert work in spring. TS Dirtworks did a good job with these
 - 2 failing roads in township – 117th street and 107th street east of CR 67
 - Salida 164th Ave needs reconstructing
 - 157th Street needs to be discussed/determine what we will do with the back portion. Need to discuss location with back landowners.
- **Road Repairs:**
 - None this month
 - 142nd has a pothole needing repair
 - Sinkhole in Wildwood
- **Tree Trimming/Clearing**
 - Completed Woodberry Farms cul-de-sac tree removal
 - 2 large pine trees on north end of 185th
 - Large Juniper on corner of 95th street and 189th street
 - East end of 107th street trimmed up – more needed
- **Garbage/Vandalism**
 - Mattress and tires on 175th ave
 - Microwave on 190th ave
- **Signs**
 - Jeff Peterson continuing to focus on sign issues for Twp – three street signs left to replace
 - 166th street and 168th street ROW Signs installed in between
 - Relocated sign 150th ave and 122nd street to CR 24 intersection
 - Installed new signs 164th and 164 ½ by Salida
 - 157th Street and no outlet installed
 - New sign on 163rd ave
 - Replaced stop ahead sign on 137th street with updated sign
 - Replaced 4 signs along CR 11 that said Park Blvd to now read CR 11 SE
 - Straightened/repared 2 bent signs on CR 16 and CR 4
 - Shared City roads – we will do signs on our half – 2 curve signs to be installed
 - Working on installing min maint sign of 67th West of 11
 - Working on installing fire numbers along 185th Ave – north end is complete, finishing south end
 - Fire number signs overall in bad shape – they are next on list of signage
- **Right of Way Issues/Violations**
 - None
- **Miscellaneous Items**
 - Discus status of double cul-de-sac – adjacent to Kelly Woods parcel.

Town Hall –

- Landscaping – maybe yet this fall or it will be next spring at number given
 - No plants this year
- Physical building
 - Basement entry needs work
 - Entry light needs to be replaced
 - Desk to be here later this week
 - Credenza's coming later
 - Approval given for new counter – billing to be delayed until fiscal 2020.

Other –

- General Maintenance Contract – discuss in November
- Fee Schedule – discuss in November
- Job descriptions have been reviewed by legal. **Motion to approve job descriptions submitted for Clerk, Deputy Clerk, Treasurer, and Deputy Treasurer by Wilkening. Second by Danielson. Motion carried, all voting in favor.**

TREASURER'S REPORT - TANYA DANIELSON

- **Motion to move \$24,200 from Finds and fees fund to Road and Bridge fund by Babler. Second by Gilbert. Motion carried, all voting in favor.**
- **Motion to approve treasurer's report as distributed by Wilkening. Second by Babler. Motion carried, all voting in favor.**
- **Motion to pay warrants 14399-14330 and PO 1172, 1177 - 1184 in the amount of \$41,092.97 by Wilkening. Second by Gilbert. Motion carried, 4-0-1. Supervisor Danielson abstained as his company had submitted an invoice.**

CLERK'S ITEMS – LUCINDA MESSMAN

- Animal Control – revised contract presented. **Motion by Danielson authorizing chair to sign contract. Second by Babler. Motion carried, all voting in favor.**
- Santiago Township letter/article in newspaper
 - Board is not paying the invoice.
 - Supervisor Gilbert provided history – the article in the newspaper didn't match what he understood the bill to be (paper said ditch work – there was no ditch work).
 - After estimate for project was approved, John Herbst called and said he wanted to bill Becker Township for his services in addition to estimate. Supervisor Gilbert told him no.
 - Bill from Santiago amount is the same as John Herbst said he wanted to bill though the invoice doesn't read that way.
 - Clerk sent response last month.
 - No further action required

Treasurer asked what was needed for the budget meeting next week. She will bring last year's numbers, next years projected numbers and levy amounts and when they arrive.

Supervisor Gilbert informed the board he will be stepping down from the Road Supervisor position.

- Upcoming projects and cost estimates prepared by engineering were presented.
- CIP is coming up and will take 40-60 hours to set up.
- Right of Way ordinance needs to be revamped
- Engineering standards need to be completed.

