

**Becker Township Board
Regular Board Meeting
January 19, 2016**

Present: Gary Hammer, Brian Kolbinger, Brad Wilkening, Joe Danielson, Tanya Danielson, Lucinda Messman

Absent: Jamie Johnson

Also Present: Kelli Bourgeois, – Township Attorney, T. VanderEyck – Township Engineer, Mark Wimmer, James Mecklenburg, Nancy Logering, Tammy Bergsten, Josh Hill, Marla Hietala, Ted Bensen, Dan So Han, Karen Doty, Kevin Doty, Tim Buchholz, Troy Morrell, Tanya Thom, Scott Boerner, Deputy Brad Muellner, Todd Schendzielos

Meeting called to order at 7:00 p.m. by Chair Hammer.

Quorum verified.

Agenda reviewed. **Motion to approve agenda as amended by Kolbinger. Second by Danielson. Motion carried, all voting in favor.**

Motion to approve December Regular Board Meeting minutes as presented by Wilkening. Second by Wilkening. Motion carried, all voting in favor.

Sheriff's Report:

- 147 calls for service
- 59 traffic stops
- fraud complaints are down
- Theft complaints are down
- Deputy Muellner will be taking over for Sgt. Franks until the first part of March.

Residential Requests

- Mr. Wimmer
 - Please correct December 2015 minutes to more clearly state the intent of his comment at the end of the meeting. Revision: Mr. Wimmer requests that the minutes state that he feels it should not be a taxpayer expense to pay for a noon meal for election judges. All other meals during the day are fine, just not the noon meal as most people have to figure this out on their own.
 - While he realizes that the board makes nominal wages, could it be reflected what they make more clearly. Yes, once clerk verifies what is public vs. non-public data in the area of payroll. Township board members receive \$75 per meeting.

Planning Commission/Joint Planning Board Updates by Attorney Bourgeois

- While not in attendance at the Solar Ordinance Public Hearing held by the Planning Commission, she has spoken with Attorney Toven regarding the hearing and also invited board appointees to that commission to add information as necessary
 - Draft Solar Ordinance distributed to Town Board
 - It is modeled after Stearns County Solar Ordinance, one that is used as a model by many locations, only tweaked to fit our Township.

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- Mr. Wimmer was thanked for the information he brought to the Planning Commission Board Public Hearing
- The biggest change recommended by the Planning Commission, the overall setback regulations.
 - Had read 50' from residence, Planning Commission recommended 100' from property line
- Supervisor Wilkening commented regarding the two main items discussed at detail during the public hearing
 - Location of solar farms: allowing solar farms in Ag and Heavy Industrial Zones rather than General Rural areas where the Township anticipates residential subdivisions
 - Setbacks. The Planning Commission is recommending 100' to allow for significant berm and ditch and fencing and he did more research after the hearing as well. It appears that setbacks are the biggest item of contention for solar farms in other areas as well.
- Supervisor Hammer mentioned that Xcel Energy has an official who is willing to share what other communities are doing with solar and he hopes to be able to connect with the official prior to the Joint Planning Board meeting January 26, 2016.
- Sherburne County Solar Farm Request for comment was distributed. Q: Do we need to comment? A(Attorney): no, it is optional. Q: Why are they using an IUP rather than a CUP, isn't that odd? A(Attorney): no, it allows for more conditions, expiration dates. It no longer gives the permission to go with the land, but if new owners come in, conditions and expiration dates can be revisited. Board consensus to not provide comment.
- Group Home/Boarding facility located at 13139 96th Street SE, Becker
 - Staff originally under impression this was a licensed group home, it is not.
 - As an unlicensed facility, if there were only 4-5 individuals living there, it would be considered a single family home, but staff has learned they are hiring employees and are connected with a larger Group Home Company. This appears to be a commercial venture and is prohibited by our zoning. This zoning violation needs to be corrected.
 - A notice of violation will be sent to the property owner
 - Court proceedings will occur if necessary. The Township's other attorney, Damien Toven would be available to prosecute and Attorney Bourgeois recommends the township bring him in on this
 - This will move quickly if the Town Board approves. There are many residents present who have experience/knowledge of this location
 - Property is owned by a private party, not the Group Home business
 - Q (board): if the property owner leases it out, who is responsible?
A(Attorney): the property owner is responsible
 - Chairman Hammer opened floor to comments from residents
 - One resident spoke with the new neighbor, Ben who said the house is in his name only but he is a 3 year employee of Genesis Group Home. Ben also stated that they will keep less than 6 people living there and mentioned that he heard this house was in a gun friendly neighborhood.

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Ben also mentioned that the Group Home Company is looking at other properties in the Becker Area

- Another property, 9336 131st Street, is a licensed group home directly north of this property and has a history of parking issues. Attorney Bourgeois pointed out that this particular address is a licensed facility and parking issues should be directed to the Sherburne County Sheriff's department.
- One resident mentioned shooting concerns. While fine with shooting, they did not like that at 1:00 am (after dark) there was a lot of shooting going on at the unlicensed facility. Residents of that facility have also driven their 4-wheelers onto neighboring properties.
- One resident mentioned that shooting occurs on a daily basis and they worry about the children in the neighborhood. Attorney Bourgeois and the Town Board members stated that if there is a safety concern, call 911 and have the Sheriff handle the situation. While the Town Board is the authority when it comes to zoning, the Sheriff is the authority regarding shooting regulations.
- One resident asked what the zoning is? A: General Rural, in rural areas such as ours, this is the residential zoning classification
- One resident mentioned covenants, Attorney Bourgeois indicated that the township board does not enforce covenants, that is up to the homeowners association. In this case, there are two developments: Majestic Knoll and Garbrian Woods.
- Q: How can we track what the board is doing. A: Attend meetings, contact clerk for minutes. Joint Planning Board will be meeting 1/26/2016 and this issue will be mentioned, though not a public hearing, members of the public could be asked for comment.
- Q: How soon will the violation letter go out? A: Plan is for notice to be drafted and go out immediately following the JPB meeting 1/26/2016, if not sooner.

Engineer's Report

- 137th Street Project – final edits will be ready next week. Estimate of \$270,000 to complete the project. This is the full cost, MN Dot will be sharing ½ (also ½ of the project completed to date).
- 185th Avenue – plans are underway. Looking at doing the South mile – most likely, just shy of \$500,000
- Reclaim/Resurface – 175th Ave and 177th Street are up for this summer. Estimate of \$270,000 is conservative. If the board wishes to pursue these, decision needed tonight to allow time to get estimates into the County for bidding.
 - Q: when will the County 11 project soils be available? A: Estimate July is when the Township will receive the dirt
 - Q: do we need an IUP for our own dirt? A: no, not when it is for a road project
 - Q: is the dirt useable? A: it should be. Board directed Eyk to ask the County if we can see the borings. Supervisor Wilkening stated that as long as it isn't peat, there are uses for the various types of dirt. If peat, the road wouldn't be stable.

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- Township needs to ID the site for stockpiling and will have to pay for some erosion control measures
- Q: when would 185th be ready to start?
 - Depends on wetland permitting. The area has been delineated. Needs approval before permits – sometimes permits are ready in 6 weeks, other times it takes up to 18 months
 - Plan is to let bids late summer and plan on a fall construction season due to less traffic from Carefree. Estimate for dirt work and gravel only and let set over winter before paving: \$200,000
- Discussion regarding various projects, budget, timing, prices, options of doing limited portions of various items
 - Board decision
 - Finish 137th Street this summer estimated at \$270,000.00.
 - Complete grading and base construction of 185th Avenue from CR 73 to 120th Street.
 - Send the 1 mile stretch of 175th to be included with county projects as it is in the worst shape. Shoulder discussed (varies, though most are 2:1), width discussed. Depending on timing of County 11 project, the road may be in and shoulder added later. Reminder to Eyk to have clearing and grubbing included in the specs of the work so all is done at once.
- Discussion regarding delineator signs on 137th Street. They will go on with the state project part this summer

Supervisors Reports

- Fire Board no report – meets 1/20/2016
- Sherburne County Active Living – no report at this time
- NorthStar – no report at this time

Treasurer's Report

- Auditors will be here 1/27/16. Treasurer has taken the day off work to meet them here.
- Overall Receipts and Disbursements match with Treasurer's books and Clerk's books. A few funds do not match, but are being corrected (ex: a general fund item in the town hall fund – these are being moved to the right location now and will be finished 1/21).
- Discussion regarding permits that Metro West signs off but don't bill us, Township still lists as current.
- Scenic Hills being handled by Attorney Bourgeois
- **Motion to approve Treasurer's Report as distributed by Kolbinger. Second by Wilkening. Motion carried. All voting in favor.**
- **Motion to pay warrants 13064-13090, check 8393, and purchase orders 23077-23082 in the amount of \$95977.89 by Kolbinger. Second by Wilkening.**
 - Discussion: Supervisor Danielson asked Todd Schendzielos if 200T of Salt/Sand used and billed in the past month is normal, given the weather conditions. It seems high for the mileage of the roads in the township. Discussion regarding salt/sand mix last year and this year. **Motion carried. All voting in favor**

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Other Business

- Animal Control Contract up for renewal. City of Monticello has higher rates, but it is the only option available during the week where we have a dog catcher. On weekends, with Sheriff's approval, dogs may be taken to the Tri-County facility. Contract needs some alterations as wording is unclear in a few areas. It will be brought back to the board after alterations.
- **Motion to approve Resolution 2016-01: Resolution appointing members to the Town Planning Commission (full text on file) by Kolbinger. Second by Danielson. Motion carried, all voting in favor.**
- **Motion to approve Resolution 2016-02: Resolution appointing members to the Becker Joint Planning Board (full text on file) by Kolbinger. Second by Wilkening. Motion carried, all voting in favor.**
- **Motion to approve Resolution 2016-03: Resolution appointing the 2016 Absentee Ballot Board (full text on file) by Kolbinger. Second by Danielson. Motion carried, all voting in favor.**
- **Motion to approve Resolution 2016-04: Resolution Appointing Election Judges (full text on file) by Kolbinger. Second by Wilkening. Motion carried, all voting in favor.**
- **Motion to approve Web policy as presented by Kolbinger. Second by Wilkening. Motion carried, all voting in favor.**
- Fund Balance Policy tabled until next month

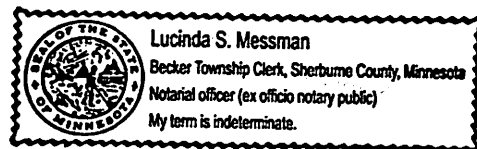
**Motion to adjourn by Danielson. Second by Kolbinger. Motion carried, all voting in favor.
Meeting adjourned at 8:35 p.m..**



Gary Hammer, Chair



Lucinda Messman, Clerk



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Present: Gary Hammer, Brian Kolbinger, Brad Wilkening, Joe Danielson, Jamie Johnson, Tanya Danielson, Lucinda Messman

Absent: none

Also Present: Kelli Bourgeois, – Township Attorney, Chad Kolstad, Henry Kolstad, Joe Eilers, Tony Eilers, Mark Wimmer, James Mecklenburg, Debbie Jensen – Danish Cemetery Association, Norman Jensen, Luke Babler – sections of 130th Ave, 108th St and 134th Ave (old Mallard Drive) Residents, Todd Schendzielos (15 minutes)

Meeting called to order at 7:00 p.m. by Chair Hammer.

Quorum verified.

Agenda reviewed. Changes – addition of Debbie Jensen and Luke Babler under Residential Concerns. **Motion to approve agenda as amended by Kolbinger. Second by Wilkening. Motion carried, all voting in favor.**

Motion to approve January Regular Board Meeting minutes as presented by Kolbinger. Second by Danielson. Motion carried, all voting in favor.

Sheriff Brott - Annual Report (full text in file)

- Summary of 2015 Monthly Reports – 2031 total contacts. Comparison with prior years – contacts are down.
- Questions/Comments?
 - Does population impact these numbers? A: Yes, higher population = higher contact numbers – there is a direct correlation
 - Do you track occurrences, such as thefts per capita, throughout the total county population? A: Yes, do not have those numbers tonight, but can get them for you if you would like. Yes, if there are certain types of crimes higher in certain areas, we would know.
 - Resident Q: Sheriff's office is doing a good job. Notice a lot of texting when driving on highway 10. A: Yes, there will be a media release regarding coordinated effort w/saturation shifts where 2 officers will be in each vehicle – one driving, other watching for distracted driving.
 - Resident Q: Are there more incidents of distracted driving on Highway 10 or side roads? A: Distracted driving is easier to identify on Highway 10
- Inmate population is averaging 600 per day – this is a revenue stream
- Per capita, Sherburne County has the highest number of permits to carry in MN. Not a single incident has occurred with permit holders.

- Monthly Report
- 68 traffic stops
- 15 public assistance
- 10 accidents
- 10 alarm

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- 4 theft
- 4 fraud
- 1 property damage

Residential Requests

- Eilers Brothers
 - They have a Federally Permitted farm near Clear Lake. MPCA wants a run-off area put in and they are required to notify the board.
 - Q: Who oversees your installation? A: State
 - No further questions, clerk to mail a copy of minutes after they receive approval and will email MPCA that the presentation was made to the board.
- Luke Babler – Road Rename Request
 - Roads were changed from Mallard Drive to 130th Ave, 108th Street and 134th Ave by 911 address changes
 - This has been confusing for not only residents, but emergency response vehicles and deliveries. Google Maps still has old street names listed.
 - Every resident in the area signed the petition presented to the board requesting the change back to Mallard Drive.
 - There have been at least three instances of 911 going to the wrong location. One time the fire department had to call back to figure out where to go
 - Attorney Bourgeois: Per State Statue this naming and renaming roads is within the power of the Town Board. Recommend a public hearing and notice to be sent. Also, Town Board will need to verify with the County that the name change is acceptable. Mr. Babler provided clerk listing of names/addresses on the roads petitioning for a name change.
 - Clerk mentioned there are three time periods, due to elections, that road names cannot be changed this year. Will review those.
- Deb Jensen on behalf of Danish Cemetery Association
 - Thank you for your support this past year. It helped with maintenance and some upgrades to equipment.
- Mr. Wimmer
 - 2nd request regarding payroll numbers. Isn't there a report you can print to distribute this? Clerk: unfortunately there is not. Mr. Wimmer's question last month had us reviewing reports to find one appropriate. Unfortunately, it was determined that private data is generated on all of the payroll reports we have available. It has to be changed and clerk is working with MAT and State Auditor's office to try and get change as this affects all Townships using the software the State recommends/developed.

Planning Commission/Joint Planning Board Updates by Attorney Bourgeois

- No Planning Commission Meeting this month due to lack of quorum. Only item on the agenda had been pulled earlier in the day due to a change in the boundary adjustment request as it did not meet zoning regulations and would require a variance and possibly an ordinance amendment.

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- Joint Planning Board – Group Home Update – the company has obtained legal council and told staff they won't start operations until this matter is settled.

Engineer's Report – Supervisor Hammer

- 137th Street Easement had to be revised as no land ended up being purchased by BNSF and so new survey documents had to be submitted.
- Road Certifications from the county, along with \$36,844.52 State Allotment presented
- County Bids are expected to have a much lower price on asphalt. Spoke with Engineer who has been present at other bid openings this year and he noted that asphalt coming in at \$39 and lower per ton whereas his estimates to the Town Board had been at \$79/ton. Chair directed Engineer to include an add item to our county bid as we may be able to get both 175th and 77th completed for not much different than Engineer's Estimate for 175th.
- **Motion to make final payment in the amount of \$2,072.96 for 87th Street Culvert work to M.L. Schendzielos by Johnson. Second by Wilkening. Motion carried, all voting in favor.**
- 185th through two culvers – preliminary plans presented. Plans viewed by board. No public hearing needed for stockpiling of materials from county road 4 since this is for a road project.
 - **Motion for Chair to sign contract with Independent Testing Technologies, Inc. for 26 split-spoon borings between 127th Street SE and the curve just north of 109th Street SE on 185th Ave SE in the amount of \$5,320 indicated in their estimate** (full text in 185th Ave Project file) **by Wilkening. Second by Johnson. Motion carried, all voting in favor.** Clerk to forward signed documents to Bogart Pederson & Associates after Chair has signed.

Funding Requests reviewed – 4 received

- Becker Parks & Rec, Danish Cemetery Association, Safety Camp, Becker All Night Graduation Party

Supervisors Reports

- Fire Board
 - Standard meeting
 - Grass rig completed – Santiago buying the old grass rig
 - Trainings reviewed – plan developed. New medical director to certify use of drugs/first aid equipment. Still Centra Care, but now a new individual. The new individual will also manage trainings
- Sherburne County Active Living
 - Internet items right now
 - Desire trail from Zimmerman to St. Cloud – a private, off road trail (similar to the Wright County Trail)
 - More web-based meetings scheduled
- NorthStar – no report at this time – only meets 3x/year

Treasurer's Report

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- Cash control – no questions - **Motion to approve Treasurer’s Report as distributed by Johnson. Second by Kolbinger. Motion carried. All voting in favor.**
- **Motion to pay warrants 13091-13113, void check 13114, and pay purchase orders 23083-23086 in the amount of \$47,744.6 by Wilkening. Second by Kolbinger.**
- We have a safety deposit box – cost is around \$35/year to have one. We only have a CD in there at this time. Fireproof, locking storage is available at Town Hall. Do we want to keep the safety deposit box?
 - Discussion: originally was to keep backups in off-site. Now we use cloud storage so not needed for that purpose. Other discussion regarding possible uses. Board Consensus – keep the safety deposit box for the time being.
- Occasionally the Township incurs late fees from Windstream, Xcel and Ace disposal due to timing of meetings. Treasurer would like to automate these as well as the bill for city water and sewer to alleviate these fees. There would still be a monthly purchase order written and bill will pass through claims in a similar manner but no more late fees would be incurred. **Motion to have Treasurer set up automatic payments for Windstream, Xcel, Ace Disposal, and City water & sewer by Kolbinger. Second by Wilkening.** Discussion: never thought we would do this, but with technology advances and its use to eliminate late fees definitely worth consideration. **Motion carried, all voting in favor.**
- Preliminary Audit report received this afternoon. Only issue this year, lack of minimum fund balance policy and we need to adopt a full budget – more in depth than we use now. The auditors developed all statements. Treasurer has teleconference with auditors’ tomorrow night at 6 pm. If, after review, any questions for them, let her know prior to meeting. Sample/starter revenue budget distributed. More review to occur at Board of Audit meeting.

Other Business

- City of Becker asked if we would change our water softener and fireplace permit fees to match theirs and eliminate errors. **Motion to move both water softener and fireplace permit fees to \$40 each, matching the city fees by Kolbinger. Second by Johnson. Motion carried, all voting in favor.**
- **Motion to have clerk sign documents in regards to SCORE grant by Wilkening, second by Kolbinger. Motion carried, all voting in favor.**
- Snow and Ice control policy revisions discussed. Supervisor Danielson to gather discussion information and work with clerk for revisions.
- **Motion to approve Internal Control Policy as presented by Kolbinger. Second by Johnson. Motion carried, all voting in favor.**
- Fund Balance Policy tabled until Audit Recommendations can be reviewed.
- Clerk to email Snow Plow contract revisions and policy out to board to allow each member to review more in depth and provide comments. Also email the old Becker/Orrock snow plowing agreement.
- **Motion to keep all Town Board meetings on Mondays - if the regularly scheduled Monday is a holiday, move the board meeting to the following week by Johnson. Second by Wilkening. Motion carried, all voting in favor.**

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- Board of Audit - Q: can we schedule it for a night other than the February regular board meeting? A: Yes. By board consensus, Board of Audit is to remain a separate meeting at this time.

Motion to adjourn by Danielson. Second by Kolbinger. Motion carried, all voting in favor. Meeting adjourned at 8:55 p.m..

Brian Kolbinger, Vice-Chair

Lucinda Messman, Clerk

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Present: Gary Hammer, Brian Kolbinger, Brad Wilkening, Joe Danielson, Jamie Johnson, Tanya Danielson, Lucinda Messman

Absent: none

Also Present: Kelli Bourgeois, – Township Attorney, Mark Wimmer (15 minutes), James Mecklenburg (15 minutes)

Meeting called to order at 8:58 p.m. by Chair Hammer.

Quorum verified.

Agenda reviewed. **Motion to approve agenda by Wilkening. Second by Kolbinger. Motion carried, all voting in favor.**

Board members were provided documentation showing Clerk and Treasurer financial records agreed. Also supplied the listing and copies of claims and receipts that financial auditors pulled for review.

Board selected three claims and three receipts for review. Board of Audit Worksheet Report is attached to these minutes.

Discussion regarding budgeting and the levy amounts.

Road and Bridge budget recommendations: \$500,000 for road improvements, \$150,000 for road maintenance, \$100,000 for snow plowing & sanding. Other budget items to carry forward as they were for 2015.

Levy Recommendations were discussed and spending over the past year was reviewed. Final levy recommendations for the Annual Meeting are as follows:

General Fund (including \$15,000 for donations)	40,000
Road and Bridge Fund	750,000
Town Hall Fund	15,000
Fire Fund	75,000
New Fire Hall (bond)	30,000

Motion to adjourn by Kolbinger. Second by Danielson. Motion carried, all voting in favor. Meeting adjourned at 9:51 p.m..

Gary Hammer, Chair

Lucinda Messman, Clerk

**Becker Township Board
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Present: Gary Hammer, Brian Kolbinger, Brad Wilkening, Joe Danielson (7:20 pm), Jamie Johnson, Tanya Danielson, Lucinda Messman

Absent: none

Also Present: Kelli Bourgeois, – Township Attorney, T. VanderEyck – Township Engineer, Sgt. Franks – Sherburne County Sheriff, Bill Morgan – Sherburne Citizen – Tribune, Mark Wimmer, Todd Schendzielos – M.L. Schendzielos & Sons, Mark Scheeler,

Meeting called to order at 7:00 p.m. by Chair Hammer.

Quorum verified.

Agenda reviewed. Changes – add snow plow contract discussion in other section. **Motion to approve agenda as amended by Kolbinger. Second by Wilkening. Motion carried, all voting in favor.**

Oath of Office issued to Supervisor Brad Wilkening by Clerk.

Motion to approve February Regular Board Meeting minutes as distributed by Johnson. Second by Kolbinger. Motion carried, all voting in favor.

Motion to approve Special Meeting 3/7/2016 minutes as distributed by Wilkening. Second by Johnson. Motion carried, all voting in favor.

Motion to approve Board of Audit meeting minutes as distributed by Kolbinger. Second by Johnson. Motion carried, all voting in favor.

Sheriff's Report – Sgt. Dan Franks

- 149 Calls for service
- 76 Traffic Stops
- Nothing significant
- April 1 – August 1 ATV/Off Road Vehicle enforcement. No vehicles allowed in the ditches due to bird nesting periods. There is additional enforcement during this time.

Residential Requests

- Mark Scheeler – Garden Grove road – Appreciate the calcium chloride over past year, but lots of dust by August. Is it possible for either a heavier application or additional treatment?
 - Board discussion with Engineer & Road Maintenance Contractor regarding past applications/procedures/best practice. Engineer mentioned it becomes more stable as years progress and applications are continually applied.
 - Board instructed Engineer to work with Becker City so all gravel roads scheduled are completed at the same time. Estimates due to board next month (April)
 - Yes, that road will be treated with Calcium Chloride again this year.

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Planning Commission/Joint Planning Board Updates by Attorney Bourgeois

- Planning Commission
 - 2 public hearings – Kevin Olson, Judy Kalisch regarding Boundary adjustment to correct encroachment issue.
 - Discussion regarding zoning. Since currently zoned Ag, and minimum lot size is 40 acres, variance requested since lot size is not 40 acres. Public hearing to approve going to General Rural (variance still required as lot size is less than 2.5 acres)
 - Planning commission recommended approval
 - Staff planning to bring text amendment to zoning code to make this type of item easier to correct in the future.
- Joint Planning Board – Boarding house update – history to this point discussed. Currently awaiting response to our Attorney’s latest letter.
- Therese Haffner, Planner has accepted another position and her last day is Thursday. Marie is the new Community Development Coordinator, but will not be in the office until April 1. The board asked Attorney Bourgeois if she would be available to assist in the interim. Yes, she will help as she can.

Engineer’s Report –

- 185th Ave SE – County has made arrangement by contract that approximately 13,000 cubic yards, (loose volume), generated from the subgrade excavation of the County’s CSAH 11 project, will go to the township. The County is taking 3,500 cubic yards from the project.
 - Landowner next to Snake River is agreeable to township utilizing land for stockpiling
 - County has been advised that the Township will put in erosion control measures
 - Assuming 185th proceeds in late summer/early fall, that project should use up 8,000-10,000 cubic yards of material stockpiled.
- 137th Street – go ahead from state was received to submit final plans and notify utilities
- 2016 Projects – 3/7/2016 a special Town Board meeting was held to accept both projects. County has been made aware of the Town Board’s acceptance of both.
- Next month will have dust suppression numbers.
 - Last year’s total: \$9,996 (4,974 was billed to Becker City; \$987 billed to ML Schendzielos). Total cost to Township \$3,734.
 - Eyk will get some estimates. Becker City wants to participate with the same roads as last year if the pricing is similar (\$0.90-\$1.05 per gallon).
 - Typically it takes about 2 weeks to get mobilized once the quotes are in
 - Recommended to blade and roll and water roads to receive treatment just prior to application of calcium chloride. Last year it was watered and bladed only.
- General Contractor Questions regarding spring road work – Todd Schendzielos
 - Recommended work
 1. Crack sealing
 - 82nd
 - 96th
 - 98th

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- 145th (Hystten Creek)
- 119th
- 185th – done 2 years ago but really wide
- Down from 113th needs worse than others
- 127th never has been done
- 137th by Franks
- Q(Board) Can you give us prices/quotes? A(Schendzielos): That is tough to do. Estimating it would take 3-4 days to complete work
- Q(Board) Would like to see price, realizing it will vary by road/cracks and crack size. A ballpark idea is required.
A(Schendzielos): Will do
- 2. Class 5 needed
 - On 77th street
- 3. Does the Board want any sweeping done this year?
- 4. When to proceed with work
- Other maintenance items discussed – Class 5 and sweeping vs plowing with snow possibly on the way

Supervisors Reports

- Fire Board - Kolbinger
 - Standard meeting
 - Approved the purchase of a tanker truck (in the CIP). Committee recommended purchase after bid package and checking contract prices through state pricing. It will be a dedicated machine bigger than the old one. It is to have a 3000 gallon tank with a 500 gallon/minute pump
- Sherburne County Active Living - Danielson
 - No meeting/update
- NorthStar – Kolbinger
 - no report at this time – emails have come out and audits of books has come up
- Yearly Reorganization
 - Town Board Chair/Vice Chair –
 - **Motion by Hammer nominating Brian Kolbinger as Chair of the Town Board. Second by Danielson. Motion carried, all voting in favor.**
 - **Motion by Hammer nominating Brad Wilkening as Vice Chair of the Town Board. Second by Kolbinger. Motion carried, all voting in favor.**
 - Appointments – currently:
 - North Star Board – Brian Kolbinger, Jamie Johnson as alternate
 - Fire Board – Brian Kolbinger and Gary Hammer
 - Active Living – Joe Danielson
 - **Motion by Hammer to leave the appointments as they current are for next year. Second by Kolbinger. Motion carried, all voting in favor.**
 - Appointments (2) – currently:

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- Town Planning Commission – Alternates are Kolbinger/Danielson
- Joint Planning Board – Alternates are Kolbinger/Danielson
- **Motion to keep Town Planning Commission and Joint Planning Board Alternates the same as last year by Johnson. Second by Danielson. Motion carried, all voting in favor.**
- Appointments (3) – currently:
 - IT Supervisor – Kolbinger
 - **Motion by Johnson to keep IT Supervisor the same as last year. Second by Wilkening. Motion carried, all voting in favor.**
- **Motion by Kolbinger to hold all meetings on Monday's. In case a Federal holiday falls on the third Monday of a month, the meeting shall be held the fourth Monday of that month. Second by Wilkening. Motion carried, all voting in favor.**
- **Motion by Wilkening to keep our official depository as Sherburne State Bank. Second by Johnson. Motion carried, all voting in favor.**
- **Motion by Kolbinger to set the Citizen Tribune as the official newspaper for publications. Second by Johnson. Motion carried, all voting in favor.**
- Setting of rates
 - **Motion to set Town Supervisors, Planning Commission Board members and Joint Planning Board Members meeting rate at \$75.00 per meeting and set hourly rate for Town Supervisors to be \$17.50 by Johnson. Second by Wilkening. Motion carried, all voting in favor.**
 - **Motion to set Treasurer and Clerk rates to be \$23.00/hour and \$75.00 per meeting by Kolbinger. Second by Danielson. Discussion that more hours are required than in past due to permits/fees duties. Motion carried, all voting in favor.**
 - **Motion to follow IRS rates for mileage (currently \$0.54) by Wilkening, second by Danielson. Motion carried, all voting in favor.**

Treasurer's Report

- Donation requests – will they be funded? **Motion by Johnson to grant the \$14,000 in donation requests received (Becker City, Snake River Cemetery, Becker Cemetery, Danish Cemetery, Safety Camp, All Night Graduation Party) as reported. Second by Danielson. Motion carried, all voting in favor.**
- Boulder Spud Development – received call wondering about funds. Can they be returned or are they to stay in escrow? Board discussed funds are there for road repairs, they are not to be returned at this time as there are road repairs needed in that area.
- Budget report is not printing right – clerk to check with state regarding printing correctly.
- Road and Bridge starting budget passed around. How do starting points look? Since we have never had a detailed Road and Bridge budget (levy used in past), and auditors have requested detailed budgets, have to start somewhere. Board felt it looked like a good starting point. Will review more next month.
- **Motion to approve treasurer's report as presented by Wilkening. Second by Kolbinger. Motion carried, all voting in favor.**

Becker Township Board
Regular Board Meeting
March 21, 2016

- **Motion to approve payment of warrants 13115-13142, voided check 13106 in the amount of 2,314.40, and payment of purchase orders 23087-23089 in the amount of \$31,177.95 by Kolbinger. Second by Johnson. Motion carried, Kolbinger, Johnson, Wilkening and Hammer voting in favor. Danielson abstained from voting to avoid conflict of interest (his business had a claim for payment submitted this month).**

Other Business

- Update regarding certificates of insurance: All are fine except the Dog Catcher certificate of insurance. It is not appropriate to protect township interests. In order to properly protect township interests, an additional premium of approximately \$27 for the year is required. This was authorized.
- **Motion to set Spring Road Tour for Saturday, April 2nd, 2016, at 7:00 a.m. by Kolbinger. Second by Wilkening.** Discussion regarding van size. Danielson to verify size and if necessary, township will rent a vehicle. To coordinate with Clerk. If vehicle is rented Johnson or Kolbinger will pick up. **Motion carried, all voting in favor.**
- Election equipment contract draft was shown to board. Attorney Bourgeois has reviewed and said ok to sign in current form. Clerk to send comment to County Auditor stating that the draft Contract would work for Becker Township. Discussion regarding payments. **Motion by Kolbinger to pay full amount and accept the contract in draft form as presented. Second by Wilkening. Motion carried, all voting in favor.**
- Snowplowing contract document review. Clerk to send out these documents and send email reminder(s) to Town board members that comments are due PRIOR to the next meeting. At least one reminder to go out one week before.

Motion to adjourn by Kolbinger. Second by Wilkening. Motion carried, all voting in favor. Meeting adjourned at 8:17 p.m..

Brian Kolbinger, Chair

Lucinda Messman, Clerk

Becker Township Board
Special Board Meeting
March 7, 2016

Present: Brian Kolbinger, Brad Wilkening, Joe Danielson, Lucinda Messman

Absent: Gary Hammer, Jamie Johnson

Also Present: Mark Wimmer, Todd Schendzielos, T. VanderEyck – Township Engineer

Meeting called to order at 7:04 a.m. by Vice Chair Kolbinger

Quorum verified.

Eyk presented the County Bid results to board members. A decision regarding acceptance of the add alternate (77th Street) pricing is required prior to the next board meeting.

175th Street bid came in at \$96,136.38

77th Street came in at \$80,373.44

January and February the board discussed that oil prices were lower and there would be a possibility of completing both projects if bids came in lower than anticipated.

Question from board members regarding the pricing of a Dozer on the County Project – A (Schendzielos): it is on all county projects – along with sediment control and slopes and a few others. The County needs the pricing in case something unexpected would occur and it would allow them to fix as necessary.

Hardrives is the low contractor for all various projects in the abstract. Supervisors glad to see it was low across the board. Historical pricing with County contracts discussed.

Motion to include 77th (Township – Becker (Alt#1)) in work to be completed by Wilkening. Second by Danielson. Motion carried, all voting in favor.

Motion to award contract, Becker Township portion amounting to \$176,510.24, to Hardrives by Wilkening. Second by Danielson. Motion carried, all voting in favor.

Todd Schendzielos asked about several road projects/grading/general maintenance. Clerk mentioned pothole repair on 185th had been passed on earlier. Board members instructed him to continue with routine maintenance for things like potholes and grading but other items needed to wait for regular meeting as special meetings have a limited agenda.

Motion to adjourn by Danielson. Second by Wilkening. Motion carried, all voting in favor. Meeting adjourned at 7:35 a.m.

Brian Kolbinger, Vice Chair

Lucinda Messman, Clerk

Becker Township Board
Regular Board Meeting with Public Hearing
April 18, 2016

Present: Brian Kolbinger, Brad Wilkening, Gary Hammer, Jamie Johnson, Joe Danielson, Tanya Danielson, Lucinda Messman

Absent: none

Also Present: Kelli Bourgeois, – Township Attorney, T. VanderEyck – Township Engineer, Sgt. Franks – Sherburne County Sheriff, Bill Morgan – Sherburne Citizen – Tribune, Marie Pflipsen – Planning & Zoning Staff/Community Development Coordinator, Todd Schendzielos – M.L. Schendzielos & Sons, Jeff Peterson – Township Signing Contractor, Luke Babler, Mark Wimmer, Chris Fredman, Steven Keop, Joanne David, Beth Soenneker, Paul Sonneker, Jim Steffen, Bryon Olson

Meeting called to order at 7:00 p.m. by Chair Kolbinger.

Quorum verified.

Agenda reviewed. Three additional items: Jeff Peterson, Speed Zoning, Neighborhood watch signs. **Motion to approve agenda as amended by Hammer. Second by Johnson. Motion carried, all voting in favor.**

Motion to approve March Regular Board Meeting minutes as distributed by Wilkening. Second by Danielson. Motion carried, all voting in favor.

Motion to approve 2016 Spring Road Tour Special Meeting minutes as distributed by Johnson. Second by Hammer. Motion carried, all voting in favor.

Motion to approve 2016 Local Board of Appeal & Equalization minutes as distributed by Danielson. Second by Johnson. Motion carried, all voting in favor.

Sheriff's Report – Sgt. Dan Franks

- 180 Calls for service
- 87 Traffic Stops
- Fire restrictions are in place right now. DNR officers are on site for the grass fires as well and citations are being issued.
- Distracted Driving enforcement period right now. All officers are working together. They are using unmarked vehicles to spot people texting while driving and it is very successful so far.
- Brought Neighborhood Watch signs to be put up for the Cedar Crest Addition:
 - At the entrance to 166th Street off of CR 50 on the South side of the road for incoming traffic to observe
 - At the entrance from farm maintenance access roadway on 172nd Ave SE so the sign can be read upon re-entering the development

Note: Several items in this set of minutes appear out of agenda order as it was possible to complete a few additional items prior to start time published for the public hearing.

Becker Township Board
Regular Board Meeting with Public Hearing
April 18, 2016

Jeff Peterson – Dumpster request

- In addition to signing, he picks up trash/deceased animals in roadways when notified.
- No dumpster available at this time and there is more than his regular trash can handle
- Would the board be willing to pay for a dumpster? A: Yes
- Ace Disposal offers a 6 yard dumpster for once a month pickup at \$90/month that should be sufficient if he takes the time to break items like chairs and mattresses down.
- Board asked if this would be an appropriate size or is something larger needed and its placement at Mr. Peterson's home acceptable. Mr. Peterson indicated 6 yards should be a good size at his house.
- Board directed clerk to set up as a direct billing from Ace Disposal to the Township.

Residential Concerns

- Mr. Wimmer – noted that snowplow contract revisions are on the agenda and concerned regarding last year's rejection due to lack of equivalent quotes received. Can the public review the documents and comment prior to board approval? Historical discussion took place.
 - Response: While the board doesn't mind providing a copy of the document, it is not usual to have the public comment on the editing as that is why board members were elected – to handle this type of decision. The public does not have the authority to enter into this contract. The board will accept comments in this instance, but is not required to do so. Mr. Wimmers concerns over the past year have been heard and can be noted in some of the proposed edits.
 - Is this a bid or a quote? It will be a request for pricing of some sort, but the specific will not be determined until after the board has been able to completely review documented revisions and is ready to obtain prices for the contract.

Supervisors Reports

- Fire Board – Chair Kolbinger - no meeting
- Active Living – Supervisor Danielson – unable to attend, but there is a trail proposal out there and he will be meeting with Jamie Cassidy to find out what occurred at the meeting.
- North Star – Chair Kolbinger – no further updates. Clarification from newspaper article – the North Star board has nothing to do with the line proposal to St. Cloud

Supervisor Danielson and Treasurer Danielson stepped down from their board positions for the public hearing.

PUBLIC HEARING OPENED

7:20 P.M. Chair Kolbinger called Public Hearing to Order regarding the petition received to change the names of the roads in the Highland Pond Subdivision.

- Comments received by the clerk were given to Chair Kolbinger to read into the hearing:
 - Comments from Marcia Anderson, 11013 130th Ave SE who is not in favor of the change were being read and individuals interrupted stating she is not an owner and the owner comments should be heard, not renters.
 - Comments from Lee Claasen, Owner, 11013 130th Ave SE

Becker Township Board
Regular Board Meeting with Public Hearing
April 18, 2016

- 4/13/2016 Called the office. He is unable to attend. Comments: Not in favor of the change to Mallard Drive. He did sign the petition, but the costs associated with changing are too high. Wants to keep life simple and not change his address. It is too big of a hassle to try and reach/talk with anyone at Social Security so not in favor of the change.
- 4/18/2016 Email from Michelle Thompson, 10992 130th Ave, “I am sending this email regarding the road name change. My name is Michelle Thompson at 10992 130th Ae SE, Becker. I am not in favor to change the road name. I did sign the petition awhile back but was unaware how this would affect us in changing our address. I have the understanding emergency medical services had difficulty locating a house. I would like to see that they could update their GPS system so they could find the homes. This would make more sense than just changing the street name. Thank you, Michelle Thompson.
- Chair opened floor to comments
- Steve Koepe asked why the emergency services could not find the location. While he is not in support of a change, if the change would make people safer, he would be willing to go along with things.
- Chris Fredman stated she had two ambulance calls where people could not find her house. The FedEx not being able to locate is one thing, but having to try and explain where her house is located while hemorrhaging the first time and the second had to delay providing first aid to her husband who had suffered a traumatic brain injury so she could give directions to EMT’s who could not find their house is too much.
 - The street is 130th as you enter, becomes 108th and finally is 134th at the end of 108th. It is very confusing if you do not know your way around. Why are there three road names rather than just one?
- Luke Babler stated he took the petition around. At the end across from the Fredman’s, there had been a fire. The owners had to take care of it themselves as the fire department could not find the location.
 - 134th is difficult to find and messes people up. Often they end up on a different section of 134th (in Majestic Knolls).
 - Medical/First Responder inability to locate is the biggest push behind this change.
 - Google maps and other software can locate based on Mallard Drive
- Beth Soenneker – in regards to the woman who came around to our houses, concerned with expense (Marcia Anderson), Ms. Soenneker did some research to find out that there is only a charge for the driver’s license change and it is \$25.14. Ms. Soenneker stated she would be willing to pay this fee for Ms. Anderson in order to increase safety and the ability for emergency personnel to locate houses. Ms. Soenneker agrees that this will be very inconvenient, but if it keeps people safer, she is for the change.
- Bryan Olson stated it was Mallard Drive at one time, and easy to find.
- Steve Koep asked if the road name changes, how long will it take before various GPS will have the updates? Also noted that all the street signs are missing the SE from them and if SE is not put into the GPS when trying to locate their roads, the GPS cannot find them.