- There is a lot to Road Supervisor and the Township is 2-3 years away from getting things into good shape.
- Lots of odd ball stuff has been completed.
- Asphalt maintenance is an issue.
- Supervisor Wilkening stated the board may need to consider hiring some part time staff.
- Chair Kolbinger asked if he would consider staying until April as that is when the position usually changes.
 - Bring the information to the budget meeting.
 - If the biggest issue is you don't have time, maybe hiring someone who reports to the Road Supervisor would be better

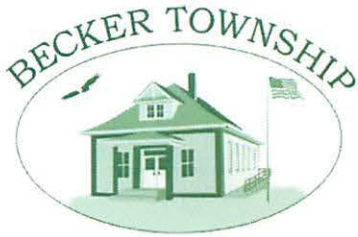
Meeting Adjourned 8:07 p.m.



Brian Kolbinger, Chair



Lucinda Messman, Clerk



Special Regular Town Meeting
Monday, October 28, 2019
12165 Hancock Street

MEETING
MINUTES

Attending

- ☑ Township Chair Brian Kolbinger
- ☑ Township Vice Chair Brad Wilkening
- ☑ Township Supervisor Gary Gilbert
- ☑ Township Supervisor Joe Danielson
- ☑ Township Supervisor Luke Babler
- ☑ Township Clerk Lucinda Messman
- ☑ Township Treasurer Tanya Danielson

Absent Board Members: none

Others Attendees: none

Meeting called to order and quorum verified by Chair Kolbinger.

Treasurer Danielson reviewed expected revenue streams.

- Note permits are not fully funded at this time. Permit fund is a part of the General fund and is an area of concern.
- Parks funds and escrow funds are not available for budgeting
- Anticipating about 13,000 from Fire Hall fund will be available for transfer to General fund once the bond is paid off.

Discussion of all areas of budget.

Town Hall Fund – budget of 20,000 planned for 2020. This will draw down the balance of approximately 38,000 down by 5,000. Levy of 15,000 is fine. Look at Roof repairs, flagpole, interior painting, bathroom upgrade to ADA standards, carpet replacement, Gazebo work, concrete near basement door has issue where a/c is located.

General Fund – 4 elections this year. Clerk gave listing of technology expenses estimated election expenses. PNP election to be paid for by the Party caucuses. Need to keep good record of these costs.

Road and Bridge – 950,000 levy. Reminder to move mailboxes on 77th street to houses as indicated at road meeting. Gary and Joe will work on CIP information in March. Clerk to text Joe and Luke any road issues at this time. Discussion of projects and road issues that will be coming. Conditions of roads, signs, right of way, headwalls and obstructions and various tree issues still remaining in the township.

Treasurer to put numbers discussed into budget and bring to meeting for approval.

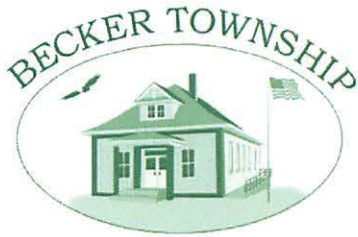
Adjourn 9:17 p.m..



Brian Kolbinger, Chair



Lucinda Messman, Clerk



Regular Town Meeting
Monday, November 18, 2019
12165 Hancock Street

MEETING
MINUTES

Attending

- ☑ Township Chair Brian Kolbinger
- ☑ Township Vice Chair Brad Wilkening
- ☑ Township Supervisor Gary Gilbert
- ☑ Township Supervisor Joe Danielson
- ☑ Township Supervisor Luke Babler
- ☑ Township Clerk Lucinda Messman
- ☑ Township Treasurer Tanya Danielson
- ☑ Township Deputy Clerk Fran Seeley

Absent Board Members:, none

Attending Staff: Kelli Bourgeois – Township Attorney, Wes Davis – Township Engineer, Ben Wikstrom – Township Planner, Mary Roe – City of Becker Planner

Others Attendees: Tony Wruck – Wruck Excavating, Sherburne County Sheriff, Mark Kolbinger, Roy Plohockey – Skynett,

Meeting called to order and quorum verified by Chair Kolbinger.

Pledge of Allegiance

CONSENT AGENDA

MOTION TO APPROVE BY WILKENING, SECOND BY DANIELSON – MOTION CARRIED

Consent Agenda Items:

- Regular Town Board Meeting Minutes October 2019
- Upcoming electronic fund transfers/automatic payments approval
 - City of Becker – water/sewer, Xcel Energy – gas/electric, Ace Disposal – Twp maintenance, Advanced Disposal – container at Town Hall, Midco Business – phone and internet, Upcoming EFTS related to payroll: Federal taxes, State taxes and PERA - mandated rates, State of MN for building permit surcharge fees
- Approvals/Acceptance
 - Summary of Substantive Joint Powers Edits in the Central Mississippi River Regional Planning Partnership Agreement.
 - Acknowledgement/Acceptance of City of Becker Community Development Fee Schedule for Planning and Zoning services, 2020.
 - 2020 application deadlines for Planning and Zoning noted.
 - **Resolution 2019-12:** Resolution Permitting use of Certain Town Road Rights-of-Way by Sherburne County Snowmobile Trail Association.
 - **Resolution 2019-13:** Schedule of Regular Meetings for 2020 for the Becker Town Board, Becker Township, Sherburne County, Minnesota.
 - **Resolution 2019-14:** Schedule of Regular Meetings for 2020 for Becker Town Planning Commission and Joint Planning Board, Becker Township, Sherburne County, Minnesota.
 - **Resolution 2019-15:** Resolution Designating Annual Polling Place.
 - **Resolution 2019-16:** A Resolution finding that it is in the Best Interest of the Township of Becker to Enter into the Central Mississippi River Regional Planning Partnership: Joint Powers Agreement and Approving of Entering into said Agreement.
 - **Resolution 2019-18:** A Resolution Designating a Road Supervisor and Alternate Road Supervisor in Conjunction with any Road Services Agreements that the Township Holds.

REGULAR AGENDA APPROVAL

Motion to approve agenda after adding Roy Plohockey to the open forum section by Babler. Second by Gilbert. Motion carried, all voting in favor.

SHERBURNE COUNTY SHERIFF'S REPORT

- Nothing irregular this month

OPEN FORUM

- Roy Plohockey, Skynett
 - Installing fiber optic service in Enchanted Thicket, Hidden Treasures, and 173rd right now.
 - Issue with Midco receiving permits at the same time for fire service. They are coming along side and wrecking his installations that are not yet complete, so cannot be marked. Wondering if the Board can delay issuing permits of similar types of utilities so one can be installed before the next comes along. No issue with the competition, but having issues with them destroying Skynett fiber. Snow early this year is causing marking issues. Looking for any assistance/ideas.
 - Engineer Davis: Typically, utility request permits arrive, and he views the area for impacts. In this case, they are working on top of each other. Do we have a responsibility here or is it a civil issue? This is the first instance we have encountered.
 - Both companies received permits from Sherburne County at the same time as well.
 - Supervisor discussion
 - Is there an issue if we hold off or is that interfering with competition?
 - Technical aspects of the procedures discussed (plowing in, boring, pushing fiber through, how locates work, marking, snow, how long until locates can be done).
 - We have never run into this before. Restoration of vegetation in the right of way could be issue.
 - If locates are marked and they are hit, contractor hitting them is responsible. If locates are not marked (and at point they can be) and gopher state has already marked the area, gopher state is responsible.
 - Sounds like very bad timing. Erosion control and turf establishment are a concern that must be watched at this point.
 - Attorney Bourgeois: without researching to verify, once the township has issued the permit, there is little they can do as far as timing. Caution to board: watch steps here as to not interfere with competition.
 - Board is looking forward to high speed internet for Township residents and thanks for bringing the matter to their attention. Will do some checking regarding issuing permits.

TOWN PLANNING COMMISSION/JOINT PLANNING BOARD UPDATES – Planner Wikstrom

- 1 public hearing this month – setback variance. Planning Commission recommended denial based on applicants lack of ability to demonstrate practical difficulties.
- Discussion of width to depth ratio in code. Is 200' road frontage acceptable or too narrow, let go the depth vs. reasons for making sure lots don't get too long and narrow. Good and bad were discussed. Board will look at in future months and do some more review.

ENGINEER'S REPORT – Wes Davis

- Utility permits – unusual situations. Both applicants provided plans, 8 different roads. No timeline given. Both provide bonds. Various ideas for remediation discussed. More to come as Legal asked questions regarding provisions for bonds/liability, possible permit expiration dates, procedures and process needs more research before a decision is made.

- Warhol in Bolder Crossing – ROW Violation. Soil washing out, vegetation is not established, they were notified with a 11/20/2019 deadline for restoration. Topsoil is still there. Frost issues at this time. Working with Engineering and clerk in the loop. Will get more completed next spring.
- Knife River, final 185th Street payment was held/voided as they have not yet submitted a final IC-134. This is required by law before the final payment can be issued. Paperwork may not be correct, once things are finalized engineer will bring a possibly revised final payment to the board.
- County Road Certification
 - Added the frontage road, 164 ½ by Accurate
 - Added 157th, but county is disputing this one.
 - Added the 100' of 67th street west of CR 11, county is disputing this one.
 - Working through things. Clerk pulled road orders.