Becker Township Board
Regular Board Meeting with Public Hearing
April 18, 2016

- Supervisor Wilkening stated that the current maps, emergency services, phone gps maps and such will take a few years.
- JoAnn David gave some historical information on how Mallard Drive name came to be
- Board, Engineer, and residents had a historical discussion regarding how 911 Services changed road names and a discussion of how grids were set up and worked.
- Residents asked
 - Is changing the name within the town board's authority? Yes
 - How can we aid in making this change proceed faster?
 - All call GPS services/internet GPS to tell them
 - Also stated that 911 has been notified several times in the past, but still have issues finding houses. One ambulance driver apologized for the delay in arrival.
 - Historical discussion regarding notification of 911 operations. Board offered to call and see if it helped. Also asked if Garden Drive would be considered as it is off of Becker City Street Garden Drive. No desire of most residents to go to Garden Drive SE. The majority want to see the road renamed Mallard Drive.
 - Board noted that Google Maps currently brings up many of the addresses by using either the name Mallard Drive or Garden Drive.
- Board: Where does this leave us? Basically, we have citizens who have requested a change. We do not want to change this road name again, so want to be sure everyone understands what will occur.
- Resident asked – if we can find it with our phones, why can't 911 computers locate it?
- Todd Schendzielos offered comment: Sounds like more signage is needed to aid in locating. Possibly signs on Edgewood would be beneficial
- Board questioned Township Engineer as to possibility of “stacking” signs A: need to get permission from the City to use the post. There is no ‘too many’ sign rule.
- Mark Wimmer suggested taking no action tonight and waiting to check with the county as to why the 911 issue
- Steve Koep stated concern as his house is not one of them that comes up using Mallard Drive
- Beth Soenneker like that small government units can make changes to the way things work.
- Jeff Peterson – it does take time with gps location services. Last week he had to call Gopher One and they have Becker Township lines 1 mile off still. He has told them before.
- Members attending Public Hearing thanked board for listening.

Motion to close public hearing by Wilkening. Second by Johnson. Motion carried, all voting in favor. PUBLIC HEARING CLOSED

Motion to approve Ordinance B2016-01: An Ordinance Changing Street Names within and Adjacent to the Highland Pond Subdivision [full text on file] by Wilkening. Second by Johnson. Motion carried – 4 voting in favor Kolbinger, Wilkening, Hammer, and Johnson voting in favor and Danielson abstaining.

Becker Township Board
Regular Board Meeting with Public Hearing
April 18, 2016

This ordinance will take effect June 1, 2016. Board gave direction to order signs and have fire signs created.

After the vote, Supervisor Danielson and Treasurer Danielson returned to their board seats.

Planning Commission/Joint Planning Board Updates – Marie Pflipsen

- Marie Pflipsen was introduced as the new Community Development Coordinator and Township Planning and Zoning Staff. Marie gave a brief introduction of herself and will be providing updates at future
- Planning Commission
 - Bulk review of draft ordinance. Public Hearing scheduled for May
 - Animal Units & how calculated
 - Permitted and Conditional uses in GR/AG
 - Came about because of July 2015 County decision
 - Verbiage changes to follow statute
 - Fine Structures – amounts are incorrect
 - Still going through zoning enforcement actions with Mr. Bleeker
 - Other staff issued enforcements continuing

Engineer's Report –

- Summer surfacing delayed because the County has not yet awarded contract/accepted bids
 - 2 issues being considered before they will award the bid
 - County roads for reclaim require an additional 4" of lift. This raises the grade 4" and approximately 1 foot of surface is lost on each side of the finished top. Issue for farmers. It will be discussed tomorrow.
 - Highway department leadership changes right now so they are hesitant to award the contract right now. John Mentor is retiring and Rhonda Lewis is also leaving. Both are leaving May 3rd, 2016.
 - Contract is not awarded yet and it should be resolved by tomorrow. Until then, no construction schedule.
- 185th Ave SE /137th Street are both still progressing.
 - 185th is a TEP (Technical Evaluation Panel) Jon Bogart is handling the engineering for this. No word on the cores taken yet. Just word that the Long Eared Bat's nesting season may have an impact on construction schedules.
- During the Road Tour, the board asked regarding speed zoning. Eyk presented MN Statutes §169.14 Speed Zoning for Local Authorities and §169.11 Definitions (copies attached) to review with board.
 - According to section 5f, if lawfully placed prior to August 1, 2009, those signs can stay until they require replacement. With current order to upgrade signs, that means we need to change all the 25 mph signs to 35 mph signs.
 - At this time, if roads are less than ½ mile, can they stay at 25 mph when signs are replaced? Right now the understanding is as signs are replaced, they roads will need to go to 35 mph.

Becker Township Board
Regular Board Meeting with Public Hearing
April 18, 2016

- Board directed Engineer to verify road lengths and speed zone signs and report to board a list of subdivision roads over ½ mile in length.
- Board directed Attorney Bourgeois to verify that we have to change our signage to the higher speed zones.
- Board instructed clerk to check back into the late 1990's when Steve Anderson was the Township attorney and verify if a resolution, motion or other board action occurred, changing all Township Subdivision Roads to rural residential was ever made.
- Engineer also suggested that a MN Dot speed study could be done, but this may backfire and raise speed limits.
- Hidden Haven retention pond update
 - Attorney Bourgeois reported that after reviewing all documentation, the pond is dedicated to the Township and as such, maintenance is the Township's responsibility.
 - Erosion issue to be handled by the township. Clerk to look for quote from 2 years ago. Repair included filter fabric and rip rap and repair of slope.
- Other – Supervisor Wilkening requested Engineer provide map to see how many ponds are in the Township that may fall under Township maintenance. Engineer had map with – there are a lot.
 - Look at getting a brushing contractor for roads in the township, plan to have some of these go with that contract. Discussion of methodology.
 - Board consensus to add pond maintenance as a line item in next year's and future year's budgets.

Supervisor Reports Continued

- Brushing: Get a quote for the list of 8 roads indicated on the road tour. Eyk to stake them and then we can get pricing. Verify with statute as to when brushing can be completed. For now, request a rate per road, realizing each road will most likely be a different rate. Tabled for now to check statute
- Gravel: 82nd needs gravel and a subgrade correction. Need pricing. Eyk will get numbers together so pricing and quantities can be obtained.
- Stumps on Oak Lane and Beatrice (Wildwood): patched 1 last year without digging out or anything – just over top.
 - 10 more years of life in the plan on roads, so this needs to be fixed
 - Eyk to estimate cut and dig out and come up with numbers for board review next month.
- Crack sealing: Which ones were okayed and when was discussed. Contractor understood discussion regarding 96th crack filling granted permission for work to proceed. 82nd has been completed as well. Board discussed continuation. Clerk and Treasurer asked if quote had been received by board as one had not been received in office by either of them. Auditors have noted that board needs to obtain two written quotes for any contracts to exceed \$25,000. Rough estimate from contractor last month was given as approximately ½ of what it cost last year. Last year's cost was approximately \$58,000. Board Directed as follows

Becker Township Board
Regular Board Meeting with Public Hearing
April 18, 2016

- Engineer to prepare maps indicating roads for crack filling as noted during road tour and in previous minutes.
 - Road Tour List:
 - 77th Street – Cr 53 to TH 25
 - Boulder crossing – all - 87th St, 82nd St(?), 119th Ave, 122nd Ave, 123rd Ave
 - 173rd from CR 50 to CR 11
 - 82nd street from TH 25 to CR 127 (include? Alligatored a lot)
 - 82nd street 175th Ave to 173rd Ave
 - March Minutes List provided by Contractor: 82nd, 96th, 98th, 145th, 119th, 185th, 113th, 127th, 137th
 - Rough estimate never received from contractor for roads completed so far. Contractor estimated it costs roughly \$1.60 per pounds and he has used approximately 10,000 pounds so far.
- Board direction to contractor – continue with roads until you have used the product on hand (Contractor stated he had purchased 16,000 pounds). At that point stop working and Board will obtain quotes for remaining work. Estimate for crack filling after using the 16,000 pounds = \$25,600.
 - Board undecided at this time if any further crack filling will be done in the 2016 season.
- Sweeping – at road tour it was stated to wait to make decision until board meeting. Decision today is to wait until the first good rain, then board will reconsider sweeping.
- Hystten Creek – heaving in the road may be able to be fixed by extending the edge drain. Engineer to have estimate ready for next month.
- Snow Plow contract – mailbox consideration requested. This needs more time than available this evening. Meeting scheduled for Tuesday, April 26, 2016 at 5:30 pm to discuss mailboxes.
 - Mr. Wimmer requested listing of locations where mailbox stands may be purchased on website. Clerk mentioned it is there and will send link.

Treasurer's Report

- Mr. Wimmer asked if gross pay report will be available soon? Clerk responded that it is still in development with state. Eventually, yes it will be.
- **Motion to approve treasurer's report as presented by Johnson. Second by Hammer. Motion carried, all voting in favor.**
- **Motion to approve payment of warrants 13143-13176 and payment of purchase orders 23090-23098 in the amount of \$211,214.92 by Wilkening. Second by Danielson. Motion carried. All voting in favor.**

Other Business

- Clerk requested permission to get front display box repaired and shelving for cabinet in building. Also requested if board had any ideas of who to call for the work. Chip Metzger and Chris Johnson were two names given. Clerk to check into and have work completed.

Becker Township Board
Regular Board Meeting with Public Hearing
April 18, 2016

**Motion to adjourn by Johnson. Second by Danielson. Motion carried, all voting in favor.
Meeting adjourned at 9:55 p.m..**

Brian Kolbinger, Chair

Lucinda Messman, Clerk

**Becker Township Board
Special Board Meeting
April 26, 2016**

Board Members Present: Brad Wilkening, Gary Hammer, Jamie Johnson, Joe Danielson, Lucinda Messman

Board Members Absent: Brian Kolbinger, Tanya Danielson

Also Present: Mark Wimmer, Kelli Bourgeois – Township Attorney (5:55 pm)

Meeting called to order at 5:35 p.m. by Vice Chair Wilkening.

Quorum verified.

Agenda reviewed. **Motion to approve agenda as amended by Hammer. Second by Johnson. Motion carried, all voting in favor.**

Board members reviewed current snowplow documentation required for this year's pricing requests. Documents included:

1. Attorney email with new possible language for both documents
2. Current Snow and Ice Policy
3. New Snow Plow Contract

Tentative plan is to have this finalized at the May Regular Town Board meeting, open pricing quotes in either July or August so contract will be in force in September. This is the planned schedule for future years as well.

Changes discussed and noted as follows:

- Include claim for damages paragraph, be sure to include language from Attorney to state that only properly installed items in right of way (mailboxes/driveways/signs) will be subject to repair. Grass repairs need to be at appropriate grade. Sprinkler heads do not belong in right of way and will not be replaced/repared.
- Include OSHA compliance paragraph
- Include language stating that the Contractor should have a code of conduct in place, but it is not required they submit copy with contract.
- Remove paragraph about statements of work for each project – not applicable to a snow plowing agreement.
- Discussion of salt/sand mixes, various application types/methods and what is desired. Clerk to develop a new 'time/work sheet' sample for contractors to use.
- Vice Chair Wilkening requested the revisions to the Vendor Pricing sheets go to him after the meeting and he will work with clerk to verify form is written in manner matching the board's intentions.
- When Snow Plowing Begins section of Snow and Ice Control policy re-worked to follow practice.

Mr. Wimmer noted typo on agenda. As distributed, it read Regular Board Meeting. It should have said Special Board Meeting.

Becker Township Board
Special Board Meeting
April 26, 2016

Summer Road work was briefly discussed. The County rejected all bids. Township to join with Palmer and Clear Lake Townships to rebid the roads for work. Eyk will handle this process and stay in contact.

**Motion to adjourn by Danielson. Second by Johnson. Motion carried, all voting in favor.
Meeting adjourned at 7:00 p.m..**

Brad Wilkening, Vice Chair

Lucinda Messman, Clerk

DRAFT

**BECKER TOWNSHIP SPRING 2016 ROAD TOUR
APRIL 2, 2016**

ID	Name of Road Section	FROM	TO	DEVELOPMENT	Maint ?	Twsp Mileage	Road Tour Notes
45	100TH ST SE	CR 67	101st Str	HIDDEN HAVEN	Y	0.38	
46	100TH ST SE	Cul de Sac	145th Ave	HYTTSTEN CREEK	Y	0.17	
47	101ST ST SE	CR 67	100th Str	HIDDEN HAVEN	Y	0.37	
48	101ST ST SE	166th Circle	Dead End	HIDDEN TREASURES	Y	0.08	looks ok
49	102ND ST SE	145th Ave	CR 67		Y	0.5	
	102 nd St SE	CR 67	155 th		Y		
50	102ND ST SE	CSAH 11	CR 51		Y	0.74	ok
52	103RD ST SE	157th Ave	Cul de Sac	HIDDEN HAVEN	Y	0.09	
51	103RD ST SE	City Limits	CSAH 23		Y	0.38	25 mpg speed sign - replace. City uses 30 mph, twsp 25 mph. PATCH hole in the road by 13773
53	107TH ST SE	CSAH 23	Dead End		Y	0.39	
54	107TH ST SE	CR 67	Dead End	gravel	Y	0.5	viewed area repaired by Schendzielos. Class 2, Granite used after digging out 6-8" where bus almost got stuck. Do something similar for 77th street issue
55	108TH ST SE	130th Ave	134th Ave	HIGHLAND POND	Y	0.19	Mallard Drive petition
56	109TH ST SE	185th Ave	Town Line		Y	0.76	entire stretch not viewed, but beginning section & new sign viewed
57	110TH ST SE	CSAH 11	CR 51	TURNQUIST FARMS	N	0	sign is at standard and clear to view
58	111TH ST SE	Cul de Sac	110th Str	TURNQUIST FARMS	N	0	
59	112TH ST SE	CR 51	Dead End		Y	0.62	
60	113TH ST SE	185th Ave	114th Str	MAJESTIC PONDS	Y	0.33	needs brushing/clearing. Eyk stake then brushing/clearing quotes. Send letters to

ID	Name of Road Section	FROM	TO	DEVELOPMENT	Maint ?	Twsp Mileage	Road Tour Notes
							homeowners prior to brushing work. 9 button needed
61	114TH ST SE	185 Ave	Cul de Sac	MAJESTIC PONDS	Y	0.62	needs brushing/clearing. Eyk stake then brushing/clearing quotes. Send letters to homeowners prior to brushing work. Specific letter to 19139 114th street regarding 2 pine trees. Letter to 19124 regarding do not fill in the ditch.
62	117TH AVE SE	87th Str	119th Ave	BOULDER CROSSING	Y	0.31	
63	117TH ST SE	CR 51	Dead End		Y	0.24	
64	118TH ST SE	193rd Ave	Town Line	EAGLE LAKE ESTATES	Y	0.25	
65	118TH ST SE	180th Ave	185th Ave	SNAKE RIVER ESTATES	N	0	seal coat next year
66	119TH AVE SE	87th Str	Cul de Sac	BOULDER CROSSING	N	0	
67	119TH ST SE	185th Ave	Cul de Sac	HILLSIDE HIDEAWAY	Y	0.26	
68	120TH ST SE	Dead End	CSAH 24		Y	0.15	
69	120TH ST SE	180th Ave	185th Ave	SNAKE RIVER ESTATES	N	0	ok
70	121ST ST SE	180th Ave	Cul de Sac	SNAKE RIVER ESTATES	N	0	ok
71	122ND AVE SE	87th Str	82nd Str	BOULDER CROSSING	N	0	
73	122ND ST SE	Dead End	CSAH 11	Gravel, Min Mtce	Y	0.25	Dead end sign needs to be repaired. Brush in front of Dead end sign to be removed. Grave looks good. Faded 9 button sign - replace. Calcium Chloride the first 400'
72	122ND ST SE	150th Ave	153rd Ave	Half City	Y	0.25	dust control this year

ID	Name of Road Section	FROM	TO	DEVELOPMENT	Maint ?	Twsp Mileage	Road Tour Notes
74	123RD AVE SE	87th Str	Cul de Sac	BOULDER CROSSING	N	0	
75	123RD ST SE	173rd Ave	SCENIC HILLS	ASPEN RIDGE	Y	0.18	
76	123RD ST SE	ASPEN RIDGE	177th Ave	SCENIC HILLS	N	0	
77	123RD ST SE	177th Ave	Cul de Sac	SCENIC HILLS	N	0	road ok
78	124TH ST SE	Cul de Sac	Cul de Sac	ASPEN RIDGE	Y	0.41	needs 9 button - road ok, looked at property called with possible drainage issue
79	124TH ST SE	Cul de Sac	177th Ave	SCENIC HILLS	N	0	
80	126TH ST SE	177th Ave	Cul de Sac	SCENIC HILLS	N	0	
81	127TH ST SE	153rd Ave	City Limits	Half City	Y	0.5	looks fine
82	127TH ST SE	City Limits	CSAH 11		Y	0.75	trash picked up earlier in the week looks fine
83	128TH AVE SE	82nd Str	Dead End		Y	0.41	
84	130TH AVE SE	City Limits	108th Str	HIGHLAND POND	Y	0.11	
85	131ST AVE SE	GARBRIAN WOODS	91st Str	MAJESTIC KNOLL	Y	0.39	9528 2 large Rottweilers - beware of dog sign, but have been issues with dogs in the past. 9374 is the house with parking issue
86	132ND AVE SE	Cul de Sac	91st Str	MAJESTIC KNOLL	Y	0.1	
87	134TH AVE SE	94th Ave	91st Str	MAJESTIC KNOLL	Y	0.27	9311 Pallet business issue – calmed down, work occurring during regular hours rather than during early mornings/late evening hours. 91st & 134th edge broken and hole forming - watch. REPLACE stop sign
88	134TH AVE SE	Cul de Sac	108th Str	HIGHLAND POND	Y	0.11	
89	136TH AVE SE	91st Str	Cul de Sac	MAJESTIC KNOLL	Y	0.2	looks ok
90	137TH ST SE	145th Ave	TH 10		Y	1.19	
91	137TH ST SE	TH 10	CSAH 11		Y	1.21	
181	Private Road	137th Str	Dead End	Schmidt Acres	n		viewed road as requests have come in past to have township take over. Not until road is brought up to township standards.
92	137TH ST SE	CSAH 11	170th Ave		Y	0.25	
93	142ND ST SE	CSAH 11	Town Line		Y	1	

ID	Name of Road Section	FROM	TO	DEVELOPMENT	Maint ?	Twsp Mileage	Road Tour Notes
94	143RD AVE SE	Cul de Sac	107th Str	PEBBLE CREEK PINES	Y	0.21	looks ok
95	145TH AVE SE	102nd Str	CSAH 4		Y	0.49	looks ok
96	146TH AVE SE	83rd Str	Cul de Sac	PETERSON FARM	Y	0.32	looks good
97	148TH AVE SE	CSAH 23	82nd Str	PETERSON FARM	Y	0.21	not viewed
98	148TH AVE SE	Cul de Sac	148th Ave	PETERSON FARM	Y	0.14	ok
99	149TH ST SE	Dead End	CSAH 11	Salida Road	Y	0.52	Midwest Mobile Mix trucks at Abfalters. Road ok
100	150TH AVE SE	122nd Str	CSAH 24	Half City	Y	0.13	dust control this year
101	153RD AVE SE	127th Str	Corp Limits	Half City - gravel	Y	0.25	
102	157TH AVE SE	Cul de Sac	101st Str	HIDDEN HAVEN	Y	0.22	not viewed
103	157TH AVE SE	CSAH 4	92nd Str		Y	0.49	ok
104	162ND AVE SE	149th Ave	Dead End	OSSEO LUMBER	Y	0.14	
106	163RD AVE SE	82nd Str	77th Str		Y	0.27	
107	163RD AVE SE	Dead End	70th Str	OAKWOOD ESTATES	Y	0.06	add to brushing list to watch, not needed right now
105	163RD AVE SE	CSAH 24	Dead End	Gravel, Min Mtce	Y	0.5	
108	163RD ST SE	Cul de Sac	CR 50	CRESTVIEW	Y	0.08	ok
110	164TH AVE SE	149th Str	Cul de Sac	SALIDA CROSSING	N	0	
109	164TH ST SE	172nd Ave	Cul de Sac	CEDAR CREST ACRES	Y	0.08	
111	164TH ST SE	Dead End	165th Street	CEDAR CREST ACRES	Y	0.12	
112	165TH ST SE	166th Str	173rd Ave	CEDAR CREST ACRES	Y	0.23	
113	165TH ST SE	Cul de Sac	CR 50	CRESTVIEW	Y	0.08	lots of sand on this one
115	166TH CIR SE	102nd Str	Cul de Sac	HIDDEN TREASURES	Y	0.1	needs 9 button
114	166TH CT SE	Cul de Sac	CSAH 4	HIDDEN TREASURES	Y	0.27	
116	166TH ST SE	Cul de Sac	173rd Ave	CEDAR CREST ACRES	Y	0.26	

ID	Name of Road Section	FROM	TO	DEVELOPMENT	Maint ?	Twsp Mileage	Road Tour Notes
117	166TH ST SE	173rd Ave	CR 50	CEDAR CREST ACRES	Y	0.26	
118	168TH AVE SE	CSAH 4	Cul de Sac	ENCHANTED THICKET	Y	0.25	
119	168TH ST SE	Cul de Sac	Cul de Sac	OAK CREST ESTATES	Y	0.38	17001, 17065, 17090 all need new fire signs - Jeff. New 9 button as well.
120	169TH AVE SE	CSAH 11	Cul de Sac	CEDAR OAK ACRES	Y	0.29	watch list for brushing. Replace 9 button?
121	170TH AVE SE	137th Str	1012' North		Y	0.19	add to brushing list for quote
122	170TH ST SE	Cul de Sac	CSAH 11	BRIDGEVIEW	Y	0.32	ok
123	170TH ST SE	CSAH 11	CR 50	OAK CREST ESTATES	Y	0.59	
124	171ST AVE SE	165th Str	Cul de Sac	CEDAR CREST ACRES	Y	0.12	
128	172ND AVE SE	163rd Str	Cul de Sac	CEDAR CREST ACRES	Y	0.15	Leave cul-de-sac as is. Board Concensus as fire department is ok without the through street.
126	172ND AVE SE	173rd Str	Cul de Sac	DEER RIDGE	Y	0.3	road ok
127	172ND AVE SE	Cul de Sac	168th Str	OAK CREST ESTATES	Y	0.27	
129	172ND AVE SE	96th Str	Cul de Sac	ENCHANTED THICKET	Y	0.13	
130	172ND AVE SE	85th Str	Cul de Sac	EAGLES LANDING	Y	0.18	
125	172ND ST SE	Cul de Sac	Riverview Lane	BRIDGEVIEW	Y	0.27	
131	173RD AVE SE	166th Str	165th Street	CEDAR CREST ACRES	Y	0.3	ok
132	173RD AVE SE	CR 73	123rd Str	ASPEN RIDGE	Y	0.28	
133	173RD AVE SE	CSAH 4	87th Str		Y	1	
134	173RD AVE SE	85th Str	82nd Str	EAGLES LANDING	Y	0.22	
135	173RD AVE SE	79th Str	77th Str	NATURES CORNER	Y	0.16	ok
136	173RD ST SE	CSAH 11	CR 50	HOGLUND HILLS	Y	0.25	due for cracksealing - include with quote

ID	Name of Road Section	FROM	TO	DEVELOPMENT	Maint ?	Twsp Mileage	Road Tour Notes
137	174TH AVE SE	Cul de Sac	170th Str	OAK CREST ESTATES	Y	0.13	ok
138	175TH AVE SE	87th Str	77th Str		Y	1	repair pothole at 175th and 87th. Possibly needs gravel. Getting reclaimed this year.
139	175TH AVE SE	77th Str	Lutz		Y	0.5	
140	175TH AVE SE	Lutz	67th Str	Gravel, Min Mtce	Y	0.45	
141	175TH ST SE	Cul de Sac	Riverview Lane	BRIDGEVIEW	Y	0.12	road ok
142	176TH AVE SE	123rd Str	Cul de Sac	SCENIC HILLS	N	0	dead end not viewed all the way down - looked ok
143	177TH AVE SE	CR 73	123rd Str	SCENIC HILLS	N	0	roads ok
145	180TH AVE SE	CSAH 4	87th Str		Y	1	not viewed, sealcoated
144	180TH AVE SE	Cul de Sac	118th Str	SNAKE RIVER ESTATES	N	0	ok - end of trail
146	181ST AVE SE	118th Str	Cul de Sac	SNAKE RIVER ESTATES	N	0	ok - trail is a county trail. 1/2 is blacktopped, 1/2 is gravel
147	182ND AVE SE	87th Str	Cul de Sac		Y	0.32	brushing quote needed - ends at cul de sac
148	183RD AVE SE	96th Str	Cul de Sac	WOODBERRY FARMS	Y	0.09	looks ok
149	184TH AVE SE	96th Str	Cul de Sac	WOODBERRY FARMS	Y	0.08	looks ok
150	185TH AVE SE	CR 73	CSAH 4		Y	3.31	lots of potholes. By 113th hole needs patching. 120th - 173rd heads up letter regarding reappear
151	189TH AVE SE	95th Str	Cul de Sac	DEER FOREST	Y	0.32	looks ok
152	190TH AVE SE	95th Str	Dead End	min maint.	Y	0.38	needs new 9 button - looks ok
153	190TH AVE SE	CSAH 16	Town Line	Gravel, Min Mtce	Y	0.71	
154	191ST AVE SE	95th Str	193rd Ave	BIG OAKS	Y	0.2	ok
155	192ND CT SE	CSAH 4	Cul de Sac	BIG OAKS	Y	0.06	needs trees cut down - clear ROW
156	192ND ST NW	Town Line	Town Line	EAGLE LAKE ESTATES	Y	0.13	
158	193RD AVE SE	Cul de Sac	118th Str	EAGLE LAKE ESTATES	Y	0.14	

ID	Name of Road Section	FROM	TO	DEVELOPMENT	Maint ?	Twsp Mileage	Road Tour Notes
157	193RD AVE SE	95th Str	191st Ave	BIG OAKS	Y	0.23	
159	194TH CT SE	CSAH 4	Cul de Sac	BIG OAKS	Y	0.14	needs 9 button sign
160	67TH ST SE	CSAH 23	Cul de Sac		Y	0.25	9 button needs updating
161	67TH ST SE	CSAH 11	CR 93		Y	1.01	little dips on edges, otherwise road looks good. 9 button needs updating
162	68TH ST SE	70th Str	CSAH 11	OAKWOOD ESTATES	Y	0.35	
163	70TH ST SE	Cul de Sac	CSAH 11	NATURES CORNER	Y	0.49	
164	77TH ST SE	CR 53	TH 25		Y	1.01	needs cracksealing - quote
165	77TH ST SE	Dead End	CR 27	Gravel, Min Mtce	Y	0.27	Dead end sign needs repair, minimum maintenance sign needed. No ditch - just silt. Verify if 2 or 3 rods wide. Repair with class 2 like noted on 107th. Dig out the area to repair the one section. 2 or 3 rod road. This road is receiving more traffic than it has in the past
166	77TH ST SE	163rd Ave	CSAH 11		Y	0.24	
167	77TH ST SE	CSAH 11	175th Ave	OAKWOOD ESTATES	Y	0.98	reclaim this year - large dips
168	79TH ST SE	173rd Ave	175th Ave		Y	0.15	
1	80TH ST SE	Cul de Sac	146th Ave	PETERSON FARM	Y	0.15	looks ok
3	82ND ST SE	TH 25	CR 127		Y	1.24	alligatored quite a bit
4	82ND ST SE	148th Ave	Subdivision Line	PETERSON FARM	Y	0.21	breaking up at end of bituminous
5	82ND ST SE	Subdivision Line	163rd Ave	GRAVEL	Y	1.34	At crest of hill to grain bins sand is starting to show
6	82ND ST SE	173rd Ave	175th Ave	EAGLES LANDING	Y	0.22	Tree brushing needed. New 9 button. Crackfilling quote needed
2	82ND ST SE	17nd Ave	TH 25	BOULDER CROSSING	N	0	cracksealing needed – quote Verify From road with Eyk and description accuracy for this one

ID	Name of Road Section	FROM	TO	DEVELOPMENT	Maint ?	Twsp Mileage	Road Tour Notes
7	83RD ST SE	Cul de Sac	CSAH 23	PETERSON FARM	Y	0.33	looks ok, 9 button needs to be replaced
8	84TH ST SE	TH 25	Oakwood DR	WILDWOOD ACRES	Y	0.14	
9	85TH ST SE	172nd Ave	175th Ave	EAGLES LANDING	Y	0.42	
10	87TH ST SE	CR 53	119th Ave		Y	0.5	
12	87TH ST SE	CSAH 11	175th Ave		Y	0.98	
13	87TH ST SE	175TH Ave	CR 93		Y	0.99	
11	87TH ST SE	123rd Ave	TH 25	BOULDER CROSSING	N	0	crack sealing needed - quote
14	91ST ST SE	Cul de Sac	CSAH 23	MAJESTIC KNOLL	Y	0.79	Lots of headwalls in Majestic Knoll
15	91ST ST SE	Cul de Sac	CR 93	SAND HILL	Y	0.26	not viewed
16	92ND ST SE	157th Ave	CSAH 11		Y	0.74	Jeff - large cottonwood tree needs branch removed
17	93RD ST SE	180th Ave	CR 93	HIDDEN PINES	Y	0.53	
18	93RD ST SE	CR 93	189th Ave	DEER FOREST	Y	0.35	looks ok
19	94TH ST SE	131st Str	134th Ave	MAJESTIC KNOLL	Y	0.27	
20	95TH ST SE	CR 93	Cul de Sac	BIG OAKS	Y	0.76	looks ok
21	96TH ST SE	MAJESTIC KNOLL	CSAH 23	GARBRIAN WOODS	Y	0.7	road ok, 13139 blue roof possible zoning violation
22	96TH ST SE	168th Ave	173rd Ave	ENCHANTED THICKET	Y	0.41	
23	96TH ST SE	180th Ave	CR 93	WOODBERRY FARMS	Y	0.54	looks ok
24	97TH ST SE	CR 53	TH 25		Y	1	
25	97TH ST SE	TH 25	City Limits	Aka Ginn Lane	Y	0.88	
26	98TH ST SE	Cul de Sac	145th Ave	HYTTSTEN CREEK	Y	0.2	Bump still exists - fairly level now, but in the winter it is a large bump. Extend edge drains may be a possible solution
27	BUCK LAKE BLVD SE	142nd Str	Cul de Sac	BUCK LAKE ESTATES	Y	0.66	
28	E BEATRICE DR SE	W Beatrice Dr	82nd Str	WILDWOOD ACRES	Y	0.72	

ID	Name of Road Section	FROM	TO	DEVELOPMENT	Maint ?	Twsp Mileage	Road Tour Notes
29	FILLY TRL SE	CSAH 4	CSAH 23		Y	1.47	not viewed, but in ok shape
30	GARDEN GROVE RD SE	CR 73	Peggy Place	ELK RIVER GARDENS	Y	0.4	paved. Road is shot
31	GARDEN GROVE RD SE	Peggy Place	Town Line	Gravel Rd. ELK RIVER GARDENS	Y	0.38	adding Ca Chloride this summer
32	GEORGIA CIR SE	Garden Grove Rd	Cul de Sac	ELK RIVER GARDENS	Y	0.07	much better after repair
33	GREENVIEW RD SE	107th Str	CSAH 23	PEBBLE CREEK NORTH	Y	0.44	road ok, needs sweeping or large rain. Early at front?
34	IRONWOOD CIR SE	Greenview Rd	Cul de Sac	PEBBLE CREEK NORTH	Y	0.06	did not view
35	KENNEY CT SE	Cul de Sac	Garden Grove Rd	ELK RIVER GARDENS	Y	0.06	9 button
36	OAK LN SE	Oakwood Dr	Oakwood DR	WILDWOOD ACRES	Y	0.57	another dip. One before turn to Bieber Farm. 4-5 dips. Fairly large hole - discussion regarding how to repair.
37	OAKWOOD DR SE	Cul de Sac	82nd Str	WILDWOOD ACRES	Y	0.46	6-7 potholes like Oak Lane - what to do - maybe do 1-2/year. Cost? There are sinkholes periodically. It was overlaid in 2004
38	PEGGY PL SE	Garden Grove Rd	CR 73	ELK RIVER GARDENS	Y	0.17	Add to brushing/clearing quote
39	RIVER VIEW CIR SE	170th Str	Cul de Sac	BRIDGEVIEW	Y	0.13	road ok
40	RIVER VIEW LN SE	170th Str	CSAH 11	BRIDGEVIEW	Y	0.99	pothole needs patching - intersection of 172nd and River view Lane
41	RIVERVIEW DR SE	Woodcrest Lane	Cul de Sac	ELKWOOD	Y	0.42	
42	W BEATRICE DR SE	E Beatrice Dr	82nd Str	WILDWOOD ACRES	Y	0.76	viewed last year's patch. Large dip to repair.
43	WOODCREST LN SE	Riverview Dr	TH 25	ELKWOOD	Y	0.38	Yield Sign needed
44	WOODLAND LN SE	W Beatrice Dr	E Beatrice Dr	WILDWOOD ACRES	Y	0.16	not viewed

ID	Name of Road Section	FROM	TO	DEVELOPMENT	Maint ?	Twsp Mileage	Road Tour Notes
182	Road by Midwest Bus Parts	CR 50	Dead End	never maintained			this is a township road with road order, but never maintained or vacated

Brian Kolbinger, Chair

Lucinda Messman, Clerk

Becker Township Board
Special Board Meeting
May 24, 2016

Present: Brian Kolbinger, Brad Wilkening, Gary Hammer, Jamie Johnson, Joe Danielson, Lucinda Messman

Absent: Tanya Danielson

Also Present: Mark Wimmer, T. VanderEyck – Township Engineer, Gary Grave – Clear Lake Township Supervisor, Steve DeMills – Palmer Township Supervisor, Kevin Foster – Hardrives, Mike Puhalla – Knife River

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

Quorum verified.

Chair Kolbinger introduced those present.

6:02 bids opened and read aloud by Eyk. Discussion regarding bituminous rates of County bid versus these bids. Both submitted bids included bid bonds and responsible contractor letter as required.

Bids were submitted as shown:

	Hardrives	Knife River
Becker Township 175 th Ave	107,695.50	102,590.50
Becker Township Add Alternate 1	86,972.50	84,487.50
<i>Becker Total</i>	<i>194,668.00</i>	<i>187,078.00</i>
Clear Lake Township Total	53,662.50	51,350.00
Palmer Township Total	60,807.50	53,769.00
Bid Package Total	309,098.00	292,197.00

Discussion regarding agreement on lowest bid with Clear Lake and Palmer Townships. Their representatives agreed regarding lowest responsible bidder.

Motion to include the Add Alternate #1 (77th Street) in the award of the bid and to award the contract to Knife River, accepting their low bid in total of \$292,197.00 for the two Becker Township projects and the Clear Lake Township Project and the Palmer Township Project contingent upon verification of totals/quantities by Township Engineer by Hammer. Second by Johnson. Motion carried, all voting in favor.

Eyk to prepare acceptance of award letter after verifying totals and send out on Thursday.

Motion to adjourn by Wilkening. Second by Johnson. Motion carried, all voting in favor. Meeting adjourned at 6:15 p.m.

Becker Township Board
Special Board Meeting
May 24, 2016

Brian Kolbinger, Vice Chair

Lucinda Messman, Clerk

draft *draft* *draft*

**Becker Township Board
Regular Board Meeting
May 16, 2016**

Present: Brian Kolbinger, Brad Wilkening, Joe Danielson, Gary Hammer, Tanya Danielson, Lucinda Messman

Absent: Jamie Johnson

Also Present: Kelli Bourgeois, – Township Attorney, T. VanderEyck (8:00 pm) – Township Engineer, Marie Pflipsen – Community Development Coordinator and Zoning Staff, Sgt. Dan Franks – Sherburne County Sheriff's Department, Mark Wimmer

Chair called meeting to order by Chair Kolbinger

Quorum verified.

Agenda reviewed. **Motion to approve agenda with two changes – strike item 6A as paperwork is not in and add Celina Gustafson to the Residential Concerns by Wilkening. Second by Danielson. Motion carried, all voting in favor.**

Motion to approve April 2016 Regular Board Meeting minutes as presented by Wilkening. Second by Hammer. Motion carried, all voting in favor.

Motion to approve April 26, 2016 Special Town Board Meeting minutes as distributed by Danielson. Second by Wilkening. Motion carried, all voting in favor.

Sheriff's Report

- 183 calls for service this month
- 96 traffic stops – additional distracted driving enforcement will continue throughout the summer
- 6 speed related accidents
- 3 grass fires. Restrictions have been lifted and burns permits can be obtained through the DNR. Encouraged residents to use the phone or website to obtain burn permits.
- Board members asked about a program that the Becker City Council viewed recently on a range and if a similar program could be set up for the Township Supervisors. Supervisor Hammer mentioned that City Council members spoke of a much deeper appreciation of the effort and decision making that members of the Sheriff's department utilize. Sgt. Franks will look into what needs to be done to set something up

Residential Concerns/Requests

- Celina Gustafson – on 77th Street SE (portion gravel from CR 11 to 82nd [Anderson Farm Road] – would it be possible for some dust control measures? There is more truck traffic now. How could dust control be requested/accomplished?
 - Board discussed length (approximately 3000 feet) and cost (estimate by Engineer \$1560 to do from CR 11 to 82nd Street)
 - Dust control estimates are being reviewed tonight – easy enough to add on at this point in time for this year. Good timing

**Becker Township Board
Regular Board Meeting
May 16, 2016**

- Discussion regarding bids – Magnesium Chloride vs Calcium Chloride and process – blade, roll, water not included in cost. Estimate is for product only. Watering first breaks the surface tension and allows for better product impact.
- Board let Ms. Gustafson know that dust control treatments become more effective as the years go by.
- Board Consensus to include 77th Street SE stretch from County Road 11 to 82nd Street SE in the areas to be treated this year.
- Quotes viewed. One more company (Central Minnesota Dust Control) still needs to get back with Eyk for clarification of pricing. Current estimates received to date are between \$5,500 and \$5,850.

Planning Commission/Joint Planning Board Updates

- At the May Planning Commission meeting, a public hearing was held for Ordinance 2016-03. This ordinance contains a lot of sections.
 - Leading topic of discussion for the Public Hearing was the possible inclusion of Personal Storage Structures in the zoning ordinance. Personal Storage Structures are storage buildings allowed on a property without a primary residence. This ordinance amendment is in response to the amendment allowing for such structures at the County level.
 1. Personal Storage Structures are not allowed to have plumbing/floor drains.
 2. Possible detrimental outcomes if these are allowed discussed
 3. Personal Storage Structure sizes recommended by the Town Planning Commission are more lenient than those recommended by the County.
 4. Discussion by the 2 Town Planning Representatives that more discussion may be required at Joint Planning regarding building size. The intent of the Planning Commission was to be sure that Accessory Structure and Personal Storage Structure building sizes would be consistent as determined by the zoning district/platting/etc..
 - Updates to definitions
 - Changes to Conditional Use permits in the Ag and General Rural Districts
 - Animal Unit calculations when wetlands and standing water are involved
 - ‘Cleaning up’ of the administration section
 - Amending/updating the following sections to match state statute
 1. Fines
 2. Variance language
 - Joint Planning Board will review for final action next week.
 - So far, two applications have been submitted for Personal Storage Structures. Those applicants will receive a letter stating that their CUP’s are currently denied as they do not follow zoning ordinance, but they will be reviewed following the Joint Planning Board meeting on May 24, 2016. This action is in accordance with the 60 day rule.
- Joint Planning Board will also hear a correction for a CUP issued for a Cellular Tower. The address was typed incorrectly on page two of the original CUP’s, but the maps, application, and page one of the CUP’s have the correct address indicated.