SUPERVISOR REPORTS

Fire Board – Supervisor Babler

- Quick meeting, nothing out of ordinary.

Central Mississippi River Regional Planning Partnership – Supervisor Kolbinger

- **Motion to Authorize Town Board Chair to sign the Central Mississippi River Regional Planning Partnership: Joint Powers Agreement by Babler. Second by Danielson. Motion carried, all voting in favor.**
- **Motion to approve Brian Kolbinger and Brad Wilkening signing the Code of Conduct paperwork as formalities required for participation in the Central Mississippi River Regional Planning Partnership by Babler. Second by Danielson. Motion carried, all voting in favor.**

City of Becker – Supervisor Kolbinger

- Clerk forwarded email about a week ago from City of Becker requesting individual supervisor support of their bonding request to the State of Minnesota.
- 300 Word submission recommended to be submitted by the clerk reading: “Becker Township’s Support of City of Becker Bonding Request for Development due to Sherco Closings, WHEREAS, Town of Becker is located in Sherburne County & surrounds City of Becker & financial impacts of closings will be seen county & region wide & given the need & scope of the project, City of Becker cannot fund this alone; the Becker Town Board hereby supports the City of Becker’s Bonding Request for Assistance”
- Resolution 2019-17, support of their bonding request, could be passed and sent to legislators to show the Township formally supports the City’s efforts to get the infrastructure completed to attract business to the area.
- **Motion to approve Resolution 2019-17: A Resolution in Support of the City of Becker’s Bonding Request for Assistance to Facilitate Development of the Business Park and Lessen the Impact of the Sherco Closings [full text on file] and send to the list of committee members and legislators individually and the 300 word submission to be completed by the clerk online by Wilkening. Second by Gilbert. Motion carried, all voting in favor.**

Roads Report – Supervisor Danielson

- Supervisor Danielson and Supervisor Babler went over and inspected issue areas on 77th street and 112th street. Will go back around if the frost stays out – part of issue is due to frost.
- Contractor patched pothole on 142nd Street with cold patch. Smaller ones are there now as well that will get bigger.

- Rocks on the double CDS are removed, so are the ROW Obstructions. Images viewed. No one seems to be driving through at this time.
- Question to board – verification of what gets plowed:
 - 164th – gravel road in Salida Plat – yes plow
 - 109th street – yes, we plow. There is the swap out portion with Orrock Township
 - Boulder Crossing roads – yes, all are to be plowed by us from now on
 - 67th Street – it is Santiago’s year

Town Hall –

- Irrigation next year – to hold at same quote given this year

Other –

- General Maintenance Contract – all same duties, change dates possibly add for year to year renewal – depends on value. Attorney to review proposed verbiage with plan to open in January. Clerk to advertise for quotes as value anticipated around \$115,000.
- Fee Schedule – Supervisor Wilkening - a lot of the county fees are much higher. Reviewed actual costs of the last few land use permits as well. Recommendation to get these changed to more adequately reflect costs. Will work with staff members and set up a meeting to review and bring a revised proposal in January.

TREASURER’S REPORT - TANYA DANIELSON

- **Motion to approve treasurer’s report as distributed by Wilkening. Second by Babler. Motion carried, all voting in favor.**
- **Motion to pay warrants 114431-14457, void 14433, and PO 1185-1191 in the amount of \$33,370.77 by Gilbert. Second by Babler. Motion carried, 4-0-1. Supervisor Danielson abstained as his company had submitted an invoice.**


CLERK’S ITEMS – LUCINDA MESSMAN

- Plastic tables are currently on sale at Becker True Value. We have a broken table that is needed for elections. Would like to replace the old, heavy, wooden tables with these lighter weight plastic ones. Would like 3. Budget is tight, but we will need these in March. Savings 15 per table. Board directive to purchase three now.

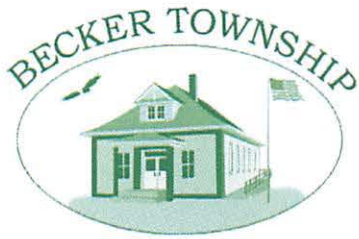
Meeting Adjourned 8:19 p.m.