**Becker Township Board
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Engineer's Report

- Mallard Drive Signs – those for Mallard Drive SE have been ordered and are in the works. Those that will have arrows and be placed on city property are still being discussed. It has to do with sign type and placements. There will be some fees involved. Engineer to work with Becker City Public Works director to figure things out. Right now there will definitely be one on Garden Drive. The one for Edgewood needs further discussion.
- Estimates distributed for 2016 Reclaim and Surface Projects. This projects are currently out for joint bid, along with projects for Clear Lake Township and Palmer Township. The bid opening is scheduled for Tuesday, May 24, 2016, at 6:00 p.m. at Becker Town Hall. Becker Township Projects
 - 175th Avenue Reclaim and Surfacing from 87th Street SE to 77th Street SE \$109,013.00
 - 77th Street SE, From CSAH 11 to 175th Avenue \$93,582.00. This portion is listed as an add alternate. Originally the county pricing had come in low enough that Becker Township had voted to do both roads. However, we do not know where prices will come in on this round of bidding.
- Dust Control – some conversation occurred under Residential Concerns
 - Engineer to proceed with dust control, going with lowest estimate and split out the city amount as done last year.
 - City of Becker is fine combining the projects, but prefers to operate using a speedier timeline. Ideally seeing quotes come in April for May applications, weather permitting.
 - **Motion to apply dust control, using the lowest quote received and adding 77th Street SE from County Road 11 to 82nds Street SE to the quantities by Hammer. Second by Wilkening. Motion carried, all voting in favor.**
- Minimum Maintenance Roads Review prior to legal descriptions being recorded:
 - The following were declared to be minimum maintenance roads by resolution 6/18/2001
 - East Mile of Sherburne avenue. It is now a Becker City road – no longer maintained by the Township.
 - 190th was recorded (from 95th Street SE to Dead End - see historical information in file). There was a major regrade to it. It is minimum maintenance
 - 77th Street SE Road order has it as an 80 rod road. We have been plowing it. Now it is listed as a 3 rod road order that has never been vacated.
 - 122nd Street SE (Donna Jackson and Landscaping business are on this road). It is a 2 rod road. There are two road orders. Need to double check the court case to be sure it is not a 3 rod road.
 - 163rd Avenue SE, off of CSAH 24 East of Town. Unimproved Right of way? Eyk will double check. We have not been maintaining it.
 - 117th Street SE – 3 rod road order. Off 173rd Ave (sort of). Katey's Corner plat is next to it. Road order runs to the corner where PID 05-126-3300 starts. 05-426-0105 is platted. Receives maintenance once in a while

**Becker Township Board
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- 107th Street SE – cannot improve through wetlands area. We maintain ½ mile. Do not vacate. Sign as a minimum maintenance. Add unimproved right of way for part not minimum maintenance. Create a road map with one color for regularly maintained roads, one color for minimum maintenance and another color for unimproved right of ways.
- 97th Street SE – now it is CSAH 4 as the county highway occupied the township right of way. Status? Not sure how it was handled – need to get into proper order now.
- 175th Ave SE – Southern ½ mile = nice gravel road (to Lutz’s). Northern ½ mile = minimum maintenance. There is a sign in the right place
- 190th Ave SE by Reibal’s – (from CSAH 16 to Town Line)- 2 plats (Refuge Retreat and Refuge Acres). It is minimum maintenance from CSAH 16 and North. Controversial plats when platted. 1700’ cul de sac. DNR owns ½ of the road and will not put up any money to bring it up to township standards
- Board approved by concensus to have Eyk draft the legal descriptions for the roads and vacate 97th Street Se that is now CSAH 4.
 - 95th Street SE (Big Oaks Cul de sac). It is now a swamp. Resolution 03-02 declared it minimum maintenance. See about classifying as unimproved right of way
- 82nd Street gravel is underway now. There may be enough to finish 17th Ave SE (they have about 300 yards ‘extra’ right now with a 4 ½” – 5” of gravel down on 82nd
 - Why ‘extra’/reason for 1800 yards? Engineer quoted at 24’ wide surface and 6” depth. Actual surface is not quite that wide
 - Is there enough to stretch to 175th? Only go as far as it will allow. No authorization for additional gravel
- 82nds Street soft spot/repair – have been waiting to take it out. Wanted to be finished with the gravel/pounding the road would take to be sure the soft spot is known. Contractor asked board if the part that is removed should be used for slope elsewhere? Board indicated it could go to the minimum maintenance portion on 175th (North of Lutz’s) as it is decent clay. Use it to level/shape up that road a bit.
- Slope restoration at Hidden Haven has been completed and looks nice
- Along Garden Grove Drive, there were some landscapers that damaged the inslope. Eyk advised them to repair. They did not do a stellar job, but it was completed. Eyk will call the landscaper to let them know they need a permit to work in township right of way in the future.
- On 87th there is a house with culvert lower than the dirt. Eyk to double check if the flow is ok or if something needs repair (double check drainage and be sure the ditch is not filled)
- Contractor – 185th Ave SE Borrow will be trucked in starting June 6th, 2016. 185th is going to take a huge pounding in this area – figure 21 loads per hour for two weeks.
 - How does the Town Board want it maintained? Town Board: keep it passable. The road will breakup – let it and bring in gravel to maintain.
 - Who is paying for moving the dirt there? County is paying contractor to move the dirt. Township needs to keep the road passable

Becker Township Board
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- The road is already in poor condition and will get worse being used as a haul road. Board directed to add rough road signs and knows it may need to be bladed weekly
- 137th Street – Plans are going out to all utilities now. Plan is for a bid letting in July
- Wildwood Acres Stumps/Dips. Engineer suggests having ITT out to do some borings to see if it is stumps causing these sinkholes. **Motion to have ITT out to do some borings on some of the sinkholes by Wilkening. Second by Danielson. Motion carried, all voting in favor.**

Supervisors Reports

- Fire Board
 - preliminary budgeting is going on right now.
 - Joint meeting to occur with Township in July.
 - Tanker has been ordered and old existing tanker is to be sold.
 - Bond will be paid off soon. New ladder truck to be approx. 2 million dollars. When time to replace ladder truck, plan to do by bonding
 - CIP is for 'lesser value' items
 - Workers comp is up a bit
 - House burn scheduled for Saturday in Santiago
- Sherburne County Parks, Trails and Active Living Plan – no report, online link provided for current plan
- Township has been invited to have up to 2 Supervisors attend an Excel meeting tomorrow night regarding plans for an industrial park out by Sherco. Discussion regarding who will attend – Supervisor Hammer plans to attend. Either Supervisor Danielson or Supervisor Wilkening will attend as well.
- Brushing – should go in Engineer's Report – clerk to send list to Eyk for next month.
- Snowplow Contract Document review
 - Supervisor Wilkening and Clerk worked to revise the Vendor Pricing page. It appears good
 - Minimum maintenance roads to be indicated on map by Engineer. Provide board with mileage number for regular roads and mileage number including minimum maintenance roads
 - Road mileage discussed
 - Should bid be allowed for portion of Township? If someone wants to bid for just a part, it is allowable
 - Is contract for one or more years? Current plan to bid this revision for one year for now. After this year will look into 2-3 year time frame based on this year's experience
 - Clerk asked if board wanted this to go out as a sealed bid or quote? Anticipated value is just under \$100,000. Board directives:
 1. Sealed Bid Process
 2. One Year Contract
 3. New map to be attached with marked minimum maintenance roads
 4. Next time through plan is for a 2-3 year bid

**Becker Township Board
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5. Employee policy is required to exist for contractors, but can be requested for viewing by Township if there is a reason. Township has no intention of maintaining a file of such information, just want the language in the contract so contractors have some type of policy (contract item 14E)
 6. Target for July 18 2016 Bid opening
- **Fund Balance Policy – Motion to approve Fund Balance Policy as distributed by Wilkening. Second by Danielson. Motion carried, all voting in favor.**

Treasurer's Report

- Adjustment in M.L. Schendzielos bill as inadvertently billed for \$3000 when amount was to be \$300. Todd Schendzielos agreed it was a typo. Revised balance agreed upon by all.
- Treasurer Danielson requested the board approve the crack sealing payment of \$26,079.89 independently for audit review since no other quotes were sought before this work was completed.
 - **Motion by Hammer to pay \$26,079.89 for crack sealing portion of claim 13177, work completed due to conditions being right for doing crack sealing in spite of the fact that both the Township's Clerk and the Township's Treasurer informed the board in April and again when asked via email in regards to getting the work done that two quotes should be sought prior to authorizing work. Second by Wilkening. Motion carried, all voting in favor.**
- **Motion to approve Treasurer's Report as distributed by Wilkening. Second by Hammer. Motion carried. All voting in favor.**
- **Motion to pay warrants 13177 - 13199 and purchase orders 23100, 875601-875607 and voiding purchase order 875605 in the amount of \$76,729.06 by Hammer. Second by Danielson. Motion carried. All voting in favor.**

Other Business

- Election Equipment contract ready to sign
- Dropbox – clerk requested permission to drop four members who do not use the service, keeping 5 user accounts for those who utilize daily/weekly. Board agreed
- State Pricing Membership information presented. No charge for membership. Clerk to follow up for membership. Once a member, board stated that other locations are still to be checked for pricing prior to purchases.
- Clerk requested new height adjusting table for office. Informational sheet passed around. Board approved purchase of the table.

Motion to adjourn by Wilkening. Second by Danielson. Motion carried. Meeting adjourned at 9:27 p.m.. All voting in favor.

Brian Kolbinger, Chair

**Becker Township Board
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Lucinda Messman, Clerk

**Becker Township Board
Regular Board Meeting
June 20, 2016**

Present: Brian Kolbinger, Brad Wilkening, Jamie Johnson, Gary Hammer, Tanya Danielson, Lucinda Messman

Absent: Joe Danielson

Also Present: Damien Toven – Township Attorney, T. VanderEyck – Township Engineer, Marie Pflipsen – Community Development Coordinator and Zoning Staff, Sgt. Dan Franks – Sherburne County Sheriff’s Department, Mark Wimmer, Karla Scapanski, Dan Berning – Ziegler Custom Homes, Tom Hammer, Mark & Jamie Opatz, Arlo & Chandra Brower, Troy Dawson, Joel Muehlberg, Bob Miller

Chair called meeting to order by Chair Kolbinger

Quorum verified.

Consent Agenda use of and procedure to remove items from consent agenda explained to board members by Chair Kolbinger. Included in explanation was fact that a unanimous vote is recorded for all consent agenda items and any item on consent agenda that requires further information should be removed to normal agenda.

Motion by Johnson to use consent agendas when appropriate for Becker Town Board meetings. Second by Wilkening. Motion carried, all voting in favor.

Consent Agenda for this evening was presented to board members. Chair asked if there were any board member requests to remove items from the consent agenda so they could be discussed individually. No requests made.

Full text of all consent agenda items are on file. Chair asked if there were any objections to adopting the following items on the consent agenda:

Town Board Minutes, May 2016

Town Board Minutes, Special Meeting May 24, 2016

Town Board Minutes, Special Meeting June 2, 2016

Resolution 2016: Resolution of the Town of Becker appointing Election Judges

Approval of SAFE Discount Liquor tobacco application with no comment

Approval of Holiday Station Store #598 tobacco application with no comment

As there were no objections were made, **Consent Agenda items unanimously adopted.**

Motion to approve agenda as presented with three amendments:

- 1. Dan Berning, Ziegler Custom Homes added to Open Forum section**
- 2. Removal of item 8d as road in question is County jurisdiction, not Township**
- 3. Under Supervisors reports add discussion item for Joint Planning Board alternates**

By Hammer. Second by Johnson. Motion carried, all voting in favor.

Sheriff’s Report

- 216 Calls for service
- 101 Traffic stops

Becker Township Board
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- 5 dog complaints
- At last meeting Town Board asked about ability to participate in Don't Shoot Training. Sgt. Franks said he can arrange, Monday thru Friday, mid-afternoon times are best. Clerk to arrange dates.

Residential Concerns/Open Forum

1. Tom Hammer – Demolition of House. Supervisor Hammer stepped down from the table to avoid conflict of interest as Tom is his brother.
 - a. Request to build a new home on a lot with an existing primary residence
 - b. Clerk indicated to Mr. Hammer that the following conditions would most likely be required:
 - i. Copy of contract with builder showing the inclusion of demolition of existing primary structure within two weeks of completion of new primary structure OR escrow of funds to demolish existing primary structure after completion of new primary structure in the amount of 150% of estimate to demolish existing primary structure
 - ii. 10 days allowance between the issuance of the certificate of occupancy of the new house and demolition of the existing home
 - iii. Property owner to obtain and abide by all local, County, State, and Federal required permits, rules and regulations including, but not limited to, building permits for both the new structure and demolition of the existing structure, land use permit, and any applicable environmental permits.
 - c. Mr. Hammer plans to demolish the existing structure himself after completion of the new home.
 - d. Mr. Hammer presented an estimate for complete demolition and removal of existing house at 15633 122nd Street SE, Becker, MN in the amount of \$7,240 from Clint's Excavating in St. Cloud, MN. Board accepted this as a good estimate to base their calculations for escrow. Escrow set at \$10,860
 - e. One board member indicated that a previous applicant applied for an Interim Use Permit, however, the interim use permit process was never applied for in previous similar circumstances. Mr. Wimmer asked board if this is establishing precedent and allowing someone to avoid the IUP process or are the resolutions for this type of situation determined on a case by case basis.
 - f. Attorney Toven stated that each instance needs to be evaluated on an independent basis as every land parcel is different.
 - g. **Motion to approve Resolution 2016-06: A resolution Recommending Allowing Existing Home to remain on Property while new home is built [full text on file] by Johnson. Second by Wilkening. Motion carried, Johnson, Wilkening, and Kolbinger voting in favor. Hammer abstained. Danielson absent.**
 - h. Supervisor Hammer returned to his position.
2. Bob Miller – Peggy Place Staking for Brushing
 - a. Mr. Miller wanted to know if a time line was in place for brushing

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- b. Board chair stated that tonight we were receiving the quote for service and that the board was not sure how much would be done as we needed to figure costs for the whole project before a decision is made. As far as timeline, work would be done this fall.
 - c. Mr. Miller asked that common sense be used when removing larger trees in the right of way. Could trees next to property lines – farther away from road edge be kept? There are some very nice Oak and Black Walnut trees they would like to see remain.
 - d. The brush needs to go, no question, but can the larger trees remain
 - e. Supervisor Hammer reviewed the liability issues on the township, size of tree, overhanging limbs and previous years town has cleared to the right of way
 - f. Mr. Miller stated he has lived there 20 years and other than the power company doing some topping, the road had not been done.
 - g. Mr. Miller presented a photo of a large tree in his right of way that is near his property line that he keeps trimmed back.
 - h. Board indicated they will check with their attorney prior to removal of any trees
3. Arlo & Chandra Brower – Secondary Approach
- a. Eyk looked at this location and map presented to board
 - b. Township has allowed for secondary driveways and approval here is requested
 - c. Their plan complies with all Township standards for secondary driveways
 - d. The planned secondary drive is 150 feet from the intersection
 - e. A minimum 15” culvert will be required
 - f. Township culvert and driveway standards will apply
 - g. **Motion to approve the secondary driveway permit by Wilkening, second by Johnson. Motion carried, all voting in favor.**
4. Troy Dawson – Secondary Approach
- a. Eyk reviewed this location and map presented to board
 - b. This secondary approach is 150’ from CSAH 23
 - c. There is no visibility issue with the area
 - d. Township culvert and driveway standards will apply.
 - e. **Motion to approve the secondary driveway permit by Hammer. Second by Wilkening. Motion carried, all voting in favor.**
5. Dan Berning, Ziegler Custom Homes
- a. Homeowners Mark and Jamie Opatz also present
 - b. Building permit applied for and approved
 - c. Zoning administrator issued stop work order due to groundwater and flood elevation issues
 - d. Duplex pumps and waterproofing solution will work for the groundwater issue
 - e. 100 year flood issue is the problem. Flood elevation levels were changed by FEMA in 2011.
 - f. Our Zoning ordinance requires low level to be 3’ above the 100 year flood elevation 912.5.

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- g. Low opening was at 910.3, now revised to 915.3
 - h. Discussion regarding past (Bridgeview Subdivision in general. This is regarding Lot 8, Block 1)
 - i. The only way to allow this, by our ordinance, is by variance
 - j. Q: (Bob Miller): how are septic systems affected by this? A(Eyk): Septic designer will give the type necessary
 - k. 73" is mottling; grading plan is different; ground water is near grade for some lots
 - l. Various ideas discussed
 - m. Variance application to be turned in by tomorrow at noon. Then can make the July planning commission
6. Karla Scapanski introduced herself as she is running for the House of Representatives for our district. She has a degree in criminal justice, did childcare in her home and now wants to advocate for people.

Town Planning Commission/Joint Planning Board updates

- 1. Joint Planning board ruled regarding an sign application wondering if sign was an architectural element or a sign
- 2. First personal storage structure Conditional use permit was recommended by the Town Planning Commission and will go before the Joint Planning Board at their next meeting
- 3. Shouses returned to sheds were discussed

Engineer's Report

- 1. Legals of minimum maintenance roads presented to board. Eyk will send legals in word format to clerk to obtain a resolution for the board to pass next month
 - a. Another township road was found by the Bus Parts
 - b. Road found - 67th Street west of CSAH 11 is an 1/8th mile road
 - i. Came to light when building permit applied for
 - ii. Road order from 1912
 - iii. Oakwood Estates was platted without reference to the road
 - iv. Timber Tops subdivision in Santiago Township was platted and shows a 4 rod right of way as an old road no longer traveled
 - v. Can the township vacate this road? A(Attorney Toven): No, it is platted on both sides, but see if Kelli has any ideas with it
 - vi. Needs more research – clerk to review minutes from 1912 to present and roads book
 - vii. Title work could be done – by whom and costs?
- 2. Dust Suppression – Township total \$3,978.18; Total: \$6,394.18 Q(board): how did it go? A: 150th/122nd is ½ city ½ township – with the amount of traffic it is already beginning to washboard. Other roads turned out fine. Thank you from one resident presented to board
- 3. Subgrade correction at 82nds came out well. Excavated material went to build up a portion of minimum maintenance road 175th Ave
- 4. Pothole on 185th seems to be a sink hole and needs to be dealt with
- 5. 175th/77th will be paved tomorrow

Becker Township Board
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6. 185th Ave SE – landowner originally agreed to allow us to stockpile materials, now wants compensation. Agreed to \$500. When negotiation of ROW alignment, will need to include that amount.
7. 137th Street is with MN Dot – mid September work, bid in August, work around Long-Earred Bat nesting period.

Supervisor Reports

1. Brushing quotes opened – need review
 - a. Trees – some have to come out, others don't
 - b. 170th Ave SE brushing needs to be above road. There is a three foot spite strip there
 - c. Mr. Wimmer: Township said that picking and choosing trees to stay/go from right of way wouldn't happen and all should go. Asked to be added to open forum for next month
 - d. Supervisor Wilkening asked Eyk to look at clear zone requirements prior to a decision next month.
 - e. Discussion regarding consistency with last year and this year
2. Fire Board
 - a. Reviewed budget – up 2.4%. Partially due to CIP fund contribution to keep up with cost of replacing equipment
 - b. Nothing glaring or outside a comfort zone
 - c. July is the Joint Meeting
3. No report for Parks/Trails or North Star
4. Joint Planning Board – alternates are Jamie Johnson and Joe Danielson. Supervisor Hammer cannot attend the next JPB meeting and asked if one of the alternates could. Supervisor Johnson said he could attend
5. Replacement for members on TPC/JPB. Supervisor Wilkening spoke with James Mecklenburg who indicated he would be interested in accepting an appointment to any vacancies on either of the boards.
 - a. Phil Knutson has indicated he will be resigning from the Joint Planning Board after the June meeting.
 - b. Board discussion regarding members. Discussion to see if Town Planning Commission at large member Mark Rask would accept an appointment to the Joint Planning Board if Phil Knutson resigns as Mark has experience in Planning Commission and an idea of how things work. Then see if James Mecklenburg would accept the appointment to the Town Planning Commission. Board members to talk to the individuals and report back next month.

Treasurer's report

1. Crack sealing total for the year is over the \$25,000 threshold for quotations. Treasurer requested board approval in paying the remaining \$22,675.20. **Motion by Hammer to pay the additional \$22,675.20. Second by Johnson. Motion carried, all voting in favor.**
2. **Motion to approve the treasurer's report as presented by Johnson. Second by Wilkening. Motion carried, all voting in favor.**

Becker Township Board
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3. **Motion to pay warrants 13200-13217 and 13222-13229** [printer mis-feed so warrants 13218-13221 are blank and will be used next month] **and purchase orders 875608-875614 in the amount of \$144,244.56 by Johnson. Second by Wilkening. Motion carried all voting in favor.**

Other Business

1. Data Request Policy presented. **Motion to approve data request policy as presented by Wilkening. Second by Johnson. Motion carried. All voting in favor.**

Motion to adjourn by Johnson. Second by Wilkening. Motion carried. Meeting adjourned at 8:50 p.m.. All voting in favor.

Brian Kolbinger, Chair

Lucinda Messman, Clerk

**Becker Township Board
Special Board Meeting
June 2, 2016**

Present: Brian Kolbinger, Brad Wilkening, Joe Danielson, Lucinda Messman

Absent: Gary Hammer, Jamie Johnson, Tanya Danielson

Also Present: Mark Wimmer, T. VanderEyck – Township Engineer

Meeting called to order at 7:00 a.m. by Chair Kolbinger

Quorum verified.

Engineer’s Report: After review of contract data and completion of abstract of bids submitted by Hardrives and Knife River, Knife River is no longer the lowest price. Hardrives is now lower than Knife River. Based on the project manual, page 100-06; item 18: Unit Prices Control, unit prices shall prevail and be the final for determining the total cost of the bid.

There was a bid item listed in unit prices, however it was omitted from the subtotal given for Becker Township.

Below depicts the bids as read, vs. as actual after Engineer’s review.

Road/Township	HARDRIVES		KNIFE RIVER	
	As Read in meeting/written	Actual after Review	As read in meeting/written	Actual after review
Becker – 175 th Ave	107,695.50	107,695.50	102,590.50	120,090.50
Becker – 77 th Street Add On	86,972.50	86,972.50	84,487.50	84,487.50
Becker Total	194,668.00	194,668.00	187,078.00	204,578.00
Clear Lake	53,662.50	53,662.50	51,350.00	51,350.00
Palmer	60,807.50	60,807.50	53,769.00	53,769.00
Bid Package Total	309,098.00	309,098.00	292,197.00	309,697.00

As the unit prices were depicted in the bid documents correctly, and Item 18 states that correct unit pricing prevails, Knife River is no longer the low bidder. Discussion regarding agreement on lowest bid with Clear Lake and Palmer Townships occurred with Engineer and the respective townships. Those Township representatives agreed regarding lowest responsible bidder even though their costs will increase. The reviewed the documents and agreed that award, after review, needed to have gone to Hardrives.

Motion to rescind the previous contract award on May 24,2016 to Knife River that stated, “Motion to include the Add Alternate #1 (77th Street) in the award of the bid and to award the contract to Knife River, accepting their low bid in total of \$292,197.00 for the two Becker Township projects and the Clear Lake Township Project and the Palmer Township Project contingent upon verification of totals/quantities by Township Engineer” and award

Becker Township Board
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the contract that has now had quantities verified by Township Engineer to Hardrives by Wilkening. Second by Danielson.

Discussion

Pre-construction meeting has not yet occurred, so timing is not known. The bids received were lower than anticipated (as indicated in attached Engineer's Estimate) due to fact that the companies know that the Townships are willing to be flexible with their dates.

Regarding Bidding:

M. Wimmer:

- Objection to the late notice of this meeting. Why was there not a 10 day notice?
- Tax payers should not have to pay for another meeting and higher contract cost. It appears that they are slipping out of a contract. There was a performance bond provided – they should have to honor prices that were stated in the original contract award meeting.
- Engineer explained that contract is based on unit pricing. Contract states this in both the instructions to bidders and in the advertisement for bids.
 - Unit prices were given, but a math error did not include one of the lines in the sub totals. When adding numbers up, error was found.
 - Firm originally awarded the bid agrees that there was a math error and they should not have the bid at this time.
 - State law requires we go with lowest bidder.
 - The cost is actually going down. The way the contract is written, townships would need to pay the higher cost discovered once the numbers were verified/re-added.
- Mr. Wimmer stated he would like to see better public explanation of this.

No further discussion. Vote taken. Motion carried, all voting in favor.

Motion to adjourn by Danielson. Second by Wilkening. Meeting adjourned at 7:12 a.m.

Brian Kolbinger, Vice Chair

Lucinda Messman, Clerk

Becker Township Board
Special Board Meeting
July 20, 2016

Present: Brian Kolbinger, Brad Wilkening, Jamie Johnson, Joe Danielson, Lucinda Messman

Absent: Gary Hammer, Tanya Danielson

Also Present: Mark Wimmer, Tony Wruck, Todd Schendzielos

Chair called meeting to order by Chair Kolbinger

Quorum verified.

Chair Kolbinger struck the award of contract from agenda as review of numbers and documentation should be performed prior to awarding of bid. Consensus by all board members.

Sealed Bid Snowplow Documents were opened and read aloud. Four bids were submitted indicating hourly pricing for a one year contract for snow plow trucks/types of truck/truck accoutrements; loaders and types of loaders; motograders; skid steers; salt/sand ratio and plowing rates vs. rates of application while not plowing.

Herbst Excavating
Wruck Excavating
M.L. Schendzielos & Sons
Prescription Landscape

Due to the large number of variables, clerk instructed to construct summary documentation in easy to read format for August 15, 2016 meeting. Board intends to award contract at that time.

Motion to adjourn by Johnson. Second by Wilkening. Motion carried. Meeting adjourned at 7:21 p.m.. All voting in favor.

Brian Kolbinger, Chair

Lucinda Messman, Clerk

**Becker Township Board
Special Meeting Minutes
July 21, 2016**

Present: Brian Kolbinger, Brad Wilkening, Jamie Johnson, Joe Danielson, Lucinda Messman

Absent: Gary Hammer, Tanya Danielson

Also Present: Mark Wimmer, Tony Wruck, Todd Schendzielos

Chair called meeting was called to order at 7:00 pm.

Quorum verified.

Chair Kolbinger announced *Agenda Item number 4: Tentative Award of contract to low bidder* to be stricken from the published agenda as there will be too many numbers read aloud to immediately award the Snow and Ice Control contract without a more thorough review of numbers submitted. The July bid opening date established does allow time for proper bid analysis prior to award of contract. Consensus by all board members. The official award of the Snow and Ice Control Contract will be made to the lowest responsible bidder at the August 15, 2016 Regular Town Board meeting.

Chair Kolbinger opened and read aloud each of the four sealed bid documents received for Snow and Ice Control 1 year contract. Bid submission were received from Herbst Excavating, Wruck Excavating, M.L. Schendzielos & Sons, and Prescription Landscape. Clerk to construct summary documentation for distribution at the August 15, 2016 Regular Town Board Meeting.

Motion to adjourn by Johnson. Second by Wilkening. Motion carried. Meeting adjourned at 7:21 p.m.. All voting in favor.

Brian Kolbinger, Chair

Lucinda Messman, Clerk

**Becker Township Board
Regular Board Meeting
July 18, 2016**

Present: Brian Kolbinger, Brad Wilkening, Gary Hammer, Joe Danielson, Lucinda Messman

Absent: Jamie Johnson

Also Present: Kelli Bourgeois – Township Attorney, Jon Bogart - Township Engineer, Sgt. Dan Franks – Sherburne County Sheriff’s Department, Mark Wimmer, Dan Berning – Ziegler Custom Homes, Mark Opatz, Joel Muehlberg, Todd Schendzielos, Marilyn Danielson – representing Becker Fire Board, Gary Meyer – Citizen-Tribune; 7:50 pm – Doug Kolbinger, Tracy Bertram, Rick Hendrickson, Lori Keller arrived for Annual Joint Fire Board Meeting

Chair called meeting to order by Chair Kolbinger

Quorum verified.

Consent Agenda for this evening was presented to board members. Chair asked if there were any board member requests to remove items from the consent agenda so they could be discussed individually. No requests made.

Full text of all consent agenda items are on file. Chair asked if there were any objections to adopting the following items on the consent agenda:

Town Board Minutes, June 20, 2016

CPV Agreement for Township participating in state pricing

Treasurer’s Report (June YTD, Disbursements, Receipts, Cash Balance)

As there were no objections were made, **Consent Agenda items unanimously adopted.**

Motion to approve agenda as presented with amendments indicated:

- 1. Weed Inspector discussion**
- 2. Lester Olson Memorial**
- 3. Joel Muehlberg – Open Forum re: brushing**

By Wilkening. Second by Hammer. Motion carried, all voting in favor.

Sheriff’s Report

- 164 Calls for service
- 57 Traffic stops
- Increase in traffic complaints – associated with Highway 10, not Town roads
- At last meeting Town Board asked about ability to participate in Don’t Shoot Training. Sgt. Franks has date set for Wednesday, July 27 at 2:00 p.m.. Meet in the lobby of the Sheriff’s department.
- They received a dog call and requested Patti (Dog Catcher) service. She responded rapidly to catch the dog.

Residential Concerns/Open Forum

Becker Township Board

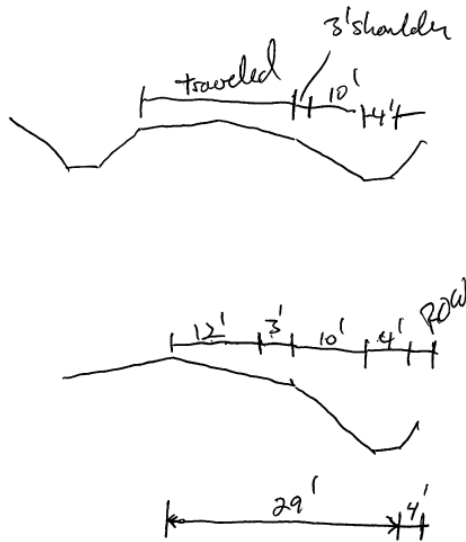
Regular Board Meeting

July 18, 2016

1. Mark Opatz (regarding 16970 River View Circle SE, Big Lake) – Submission of a claim for payment sent to clerk as he feels the Township made a mistake in issuing his building permit. He would like the board to assume the approximate \$31,060.25 in additional costs.
 - a. Board asked Township Attorney Bourgeois for opinion:
 - i. In issues with building permits, the Township has a statutory immunity indicated by case law.
 - ii. The issue should have been known by both the builder and surveyor
 - iii. Issuance of a building permit does not mean that the responsibility is completely on the township.
 - iv. This should be handled by insurance rather than using taxpayer dollars.
 - b. Board asked what process should be followed and Attorney Bourgeois responded
 - i. the board should deny the claim for payment
 - ii. the property owner would need to initiate legal action in order to send this to the next level
 - iii. Biggest issue at stake is taxpayer money. Using tax payer money for a private claim such as this would be inappropriate.
 - iv. Council recommendation is that we let the property owner utilize the recourse of legal action
 - c. Board action on request: **Motion to deny the claim for payment in the amount of \$31,060.25 by Hammer. Second by Wilkening. No further discussion. Motion carried – all voting in favor.**
2. Mark Wimmer – He feels public notices need to be adjusted. There seem to be a lot of special meetings close to board meetings. Can this be adjusted? Is better planning the solution? Taxpayers are paying board members \$75 each time they meet and he want to be sure these meetings are necessary.
 - a. Clerk responded that due to Contracting Law and recent contracts being sealed bids anticipated to be in amounts over \$100,000; there are advertising schedules that must be followed in association with audit guidelines.
 - b. The board does try to merge meetings as much as possible and will try to plan better next year, but sometimes avoid additional meetings cannot be avoided.
3. Joel Muelburg – He knows the Township’s Brushing project is coming up and wondered if the board has considered using clear zones rather than clearing entirely to the right of way. He has read that clear zones are smaller in areas where traffic is only moving at 30 miles per hour. Would the township consider a lower amount of area to clear? He believes it should save some money to tax payers as well, but understands some clearing needs to occur to increase safety.
 - a. Board asked Engineer regarding snow stacks and amount of space required
 - i. Ditch is good to stack snow. In a residential area it is good to have at least 5-6’ outside the road edge available for snow stack

Becker Township Board
Regular Board Meeting
July 18, 2016

- b. Board members have a concern here as to setting a policy and future road rebuilds in this area. Clerk pulled this area up on map
- c. Engineer gave further information to the board
 - i. Clear zone vs. right of way was better defined
 - ii. Chapter 8820 on State Aid Roads can offer guidelines. Township has no state aid roads, but look at 8820.9922 for some guidance as to clear zones. Township does not need to use these, but these offer a good discussion starting point
 - iii. Clear zone chart is dependent upon ADT (# cars/day)
 - iv. Clear zone is measured from edge of bituminous



- v. See drawing
- vi. Often, approximately 10 feet (just beyond ditch) is enough. Engineer's opinion – if there is a nice tree on backslope, not an issue. Trees in the ditch bottom or inslope are issues. Believes saving nice trees is a good idea.
- d. Board asked Mr. Muelhberg where his trees were located. He stated they start about 7 feet from road and then there are a series of trees in front of his house. Overhead map viewed 05-437-0130. Off 113th (1/2 mile north of Snake River). 7 homes on the street. Traffic volume is minimal and 30 mph
- e. Determination that going to the bottom of the ditch would reduce Mr. Muelhberg's loss of trees by 1/2.
- f. Board stated that when this road is rebuilt (no time frame known at this point), this road will need to be fixed to follow Township standards. This particular area is one that the County did not allow comments from the Township so there are not any real ditches as there should be.
- g. Engineer's additional comments
 - i. This road is unshielded from sun right now (no trees on south)
 - ii. Keep the clear zone free
 - iii. Even under State Aid Standards, get 9-10' clear for safety
 - iv. If no ditch bottom, control as far as ditch is there

**Becker Township Board
Regular Board Meeting
July 18, 2016**

- v. Recommends clear to bottom of ditch or 10', whichever is farther. Be sure enough are removed to maintain the drainage
- h. Board asked how mature the trees are at this point. Mr Muelhberg replied they are 8-10" in diameter. Not real old, but definitely not brand new. Mr. Muelhberg replied some are in the inslope and he understands they need to go.
- i. Board discussed two options: 1) clear to Right of Way or 2) clear to at least 10 feet from edge of bituminous edge or far side of ditch, being consistent for the entire street
- j. Board members pointed out this is a Non-Standard road design and consensus is to have this road re-staked based on standard #2 above.
- k. Discussion among board – is this to apply to entire township of just this road
- l. Engineer pointed out as ADT increases, then clear zone increases
- m. **Motion by Wilkening to institute new Township brushing standard as follows: Standard for Becker Township when clearing and grubbing areas that are speed zoned at 30 mph and ADT is under 1000 to clear ten (10) feet from edge of bituminous to the back of the ditch or whichever is a greater distance. Second by Danielson. Motion carried, all voting in favor.**

Town Planning Commission/Joint Planning Board updates

- 1. Mr. Opatz variance has not yet been pulled, so it will go to Joint Planning for a final ruling.
- 2. Vonco II has submitted a license modification. They were asked to attend the JPB to update board on what they are looking to do. While they are in a rush to do this, Attorney Bourgeois feels this modification most likely fits within their existing CUP. She will get additional information to review prior to the JPB meeting on July 26th.
 - a. Supervisor Hammer discussed the Host Community Agreement history with board members. Is this a time to discuss? Yes, especially if the CUP is opened/amended. Otherwise, can still ask but they do not need to discuss at this time.
 - b. In discussions with Vonco Attorney Dan White, he has indicated the need to work on repairing relationships that have suffered in the past and move forward.

Engineer's Report

- 1. Minimum Maintenance Road Discussion – tabled as a few questions came up over the weekend that Eyk would be best able to answer.
- 2. 185th Ave – Supervisor Hammer to help with reaching people for Right of Way Acquisition
 - a. Stockpile needs fence or bio-roll. Maintenance Contractor Schendzielos recommends bio-roll as it has better eye appeal than fencing and cost is similar to fencing.

**Becker Township Board
Regular Board Meeting
July 18, 2016**

- b. Jon is waiting for Army core of engineers to get back to him with some information. Once they do, and ROW easements are complete, ready to get started.
3. 137th Street will be going ahead with bidding in Mid August. Plans to finish this fall
4. 175th/77th – there was an over-run on shouldering. **Motion to pay Hardrives \$195,615.59 partial payment by Hammer. Second by Wilkening. Motion carried, all voting in favor.** \$10,295.56 is being retained at this time.
5. Wildwood area boring are in process to see if alleged stumps are the issue

Supervisor Reports

1. Fire Board – in a few minutes
2. Parks/Trails – no meeting
3. North Star – no meeting
4. Mark Rask has submitted written notice of his resignation from the Town Planning Commission and indication he would be interested in serving on the Joint Planning Board. **Motion to approve Resolution 2016-08 [full text on file]: Appointing members to the Becker Joint Planning Board by Hammer. Second by Danielson. Motion carried, all voting in favor.**
5. Jim Mecklenburg has submitted written notice of his interest in serving on the Town Planning Commission. **Motion to approve Resolution 2016-09 [full text on file]: Resolution Appointing Members to the Town Planning Commission by Wilkening. Second by Hammer. Motion carried, all voting in favor.**
6. Weed inspector – Board believes Supervisor Johnson would be the most appropriate, but as he is not here, will wait to appoint at a later meeting.

Other business: Clerk updated board members on availability of GTS training and August 3rd training by Engineers.

Motion to recess Regular Town Board meeting to allow meeting of Joint Fire Board meeting and resume after Annual Fire Board Meeting by Wilkening. Second by Danielson. Motion carried, all voting in favor. Becker Town Board meeting recessed at 8:01 p.m..

Annual Joint Becker City and Becker Township Fire Board Meeting took place

Town Board Meeting resumed at 8:15 p.m.

Warrants for payment: Supervisor Danielson not voting as his business has submitted a claim for payment. **Motion to pay warrants 13230-13249 and purchase orders 875610, 875615-875622 in the amount of \$254,570.92 by Wilkening. Second by Hammer. Motion carried, all voting in favor.**

Other

Becker Township Board
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July 18, 2016

Lester Olson Memorial. When reviewing minutes it was discovered that this had not been completed. Clerk to find Lester Olson's middle initial. Blue sign with white lettering (2 needed) to be ordered with text: "Lester _ Olson and Family Memorial Snake River Crossing. Dedicated mo/da/yr" Clerk to get signs ordered and they will be put into place. Lester served on the Town Board for 44 years.

Attorney Bourgeois to research unimproved right of way named in minutes from 2007.

Motion to adjourn by Danielson. Second by Hammer. Motion carried. Meeting adjourned at 8:22 p.m.. All voting in favor.

Brian Kolbinger, Chair

Lucinda Messman, Clerk

**Becker Township Board
Regular Board Meeting
August 15, 2016**

Present: Brian Kolbinger, Brad Wilkening, Gary Hammer, Lucinda Messman

Absent: Joe Danielson, Jamie Johnson, Tanya Danielson

Also Present: Kelli Bourgeois – Township Attorney, T. VanderEyck - Township Engineer, Sgt. Dan Franks – Sherburne County Sheriff’s Department, Mark Wimmer, Todd Schendzielos, Marilyn Danielson – Planning & Zoning Staff, Tony Wruck,

Chair called meeting to order by Chair Kolbinger

Quorum verified.

Consent Agenda for this evening was presented to board members. Chair asked if there were any board member requests to remove items from the consent agenda so they could be discussed individually. No requests made.

Full text of all consent agenda items are on file. Chair asked if there were any objections to adopting the following items on the consent agenda:

Town Board Minutes, July 18, 2016

Town Board Minutes – Special Meeting July 20, 2016

Treasurer’s Report (July YTD, Disbursements, Receipts, Cash Balance)

Treasurer to deposit Town Aid into General Fund until board indicates otherwise

As there were no objections were made, **Consent Agenda items unanimously adopted.**

Motion to approve agenda as presented by Hammer. Second by Wilkening. Motion carried, all voting in favor.

Sheriff’s Report

- 240 Calls for service
- 125 Traffic stops
- Increase in IRS Scam calls
- 1 Aircraft complaint (crop dusting is allowed)
- 1 complaint of irrigator water hitting road
- Board simulation training successful. Board members stated that the training really opened their eyes to the amount of things occurring in a short period of time when officers arrive on scene. Sgt. Franks asked board members to tell others about their experience as this cannot be open to general public due to facility use.
- CR 50 Speeding complaints have increased – they are increasing patrols

Residential Concerns/Open Forum

1. Tim Gallus – request permission to keep old shed up while new is being built. Historically, the board has asked applicant to put either 150% of cost to demolish and clean up old building into escrow account with Township OR provide copy of

**Becker Township Board
Regular Board Meeting
August 15, 2016**

contract showing the building will be taken down – complete with dates and payments. Mr. Gallus will bring in check for 150% of removal fee and put into escrow. **Motion by Wilkening to approve Resolution 2016-07: A resolution recommending allowing existing shed to remain on property while new shed is built. Second by Hammer.** Discussion: how is this tracked? Clerk: City Clerk and Township clerk work together to be sure things are done properly. In this instance, a building permit will not be issued until escrow is on file. It will not be returned until verification that old shed is removed. **Motion carried, all voting in favor.**

2. Mark Wimmer – how are election officials notified of deceased person? Clerk responded that names are removed from official rosters if the person has not voted in 4 years. Or, if someone has personal knowledge, they can fill out a death notice form on election day. These forms are verified by the state, so no one can just remove people as dead because they wish to do so.

Town Planning Commission/Joint Planning Board updates

- Vonco representatives came into the last JPB meeting to update on current plans. Vonco is operating under 2 different CUP's, both are monitored by the County. Nothing for JPB to do at this time as they do not require amendments. Sherburne County designed the CUP's rather broadly, no thought given to prospect of other entity taking over zoning activity. Attorney Bourgeois is looking into a host agreement.
- Ordinance cleanup amendments will be presented – some at Planning Commission in September, Building one at Town Board in September
- JPB is reviewing the Orderly Annexation Agreement and Contract for Staff Services. If no new agreement is in place, zoning will revert back to Sherburne County in January of 2018.

Engineer's Report

- Turn Around listing – dead/ends list. Some have been completed, some still need directive from board. Board will look at these during Fall Road tour to be scheduled later this evening.
- 185th Avenue – corps of engineers still have the permit application. It should be another 3-4 weeks before they are finished processing. Hoping to commence grading the first part of October. Carefree Country Club shuts down mid-October. Until that time, there will be a lot of traffic.
- 137th Street – plans are under final review at state. Utility coordination meeting was earlier today. Connexus will move three poles the first part of September. New ROW will be determined later this week. To get timely construction underway/completed, will probably require a special meeting.
- West Beatrice sinkholes – Wildwood Acres 2nd Edition. 2006 overlaid all with 1 ½" wearing course. Estimate is based on road geometry – approximate cost \$20,000 per pot hole. More detailed survey might lead to a decrease in cost estimate, but not necessarily. Board thinking of repairing a few each year.

**Becker Township Board
Regular Board Meeting
August 15, 2016**

- East Beatrice 7/26/2016 ITT did a boring, large sinkhole formed due to rain events. Estimating 4-5 cubic feet of void space. Board Q: is it likely a mass of stumps? A(Eyk): probably. Discussion how this could be fairly large issue, but won't know until it is exposed. Options for repair discussed. Todd Schendzielos checked and the class 5 was there prior to previous rain. If leave overwinter, Schendzielos suggest a good base of reclaim and just keep an eye on things. Board to check on Road tour and decide once it is known if 185th Ave and 137th Street will come in on budget.