 Brian Kolbinger, Chair



 Lucinda Messman, Clerk



Regular Town Meeting
Monday, December 16, 2019
12165 Hancock Street

MEETING
MINUTES

Attending

- Township Chair Brian Kolbinger
- Township Vice Chair Brad Wilkening
- Township Supervisor Gary Gilbert
- Township Supervisor Joe Danielson
- Township Supervisor Luke Babler
- Township Clerk Lucinda Messman
- Township Treasurer Tanya Danielson

Absent Members: Township Deputy Clerk Fran Seeley

Attending Staff: Kelli Bourgeois – Township Attorney, Wes Davis – Township Engineer, Ben Wikstrom – Township Planner, Jacob Sanders – City of Becker Planner

Others Attendees: Sgt. Frank - Sherburne County Sheriff, Mark Kolbinger

Meeting called to order and quorum verified by Chair Kolbinger.

Pledge of Allegiance

CONSENT AGENDA

MOTION TO APPROVE BY WILKENING, SECOND BY DANIELSON – MOTION CARRIED

Consent Agenda Items:

- Regular Town Board Meeting Minutes November 2019
- Special Town Board Budget Meeting October 28, 2019
- Roadside Public Hearing Town Board Meeting May 4, 2019 – 117th Street
- Roadside Public Hearing Town Board Meeting May 4, 2019 – 157th Street (also known as Bus Garage Road and Keith Cox Road)
- Upcoming electronic fund transfers/automatic payments approval
 - City of Becker – water/sewer, Xcel Energy – gas/electric, Ace Disposal – Twp maintenance, Advanced Disposal – container at Town Hall, Midco Business – phone and internet, Upcoming EFTS related to payroll: Federal taxes, State taxes and PERA - mandated rates, State of MN for building permit surcharge fees
- Correspondence Acknowledgement: City of Becker Snowplowing/Sidewalk Change; 2020 MN Tax Levy Report filing; Notice of Annual Election filing; CMRP Meeting notices, agenda, draft engagement agreement and stakeholder mapping workshop.
- Approval of Resolutions – Full text on file for each resolution.
 - **Resolution 2019-19:** Resolution Authorizing Contract with Interested Officer under Minn. Stat. §471.88, subd. 5 (Supervisor Luke Babler)
 - **Resolution 2019-20:** Resolution Authorizing Contract with Interested Officer under Minn. Stat. §471.88, subd. 5 (Supervisor Joe Danielson)
 - **Resolution 2019-21:** Resolution Appointing Members to the Becker Joint Planning Board
 - **Resolution 2019-22:** Resolution Appointing Members to the Town Planning Commission
 - **Resolution 2019-23:** Resolution of the Town of Becker Appointing Election Judges (Presidential National Primary)

REGULAR AGENDA APPROVAL

Motion to approve agenda by Gilbert. Second by Babler. Motion carried, all voting in favor.

SHERBURNE COUNTY SHERIFF'S REPORT

- 88 Calls for service on statistics list, but there were more. Statistics are off this month. Will be correct next month.
- 163rd homeowner notified it is illegal to push snow across road. If others are seen or cause accidents, they do stop and notify homeowners. Otherwise driven by complaints.
- Complaints – mainly snowmobile related and barricades at driveways. Groomer has been doing trails – ATV's are allowed on them – even if they are groomed. DNR is working actively to educate people.

OPEN FORUM

- No one present

OPEN GENERAL MAINTENANCE QUOTES

- 1 quote submitted by Wruck Excavating. **Motion to tentatively award to Wruck Excavating pending review of documentation by Wilkening. Second by Danielson. Motion carried, all voting in favor.**
 - Summary
 - Grading of Town Roads \$85/hour
 - Gravel application and Spreading Equipment Price list
 - Motor Grader \$85/hour
 - Rubber Tired Roller
 - Pull behind \$18/hour + tractor
 - \$70/hour
 - Tractor
 - 100 HP \$55/hour
 - 150 HP \$70/hour
 - Dump Truck/Belly Dump \$90/hour
 - Front End Loader \$95/hour
 - Skid Steer \$85/hour
 - Water Truck
 - 3,000 gallon \$71/hour
 - Pull behind 1,000 gallon \$21/hour + tractor
 - Roadside Mowing & Weed Control Equipment Listing
 - 5' mower \$65/hour
 - 6' mower \$70/hour
 - Miscellaneous Equipment
 - 115 HP Excavator \$100/hour
 - 175 HP Excavator \$130/hour
 - Articulated Dump Truck \$140/hour
 - General Labor for man hours not included in equipment operations \$50/hour

TOWN PLANNING COMMISSION/JOINT PLANNING BOARD UPDATES – Planner Wikstrom

- December meetings cancelled.
- After the November Town Board Meeting, the Buesgins Variance application was denied.
- General updates
 - Two applications have arrived for January – Plat application for the Wruck Commercial site and Conditional Use Permit application for the Sunflower Farm.
 - A Plat Application is in process to be heard in February.
 - Enforcement activity

- A letter was sent regarding a shipping container.
 - Long discussion between Town Board Supervisors and planning staff regarding reasons to allow and reasons to not allow in Township. Staff will bring to Planning Commission for further discussion.
- One with drainage issue mitigated the issue well.
- Planning Commission will review information regarding allowing increased square footage for accessory structures in January.
- Discussion of where water mains are located in the Township.

ENGINEER'S REPORT – Wes Davis

- Knife River has submitted all paperwork for final payment on 185th Ave SE. Prior final payment was voided as appropriate paperwork did not arrive. **Motion to pay \$34,477.48 retainage to Knife River by Wilkening. Second by Danielson.** Discussion: what was the additional for? Retainage plus additional required for changing some striping from broken line to solid line. **Motion carried, all voting in favor.**
- Boulder Crossing officially obtained the 50% Certificate of Occupancy rate needed to have the township take over ownership of roads the week following last Town Board meeting. **Motion to have township take over roads and maintenance for Boulder Crossing by Danielson. Second by Babler. Motion carried, all voting in favor.**

SUPERVISOR REPORTS

Fire Board – Supervisor Babler

- New radios are in and will be programmed this week. Old ones have been sold.

Central Mississippi River Regional Planning Partnership – Supervisor Kolbinger

- Meeting later this week
- City Planner Sanders described the plan for upcoming stakeholder mapping workshop to Supervisors.

Roads Report – Supervisor Danielson

- Snowplowing issues – need contractor out earlier and more sanding.
- Contractor will be repairing damage in Woodberry Farms next spring. There was no frost so once a blade would hit dirt – it was pulled in and made it worse. Board viewed all images submitted by Township Residents.
- Important that underbodies are used on the plows.
- Mailboxes – those hit have been handled.

Town Hall –

- Roof quote – hasn't arrived to clerk yet
- Porch light diode needs repair – Hubbard ordered

Other –

- Right of way ordinance – discussion of having all items in a single ordinance vs. separate ordinance. Board directive – pull utility permits out and make a stand alone ordinance. Ideally, want to see
 - Parking ordinance (done)
 - Driveway ordinance (goes out with permits – done)
 - Right of Way Ordinance (amend)

- Utility Permit Ordinance (pull out for PH for next month)
- Mailbox ordinance (to do)
- Ted Meyers – 96th Street – question regarding garbage cans in street/snow buildup. Clerk to let Sheriff know. Reminder needed. Attorney: any damage is on the property owner –see snow policy.
- Sheet prepared for Snow Plow Drivers to hand out. If issue, they are to contact the clerk. Then the clerk to contact appropriate personnel. Normally - Road Supervisor though sometimes it may be appropriate to text both road supervisors and contractor.
- Gary – reminder that a few things are being finished up – all street signs are now done and meet Federal retro reflectivity standards as mandated. Jeff is working on fire numbers now.

TREASURER'S REPORT - TANYA DANIELSON

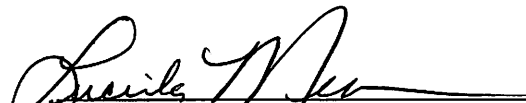
- This is the final report representing year end. **Motion to approve treasurer's report as distributed by Babler. Second by Gilbert. Motion carried, all voting in favor.**
- **Motion to pay warrants 14458-14483, and PO 1192-1198 in the amount of \$139,136.13 by Wilkening. Second by Babler. Motion carried, 4-0-1. Supervisor Danielson abstained as his company had submitted an invoice.**
- 2020 Budget presented to Board as discussed at Budget Workshop in October. Reminder: Bond is done. The remaining balance in that fund can be moved. **Motion to move the balance of the Bond Fund to the General Fund and discontinue the Bond Fund by Babler. Second by Gilbert. Motion carried all 5 supervisors voting in favor.**

CLERK'S ITEMS – LUCINDA MESSMAN

- Local Board of Appeal and Equalization is set for April 7 at 9 a.m.. Does this work? Board Consensus – yes.

Meeting Adjourned 8:14 p.m.


 Brian Kolbinger, Chair


 Lucinda Messman, Clerk