Supervisor Reports

1. Fire Board – normal meeting. Specs for tanker going out for bids
2. Parks/Trails – no meeting
3. North Star – no meeting
4. Brushing – **Motion to reject all quotes by Wilkening. Second by Hammer. Motion carried, all voting in favor.** Engineer to stake again and new quotes are to be obtained. Each piece of road needs to be quoted with a separate number. Then to look at list on road tour to decide what gets done.
5. Awarding of Snow and Ice Control Contract: process: low bidder to receive contract. Review of bids has occurred this past month. Discussion
 - a. Appears Wruck Excavating is the low bidder. Concern if they have enough trucks/staff to handle. They indicated enough on bid forms.
 - b. Snow policy is in place to handle if they would not have enough
 - c. Supervisor Hammer remembers a zoning violation in the past, but without resolution being presented to the Town Board. As this would invalidate the contract, board directed staff to research this prior to contract execution.
 - d. **Motion to award bid to lowest bidder, Wruck Excavation by Wilkening. Second by Hammer. Motion carried. 2 voting in favor (Kolbinger and Wilkening). 1 voting against (Hammer)**
 - e. **Motion authorizing chair to sign contract execution documents if staff zoning compliance check indicates all prior zoning violation have been resolved by Wilkening, second by Hammer. Motion carried, all voting in favor.**
6. Fall Road Tour tentatively set for September 24, 2016 at 7:30 a.m.. Clerk to verify availability of other board members.
7. General road maintenance contract – clerk asked about how the board would like to see it written. Options discussed. Clerk to provide more data next meeting with totals for various portions.

Warrants for payment: **Motion to pay warrants 13250-13286, void checks 13287-13289, pay purchase orders 8756923 and 875625-875632 in the amount of \$43,792.05 by Hammer. Second by Wilkening. Motion carried, all voting in favor.**

Other

Township Insider magazine sent a copy of Judy Shermak's memorial to Larry Shermak.

Becker Township Board
Regular Board Meeting
August 15, 2016

Ballot request: Clerk indicated many people voting at the primary wanted to know how to see the ballot examples. Discussion of options took place. Clerk to continue putting on website as in the past as well as send email to Township email list when it is published. In *Citizen Newspaper* prior to election, take out a notice to see either Township website, Secretary of State website or Elk River newspaper for sample ballot.

Motion to adjourn by Wilkening. Second by Hammer. Motion carried. Meeting adjourned at 8:18 p.m.. All voting in favor.

Brian Kolbinger, Chair

Lucinda Messman, Clerk

**Becker Township Board
Regular Board Meeting
September 19, 2016**

Present: Brian Kolbinger, Brad Wilkening, Jamie Johnson, Gary Hammer, Joe Danielson, Tanya Danielson, Lucinda Messman

Absent: none

Also Present: Kelli Bourgeois – Township Attorney, T. VanderEyck - Township Engineer, Sgt. Dan Franks – Sherburne County Sheriff’s Department, Marie Pflipsen – Community Development Coordinator, Chris Hedin – Planner, Mark Wimmer, Todd Schendzielos, Perry Pierce – Central MN Optimist Club, Larry Gallus – Sherburne County Snowmobile Trail Association

Chair called meeting to order by Chair Kolbinger

Quorum verified.

Consent Agenda for this evening was presented to board members. Chair asked if there were any board member requests to remove items from the consent agenda so they could be discussed individually. No requests made.

Full text of all consent agenda items are on file. Chair asked if there were any objections to adopting the following items on the consent agenda:

1. Town Board Minutes – August 15, 2016
2. Acknowledgement of Central MN Noon Optimist Club Gambling Application
3. BTB RES 2016-10 Resolution of the Town of Becker Appointing Election Judges
4. Acknowledgement of levy certified to Sherburne County Auditor/Treasurer
5. Approval of Forfeited Lands classification and sale to Sherburne County
6. Execution of Sherburne County Enhanced Remote Access Agreement
7. BTB RES 2016-12 Resolution permitting use of certain Town Road Rights of Way Sherburne County Snowmobile Trail Association
8. BTB RES 2016-11 Resolution designating and reaffirming the designation of various minimum-maintenance roads in Becker Township, Sherburne County, Minnesota.
9. Treasurer’s Report

As there were no objections were made, **Consent Agenda items unanimously adopted.**

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

Sheriff’s Report

- 196 Calls for service
- 69 Traffic stops
- 3 loud music calls in association with underage consumption – Sherburne County does have a social host ordinance
- Traffic for North Bound CR 50 still ongoing. High speed this month 90 mph.

**Becker Township Board
Regular Board Meeting
September 19, 2016**

Residential Concerns/Open Forum

1. Mark Wimmer – Thank you to the board for working hard to try and control costs and awarding Snow and Ice Control contract. He also wondered about the clerk’s question last month regarding assistance with the General maintenance contract. He prefers to see the township use contracts rather than piecemeal jobs together. Question regarding how the road tour can be considered public meeting without renting a large bus. Clerk responded that Minnesota Association of Townships has recommended that if someone has an issue with their road, board use cell phone to contact the individual prior to arrival so meeting and decision regarding that particular section of road can happen with those concerned present. Supervisor Hammer responded that the Supervisors try to cover all the roads at least once per year as that is part of their duty. Only if a road is known to be in good condition is it not viewed. He continued to explain that the Township has added fall road tours as it is a good time to evaluate for brushing and look for things that need attention, check for damage and various items people call in for. Also a time to evaluate for road projects for spring.
2. Mark Swartzkof asked about possibility of a flashing LED sign for neighborhood or additional speed limit signs. Township Engineer sees no need at this time. As far as flashing signs, MUTD says that flashing beacons are for school zones, not township roads. Discussion turned to the possibility of flashing signs at 185th and CR 4, but not at that point yet.

***Public Hearing Opened for
Building Code Ordinance Revisions***

Becker Township’s Building Code 2016-08: An Ordinance amending Ordinance 2010-01, adopting the state building code, construction licensing, permits and regulation public hearing opened.

Hedin reviewed all changes with board members.

1. Section 3,
 - a. Subd. 1.,
 - i. Section A: change one-store detached building not requiring permit from 120 square feet to 200 square feet, aligning with county regulations
 - ii. Section B: change fence max height w/out permit to 7 feet, aligning with county regulations
 - iii. Section D: change out requirements as temporary, prefabricated pools have become more widely available in larger sizes. While these pools are allowed without permits, the following criteria have been added:
 - a) Any Temporary prefabricated swimming, wading, or bathing pools left unattended, filled with liquid of any depth must be completely enclosed by a permanent fence equipped with self-closing, self-latching gate not less than 4 feet in height, at a distance not less than 4 feet from the pool.;

**Becker Township Board
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- b) Drainage from temporary prefabricated swimming wading or bathing pools must be within the property boundary in a manner that does not cause harm to another property, natural environment, or township infrastructure.
- b. Subd. 2.,
- i. Section F: changed to read, “The Town Zoning Administrator or Building Official may deny a building permits, or require conditions for the purpose of protecting the natural environment and public health, safety and welfare, or for any reason deemed inconsistent with the Comprehensive Plan, Zoning Ordinance, or other Township regulation. Denial of or conditions placed upon a building permit may include, but are not limited to:
 - a) Structure design that contributes to or causes environmental degradation
 - b) Lots or plats that are unique and susceptible to drainage, runoff, and erosion
 - c) Situations in which a professional specialist review, certification, or completion of work is deemed necessary by the Zoning Administrator
- 2. Section 4: updating various Minnesota Rules Chapter numbers to correspond with revisions that have been made to the rules.
 - 3. Section 6: updating Certificate of Survey requirements and post construction verification language. Subdivision 2, item I, #4 language directly from Eyk to correspond with requirements.

Motion to close public hearing by Hammer. Second by Johnson. Motion carried, all voting in favor.

Discussion questions all had to do with clarification that these will match state or county regulations. **Motion to adopt ORDINANCE 2016-08: BUILDING CODE, CONSTRUCTION LICENSING, PERMITS AND REGULATION: AN ORDINANCE AMENDING ORDINANCE 2010-01, ADOPTING THE STATE BUILDING CODE, CONSTRUCTION LICENSING, PERMITS AND REGULATION [full text on file] By Wilkening. Second by Hammer. Motion carried, all voting in favor.**

**Public Hearing opened for
Temporary Healthcare Dwelling Opt Out Ordinance**

Pflipsen distributed staff memo [full text in ordinance file] regarding history of this State ordinance, opt out clause and staff concerns if township would not opt out. Staff recommendation is for opt out at this time, knowing that if this is a need in the future, we can create our own ordinance.

Becker Township Board
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Mr. Wimmer commented that Sherburne County Opted out of this ordinance and he feels that the Becker Town Board should as well.

No further public comments heard. **Motion to close public hearing by Johnson. Second by Wilkening. Motion carried, all voting in favor.**

Discussion: Town Planning has discussed this and did recommend to both Town board and Joint Planning to opt out of this state ordinance. Nearly every city and county in the state is opting out.

Motion to adopt ORDINANCE NO. 2016-05: AN ORDINANCE OPTING-OUT OF THE REQUIREMENTS OF MINNESOTA STATUTES, SECTION 462.3593 [full text on file] by Wilkening. Second by Johnson. Motion carried, all voting in favor.

Residential Concerns – addition:

- Larry Gallus, representing Sherburne County Snowmobile Association arrived late to the meeting. He has a concern regarding the 1.5 million dollar liability coverage the township was requiring of his organization. He stated that State Law changed the amount of coverage they are required to carry 5 years ago to 1 million dollars. This renews every year and he has no problem making sure clerk receives a copy of the certificate of insurance. Attorney Bourgeois advised the board that the 1.5 million included in the earlier passed resolution is torte liability limit. For the most part, recreational vehicles are exempt. For the board to change to a 1 million dollar liability they would need to make a motion to change the resolution to reflect the lesser amount.
- Mr. Gallus added that the DNR sponsors the trails and they also carry a 1 million dollar liability policy, so the township would be covered by adding the two together.
- **Motion to amend the earlier passed Resolution 2016-12 to change the liability limit to 1,000,000 rather than 1,500,000 by Hammer. Second by Johnson. Motion carried, all voting in favor.**
- Mr. Gallus asked if the Town Board would like maps of these trails. Yes, they would. Clerk directed to obtain copies of the maps and attach them to the resolution.

Town Planning Commission/Joint Planning Board Updates

- Ordinance updates and amendments have been recommended to the Joint Planning Board. They are mainly administrative cleanup for General Rural and Flood Plains Management sections of Zoning Ordinance.
- Several residents were at the Town Planning Commission meeting and asked to amend their CUP's that were issued by Sherburne County and are now legal, non-conforming. Both were told they could not expand their businesses at the current locations. One is in an area that is now surrounded by single family homes.

**Becker Township Board
Regular Board Meeting
September 19, 2016**

- Personal Storage Structure CUP recommended by TPC goes to JPB for final action
- Opt Out Ordinance double covered – JPB will act on it as well. Because of how things are setup here, both needed to act on the opt out ordinance.
- Wruck – site visit was completed. No violations noted at that time.

Engineer's Report

- 185th Avenue project
 - the Corps of Engineers has now sent a draft letter of approval.
 - Plan is to let bids October 10th with a special meeting. Construction to commence within 10 days.
 - Carefree shuts down the water the 15th, so it should work well.
- 137th Street
 - Approved plans arrived in the mail
 - Advertise tomorrow
 - Let bids on October 10th and plan to get going as soon as possible
 - MnDOT is concerned about finishing up project prior to November 15
- 67th Street
 - Original road order 1911
 - Plat completed years later that did not show the road
 - Property owner wants to build a shed and setbacks cannot be met with road in place
 - Recommends Township vacate the road through the official process
 - This is a townline road – board questions: Does the plat supersede the road order? A: no, the township can proceed with vacation orders if desired
 - Township Supervisors will look at road at Saturday, September 24, 2016 road tour and decide
- Road problems
 - 185th sinkhole – suggest saw cut a 10'x10' portion and investigate why the void is under the road. It keeps reappearing
 - Contractor: patching is cheaper than maintaining a dirt spot. Last fall there was no indication of the problem/failure
 - Engineer: something is occurring in sub-grade – not sure what
 - Township Supervisors will view on road tour and decide
 - Dip in pavement at 173rd and 169th – Engineer's opinion that this 18" dip is localized failure due to lack of compaction in the sub-grade. Ledge patch may fix (Natures Corners) – there is only the one dip
- MnDOT Documents for the 137th Street project presented to the board for signatures
 - **Motion by Wilkening to adopt Resolution 2012-12: A Resolution Approving Becker Township Entering Into an Agreement with the State of Minnesota, Department of Transportation:**

- **IT IS RESOLVED** that the Becker Township enter into MnDOT Agreement No. 1000896 with the State of Minnesota, Department of Transportation for the following purposes:
- To provide for payment by the State to the Township of the State's share of the costs of the grading and paving construction and other associated construction to be performed upon, along and adjacent to Trunk Highway No. 10 from the junction of Trunk Highway No. 10 at 137th Street SE within the Township under State Project No. 7102-134 (T.H. 10=003).
- **IT IS FURTHER RESOLVED** that the Town Board Chairman, Brian Kolbinger and the Township Engineer, Terrance VanderEyck are authorized to execute the Agreement and any amendments to the Agreement.
- **Second by Danielson. Motion carried, all voting in favor.**
- **Motion by Johnson to authorize Town Chair Kolbinger and Vice Chair Wilkening to execute Agreement with MnDOT. Second by Wilkening. Motion carried, all voting in favor.**

Supervisor Reports

- Fire Board: Supervisor Hammer: All is going well. They have been busy – 45 calls in past period. Tanker truck is being built with options as desired.
- Sherburne County Parks and Trails and Active Living: Supervisor Danielson: meeting coming up in October
- Northstar: Chair Kolbinger: nothing at this time
- Highway 25 Corridor: Chair Kolbinger brought information he has received in the form of a request for Becker Township to participate in this group. They are looking for assistance in funding a Highway 25 Corridor Project. At this time the State has no plans for an additional bridge crossing. The group would like Becker City and Township to participate. No action is required at this time. Comments?
 - City of Becker is interested in this
 - First research is required – costs about 150,000 for a transportation study – while the group is looking for a 25,000 grant, the rest would be funded 50% by county and the other 50% by cities and townships
 - w/out the study – really cannot ask for crossing
 - Once study is complete, obtain a lobbyist
 - Meeting 9/29 from 8-9 am at Monticello City Hall
 - Seems odd that we would spend 12-18,000 to argue with another LGU regarding placement of bridge
 - Previous study was alternative D of 94 connection
 - If not involved, it could hurt the township as Township residents will use it
 - General Consensus: Attend. Who? Chair Kolbinger

Becker Township Board
Regular Board Meeting
September 19, 2016

- General Maintenance Contract needs to be redone – how to operate in good framework? Board reviewed data pulled by clerk to see how expenses are going.
 - Township has grown and miles of road have increased, therefore general maintenance expenses are increasing
 - Attorney Bourgeois: Contracts for over \$25,000 require two quotes if at all possible by statute
 - Clerk directed to contact MAT to see what type of contract forms they recommend and bring to next meeting
- Road tour
 - Minimum maintenance roads need to be viewed and determine their status
 - Attorney Bourgeois to verify if a road is required as part of a plat that it most likely cannot be vacated
 - 163rd Ave – is it passable?
 - Supervisor Danielson to pick up van on Friday night – will need help returning on Saturday

Treasurer's Report – payment of Warrants. Supervisor Danielson excused himself from the vote as his company has submitted an invoice this month.

- **Motion by Johnson to void checks 13240-13305 and PO 875634 and to pay warrants 13306-13328 and purchase orders 875633-875640 in the amount of \$20,415.07. Second by Hammer. Motion carried. Four voting in favor, Danielson abstained.**

Clerk requested the board approve pay rates for Deputy Clerk. Current Deputy Clerk Kris Hammer is resigning and Fran Seeley to be appointed. **Motion by Hammer to approve hiring of deputy clerk for 4-6 hours per week, more hours during elections, and hourly rate of pay and meeting rate of pay for Deputy Clerk to be the same as that of the Clerk and Treasurer. Board members expect the Deputy Clerk to be trained in all aspects of the Clerk position. Second by Johnson. Motion carried. All voting in favor.**

Motion to Adjourn by Wilkening. Second by Danielson. Motion carried, all voting in favor. Meeting adjourned at 8:53 p.m..

Brian Kolbinger, Chair

Lucinda Messman, Clerk

**Becker Township Board
Emergency Board Meeting
September 21, 2016**

Present: Brian Kolbinger, Brad Wilkening, Jamie Johnson, Joe Danielson, Tanya Danielson, Lucinda Messman

Absent: Gary Hammer

Meeting called to order by Chair Kolbinger

Quorum verified.

MnDOT Resolution passed on Monday night did not match what they want. Resolution to have Town Board Chair and Vice Chair indicated. Agreements were fine. New resolution required for MnDOT participation.

Motion by Wilkening to adopt Resolution 2012-12A: A Resolution Approving Becker Township Entering Into an Agreement with the State of Minnesota, Department of Transportation:

- **IT IS RESOLVED that the Becker Township enter into MnDOT Agreement No. 1000896 with the State of Minnesota, Department of Transportation for the following purposes:**
- **To provide for payment by the State to the Township of the State's share of the costs of the grading and paving construction and other associated construction to be performed upon, along and adjacent to Trunk Highway No. 10 from the junction of Trunk Highway No. 10 at 137th Street SE within the Township under State Project No. 7102-134 (T.H. 10=003).**
- **IT IS FURTHER RESOLVED that the Town Board Chairman, Brian Kolbinger and the Township Vice Chair, Brad Wilkening are authorized to execute the Agreement and any amendments to the Agreement.**

Second by Johnson. Motion carried, all voting in favor.

Clerk signed documents, Treasurer Notarized.

Motion to Adjourn by Wilkening. Second by Danielson. Motion carried, all voting in favor. Meeting adjourned at 6:15 p.m..

Brian Kolbinger, Chair

Lucinda Messman, Clerk

**Becker Township Board
Emergency Board Meeting
September 21, 2016**

Present: Brian Kolbinger, Brad Wilkening, Jamie Johnson, Joe Danielson, Tanya Danielson, Lucinda Messman

Absent: Gary Hammer

Meeting called to order by Chair Kolbinger

Quorum verified.

MnDOT Resolution passed on Monday night did not match what they want. Resolution to have Town Board Chair and Vice Chair indicated. Agreements were fine. New resolution required for MnDOT participation.

Motion by Wilkening to adopt Resolution 2016-12A: A Resolution Approving Becker Township Entering Into an Agreement with the State of Minnesota, Department of Transportation:

- **IT IS RESOLVED that the Becker Township enter into MnDOT Agreement No. 1000896 with the State of Minnesota, Department of Transportation for the following purposes:**
- **To provide for payment by the State to the Township of the State's share of the costs of the grading and paving construction and other associated construction to be performed upon, along and adjacent to Trunk Highway No. 10 from the junction of Trunk Highway No. 10 at 137th Street SE within the Township under State Project No. 7102-134 (T.H. 10=003).**
- **IT IS FURTHER RESOLVED that the Town Board Chairman, Brian Kolbinger and the Township Vice Chair, Brad Wilkening are authorized to execute the Agreement and any amendments to the Agreement.**

Second by Johnson. Motion carried, all voting in favor.

Clerk signed documents, Treasurer Notarized.

Motion to Adjourn by Wilkening. Second by Danielson. Motion carried, all voting in favor. Meeting adjourned at 6:15 p.m..

Brian Kolbinger, Chair

Lucinda Messman, Clerk

Becker Township Board
Special Board Meeting
October 10, 2016

Present: Gary Hammer, Brian Kolbinger, Brad Wilkening, Jamie Johnson, Joe Danielson, Lucinda Messman

Absent: Tanya Danielson

Also Present: T. VanderEyck – Township Engineer, Glenn Johnson, Mike Puhalla – Knife River, Park Construction Company Representatives, Jon Bogart – Bogart Pederson

Chair called meeting to order at 7:32 p.m..

Meeting turned over to Township Engineer for 137th Street Bid openings.

The following bids were opened and read aloud

- Park Construction, Bid bond included, Responsible contractor documentation included, addendum 1, 2, & 3 included, bid \$273,014.00.
- Hardrives, Bid bond included, Responsible contractor documentation included, addendum 1, 2, & 3 included, bid \$259,570.30.
- Knife River, Bid bond included, Responsible contractor documentation included, addendum 1, 2, & 3 included, bid \$292,532.00.

Engineer's Estimate for this project was \$263,657.15.

Low bid appears to be Hardrives.

Motion to approve award of the 137th Street project to Hardrives contingent upon the engineer's review and MnDOT approvals by Wilkening. Second by Danielson. Motion carried, all voting in favor.

No bids were received for the 185th Avenue project. There were 17 plan packets sent out. Engineer's to look into this.

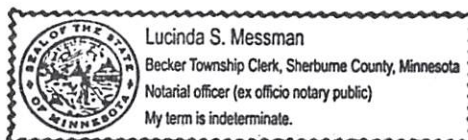
Motion to adjourn by Wilkening, second by Johnson. Meeting adjourned at 7:40 p.m..



Brian Kolbinger, Chair



Lucinda Messman, Clerk



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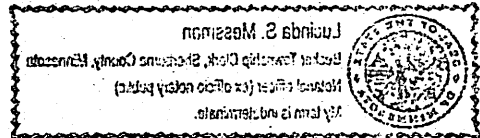
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**Becker Township Board
Regular Board Meeting
October 17, 2016**

Present: Brian Kolbinger, Brad Wilkening, Jamie Johnson, Joe Danielson, Tanya Danielson, Fran Seeley

Absent: Gary Hammer, Lucinda Messman

Also Present: Kelli Bourgeois- Township attorney. T. Vandereyk – Township Engineer, Sgt Dan Frank- Sherburne County Sheriff's Department, Marie Pflipsen – Community Development Coordinator, Chris Hedin - Planner, Marilyn Danielson, Mark Wimmer, Troy Morell, Ross O'Neal, Caroline Harris, Don Anderson, Becky Anderson, Dan Soltau, Mary Ann Anderson

Meeting called to order by Chair Kolbinger at 7:00 p.m.

Quorum verified.

Consent Agenda for this evening was presented to board members. Chair asked if there were any board member requests to remove items from the consent agenda so they could be discussed individually. No requests made.

Full text of all consent agenda items are on file. Chair asked if there were any objections to adopting the following items on the consent agenda:

1. Minutes – September 19, 2016
2. Emergency Town Board Meeting Minutes – September 21, 2016
3. Fall Road Tour Minutes – September 24, 2016
4. Special Town Board Meeting Minutes – October 10, 2016
5. Treasurer's Report

As there were no objections were made, **Consent Agenda items unanimously adopted.**

Motion to approve agenda with the addition of Wallace Anderson Metes and Bounds Property Split by Wilkening. Second by Danielson. Motion carried, all voting in favor.

Sheriff's Report

- 164 Calls for service
- 67 Traffic stops
- 4 shooting complaints – no hunting yet, just target practice. Sheriff's department checks out the direction of the shooting.

Residential Concerns/Open Forum

- Paul Kleinwatcher - PID 05-411-0210 Presented pictures to the Board showing his concerns of a drainage problem he is having at his residence at 17001 168th St, Oak Crest Estates. [photos in property file] He stated that since the road had been repaired the water drains down his driveway into his yard. He has dug a trench with a 10 inch drainage pipe trying to alleviate the issue but he is still

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having problems. Board directed Eyk to set an appointment to meet on site with Mr. Kleinwachter and report back to the Board.

- Mark Wimmer – Tree on the back of his property. If it goes down in a storm, it will take 5 of his Colorado Blue Spruces with it. Would the Township be willing to drop the tree and he and his neighbors will take care of wood/cleanup. Chair advised township follows statute when removing trees and need to verify policy. Tree will be put on brushing list.

Town Planning Commission/Joint Planning Board Updates

- Don Anderson Metes and Bounds Property Split
 - Hedin reviewed application to split the property located at 17790 112th St NE, PID 05-126-2100.
 - The property consists of 80 acres zoned General Rural and would be split into two 40 acre parcels both will have over 200 feet of road access.
 - Staff recommends approval of split.
 - The Board discussed 112th Str (min. maint) ending just past original drive.
 - **Motion by Johnson to approve Resolution 2016-11: A Resolution providing for a Metes and Bounds Property Split creating Two Lots From and Existing Parcel, with no upgrade to the road. [full text on file] Motion carried all members voting in favor.**
- Wallace and Norma Anderson Metes and Bounds Property Split
 - Hedin reviewed application to split the property 77.83 acres located at 10011 173rd Ave SE, PID 05-122-1101 into two parcels.
 - A 33 foot cartway (snowmobile trail) approved by Township order in 1945 lays along the southern border. Mr. O’Neal, potential buyer of the property questioned the use of the cartway. Board explained it is public access.
 - Mr. O’Neal requested to pull his application, however his request was deemed without merit. Wallace and Norma Anderson, the property owners, submitted the application and their paperwork is in order for their request. Mr. O’Neal does not have the right to pull someone else’s application without proper power of attorney.
 - **Motion by Wilkening to approve Resolution 2016-12: A Resolution Providing for a Metes and Bounds Property Split creating two lots from an Existing Parcel [full text on file]. Seconded by Danielson. Motion carried, all voting in favor.**
- 13139 96th Street – Genesis Group had stated to County Attorney and MN Department of Health and Human Services that they couldn’t operate a group home. Township actually said they couldn’t operate a non-licensed facility at that location as it is violation of zoning ordinance.
 - Pflipsen sent information to the county that we do not have an opposing position and haven’t denied anything as we have not received an application for anything.
 - Many neighbors of this location here tonight and are concerned with residents of the home trespassing and other such items. Attorney Bourgeois advised the neighboring land owners to follow up on the

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moratorium regarding licensing group homes and find out if it has been lifted. If trespassing occurs, they should contact the County Sheriff.

- Hedin reviewed the Commercial Kennel ordinance and advised board that a few items are to be fine-tuned.

Engineer's Report

- 137th Street Re-alignment project – Hardrives did have the low bid. Pre-con meeting to be scheduled. Contract documents will proceed.
- 185th Ave – no bids received. 21 days required notice for bidding for a project of this scale. Will need to discuss when this will be bid. No emergency outlet on Eagle Lake Estates – not feasible. Carefree opens April 15, 2017. Phase 2 is scheduled for work from 120th Str to 109th Str. Need to bid earlier
- Pothole on 185th patched but bad again. Eyk wants to saw cut this. Board approved Eyk to do this.

Supervisor Reports

- Fire Board: nothing new
- Sherburne County Parks and Trails and Active Living: nothing to report
- Northstar: Effort to expand to St. Cloud does not have enough support. Group Disbanded.
- Highway 25 Corridor: Chair Kolbinger reported that access across the river, Township should have an interest in this being placed on the Sherburne County Side. We should take part in the transportation study.
- General Maintenance Contract – board would like a special work meeting. It will be posted.
 - Road Supervisor – discussion of paid position or how to handle. Tabled until November
- Boulder Crossing speed limit signs – board consensus not at this time.
- Windstream cable to be discontinued 1/31/2017. We have 51 active cable subscribers in Township.

Treasurer's Report – payment of Warrants.

- **Motion by Wilkening to pay warrants 13329-13354 and purchase orders 875624, 875641-875650 in the amount of \$34,029.96. Second by Johnson. Motion carried. All voting in favor.**

Motion to Adjourn by Johnson. Second by Danielson. Motion carried, all voting in favor. Meeting adjourned at 8:15 p.m.

Minutes as Submitted by Fran Seeley and Marilyn Danielson.

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Brian Kolbinger, Chair

Lucinda Messman, Clerk

DRAFT

**Becker Township Board
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November 21, 2016**

Present: Brian Kolbinger, Brad Wilkening, Jamie Johnson, Joe Danielson, Gary Hammer, Tanya Danielson, Lucinda Messman

Absent: none

Also Present: Kelli Bourgeois- Township attorney. T. Vandereyk – Township Engineer, Wes Davis – Bogart Pederson, Sgt Dan Frank- Sherburne County Sheriff's Department, Marie Pflipsen – Community Development Coordinator, Chris Hedin - Planner, Mark Wimmer, Mike Cotter, Paul Kleinwachter, Shirley Kleinwachter, Gary Host, Bonnie Host, Tony Wruck – Wruck Excavating, Bill Morgan – Citizen-Tribune.

Meeting called to order by Chair Kolbinger at 7:00 p.m.

Quorum verified.

Consent Agenda for this evening was presented to board members. Chair asked if there were any board member requests to remove items from the consent agenda so they could be discussed individually. No requests made.

Full text of all consent agenda items are on file. Chair asked if there were any objections to adopting the following items on the consent agenda:

1. Minutes – October 17, 2016
2. Special Meeting Minutes – October 25, 2016
3. Treasurer's Report
4. Sherburne County AIS Grant Program Information Release
5. Termination of Current General Maintenance Contract 12/31/2016
6. Adoption of 2017 meeting schedule

As there were no objections were made, **Consent Agenda items unanimously adopted.**

Motion to approve agenda after moving item 5b, Pond Dredging to December by Wilkening. Second by Danielson. Motion carried, all voting in favor.

Sheriff's Report

- 169 Calls for service
- 74 Traffic stops
- 4 Theft
- Craig's List fraud complaints are increasing. If someone receives more money than asking for item, do not cash the check. Return the check as it is most likely a fraud.
- Hunting season went well – 0 Trespassing complaints!

Residential Concerns/Open Forum

- Mark Wimmer – Mr. Wimmer brought forth a concern regarding sexual predator/sexual offender laws. Many Townships seem to be enacting ordinances requiring such individuals to have homes 1000-2000 feet from school bus stops.

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Becker Township does not currently have such an ordinance. Representative Newberger has stated he has a law drafted to bring something like this to the state legislature. Mr. Wimmer would like the Town Board to consider being pro-active and enacting something similar for Level 1 and Level 3 sexual predators/sexual offenders. Two areas, Albertville and Otsego have enacted such ordinances. Staff hasn't seen these yet, but can check them out.

Town Planning Commission/Joint Planning Board Updates

- Midwest Bus – Town Planning discussed the classification of type of business
- Certificate of Survey – Hedin presented staff research regarding certificate of survey requirements in other communities. Research necessary due to ambiguity discovered in our current Building Code Ordinance. Board direction requested. Board asked Engineer for opinions. From engineering standpoint, soil borings requirement is viewed as critical when looking at mottling/low floors.
 - As built surveys now required. As a result, a number of separation to groundwater violations have been discovered.
 - Lot size for survey requirement discussed.

Engineer's Report

- Introduction of Wes Davis. Wes will be taking over the 185th Ave Project
- 185th Ave
 - Current plans are for first mile. Planned section CR 73 – 120th Street
 - Now extending the engineering to 109th Street (by Don Alecksons)
 - Bid time frame – January/February 2017 for the earthwork contractors
 - Engineers feel it would be best for the Township to bid this independent rather than with the county as the contract will not include surfacing at this time.
 - 2nd portion may be bid separately from first – depends on bid package.
 - Eyk and Wes both concur that letting gravel sit for a year even with a spring start would be in the best interest of Township taxpayers. Allowing a freeze/frost cycle to occur once prior to spending the large amount of money that will be required for the bituminous is recommended due to the large muck excavation, rip/rap for slopes, etc. that will need to occur for this project.
 - Sinkhole south of 109th - Board authorized excavating. Excavating occurred and it was gophers causing the issue.
- 92nd street failure in pipe joint – excavated - muskrats caused this failure. Recompact and armored with rip rap.
- Oak Crest Estates Drainage issue
 - Platted in 1987
 - Twp/County issue re: Twp was required to accept the roads as constructed.
 - 168th was to join up with Cedar Crest (1977 plat)
 - Development was built as it is today and the township accepted and has maintained the roads ever since.
 - 2 issues involved

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- Right of Way Issue (maps distributed, see Oak Crest Development File) exists right now.
- Drainage is occurring. The water flows towards the drive and runs into it – there is no ditch. Two possible fixes discussed
 - Build road as intended in original plats. This would, most likely, be unpopular with neighborhood.
 - Would fix drainage
 - Fix the access (2 per development is minimal, this one only has one at this time)
 - Fix the other cul de sac as well
 - Obtain an easement to build a swale.
- Board asked engineer to bring estimates for both options to next meeting.
- Mr. Host stated a concern for the road being a through street. Many families purchased a home on a dead end road on purpose. Notification of land owners would be appreciated. Asked what is required
- Attorney response: This is a platted area with the road right of way for a through street already in place in both plats. There is no public notice or public hearing requirement. There can be notice, but it is not required by law.
- Mr. Kleinwachter didn't realize the cul de sac was encroaching on his property. He bought because of the secluded nature and had kids playing in the cul de sac.
- Mr. Wimmer asked if there are other developments in the township with only a single entry/exit. Eyk: after 1998 none have been allowed.
- Board response: A single entry/exit would never have passed from a safety aspect. Tough to deny that just based on safety the road should be put through.
- 103rd Street. Excavation encroaches on township easement. Slopes keep failing. Sand slopes at 1:1.
 - Township sent letter – sediment log was moved. Slopes left as they are
 - Adjoining neighbor concerned about backyard due to improper drainage next door
 - Eyk advises as easements are not being used, it appears to be a civil issue.
 - Attorney: If not a public safety and not impacting township easements, most likely civil issue. Will research town safety standards before issuing reply. One note: if Township were to fix, it would require assessing the fees back to the offending property.
 - Snow contractor has viewed as well – it is not a walkout and is not draining properly and appears to encroach on the other yard.
 - Board: if actual loss is occurring it would be best for a civil law suit to go forward.
- Partial Payment of Retainage – 137th Street
 - **Motion by Hammer to pay \$7,173.80 retainage held from 2015 work on 137th Street to Hardrives. Second by Wilkening. Motion carried, all voting in favor.**

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- **Motion by Johnson to pay \$233,985.50 initial payment for 137th Street work in 2016 to Hardrives. Second by Danielson. Motion carried, all voting in favor.**
- Development Status Update – Boulder Crossing is the only development in the township at this time that does not receive maintenance of roads. Currently, 12 of the 60 lots are occupied.
- Mileage certification to the county of 67.09 miles was completed.
- Chevrons on 137th Street still to be placed

Supervisor Reports

- Fire Board: low payroll. Incidents low, going well
- Sherburne County Parks and Trails and Active Living: County adopted the plan.
- Highway 25 Corridor: Pflipsen reviewed memo with board members. Intent of joining is that the Township will benefit economically and would like the opportunity to have a voice in the decisions.
 - **Motion to Join Highway 25 Coalition and have Chair sent letter indicating Becker Township wants to join by Wilkening. Second by Johnson.** Supervisor Hammer mentioned he received a phone call from Mark Limpert (previous Township Supervisor) stating he felt it would be very good for the Township to participate in the coalition. Mr. Limpert was concerned that Becker Township might miss a good opportunity to have a voice in the coming changes. **Motion carried, all voting in favor.**
 - **Motion to approve Resolution 2016-15 A RESOLUTION DIRECTING STAFF TO REQUEST MEMBERSHIP IN THE HIGHWAY 25 COALITION [full text on file] by Wilkening. Second by Johnson. Motion carried, all voting in favor.**
 - **Motion by Hammer to appoint Brian Kolbinger to represent Becker Township for the Highway 25 Coalition. Second by Johnson. Motion carried, all voting in favor.**
 - **Motion by Kolbinger to appoint Jamie Johnson as alternate representative for Becker Township for the Highway 25 Coalition. Second by Hammer. Motion carried, all voting in favor.**
- 77th Street, Yvonne Nogel called regarding hole at end of her driveway. Supervisor Danielson went out and looked. It appears 75% of hole is in the easement, rest is on her property.
 - How does the board want to proceed? Should take a few yards of gravel and blade it out. It can be done now due to current weather conditions. Board consensus: Fix it and do it soon, before it snows again. It is to be in 50's next week so it should work out.
- Minimum Maintenance Roads Snowplowing Clarifications/Township Expectations
 - 175th Avenue towards 67th street (just min. maint. Portion) – it is rough. Don't plow
 - 163rd Ave off 24 – don't plow

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- 118th by Orrock – is this being swapped? Historically yes for a while, but not right now. Do for now and future until otherwise directed.
- 109th by Orrock – same thing – do until otherwise directed
- Peggy Place – just do until town line
- Supervisor Danielson to look into possibility of swapping road sections with neighboring townships as appropriate. **Motion by Wilkening to approve Resolution 2016-17 A resolution allowing Supervisor Danielson to develop agreement with neighboring townships as appropriate and approve Chair Kolbinger to go ahead and sign such agreement to allow for snow plow and ice control on designated road swap prior to the next Town Board meeting. Second by Johnson. Motion carried, all voting in favor.**
- By bus company – no nothing
- Eagles Landing – tree down in cul de sac
- Beatrice – tree on road
- 87th – tree in ditch by Snake River towards 93
- Tree in ditch at Peggy’s Place needs to be removed – in way of snow removal. Clerk to see if Jeff Peterson can do, if not bundle together with others
- Brushing was done quickly, no time to pickup any limbs in ditch before snowfall
- Road Supervisor
 - In the past, there has been one. It would be helpful to appoint someone again. Discussion regarding duties/resolution/etc.. **Motion by Hammer to appoint Joe Danielson as Road Supervisor. Second by Wilkening. Motion carried, all voting in favor.**
 - Alternate Road Supervisor. **Motion by Kolbinger to appoint Jamie Johnson Alternate Road Supervisor. Second by Wilkening. Motion carried, all voting in favor.**
 - Resolution specifies that the road supervisor cannot alter terms of agreements nor can they let a contractor out of terms/supersede township orders. **Motion by Wilkening to approve Resolution 2016-18: A Resolution Designating a Road Supervisor and Alternate Road Supervisor in conjunction with any Road Services Agreements that the Township holds [full text on file]. Second by Johnson. Motion carried, all voting in favor.**
- General Maintenance Agreement reviewed.
 - Supervisor Wilkening went through changes – most are in red
 - Discussion regarding sections: Cracksealing to be jobbed out, not in the contract. Add a water truck to the gravel section, road side mowing discussed
 - Changes are to be made by clerk, send revised document to board. Board members to respond individually to clerk if something is noted. If all looks good, Clerk to post/publish so board can open quotes in December at the regular Town Board meeting.

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Treasurer's Report – payment of Warrants.

- **Motion by Johnson to pay warrants 8394, 13355-13386 and purchase orders 875652-875658 in the amount of \$279,026.54. Second by Danielson. Motion carried. All voting in favor.**

No other business

Motion to Adjourn by Wilkening. Second by Johnson. Motion carried, all voting in favor. Meeting adjourned at 8:40 p.m.

Brian Kolbinger, Chair

Lucinda Messman, Clerk

DRAFT

**Becker Township Board
Regular Board Meeting
December 19, 2016**

Present: Brian Kolbinger, Brad Wilkening, Joe Danielson, Gary Hammer, Tanya Danielson, Lucinda Messman

Absent: Jamie Johnson

Also Present: Kelli Bourgeois- Township attorney. T. Vandereyk – Township Engineer, Wes Davis – Bogart Pederson, Sgt Dan Frank- Sherburne County Sheriff's Department, Marie Pflipsen – Community Development Coordinator, Chris Hedin - Planner, Mark Wimmer, Parker Schendzielos – M.L. Schendzielos & Sons, James Mecklenburg, Tony Wruck – Wruck Excavating, Bill Morgan – Citizen-Tribune, Dennis Schmidt, .

Meeting called to order by Chair Kolbinger at 7:00 p.m.

Quorum verified.

Consent Agenda for this evening was presented to board members. Chair asked if there were any board member requests to remove items from the consent agenda so they could be discussed individually. No requests made.

Full text of all consent agenda items are on file with Town Clerk. Chair asked if there were any objections to adopting the following items on the consent agenda:

1. Minutes – November 21, 2016
2. Treasurer's Report
3. Resolution 2016-19 – Administrative Correction
4. After the Fact Permit Payment
5. Fee Schedule 2016 with revisions as indicated
6. Carefree Country Club Septic Compliance Status

As there were no objections were made, **Consent Agenda items unanimously adopted.**

Motion to approve regular agenda after striking item 9b: Supervisor Appointments for 2017 and item 11 e resolution and 11f resolution Danielson. Second by Wilkening. Motion carried, all voting in favor.

Sheriff's Report

- 159 Calls for service
- 69 Traffic stops
- 3 Theft of packages delivered
- 12 Accidents
- 9 public assists. These were all speed related/cards in ditches. People should slow down when driving in these weather conditions.

Quote opening/reading – board received quotes for the 2017 General Maintenance Contract from Herbst Excavating, M.L. Schendzielos & Sons, and Wruck Excavating. Chair Kolbinger read aloud the various items quoted. Supervisor Danielson and

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Supervisor Wilkening to review data and prepare a recommendation to the board.
Special meeting to be scheduled to award the contract.

Residential Concerns/Open Forum – all concerns brought forth pertained to the 168th Oak Crest and 166th Street Cedar Crest issue so will be located there.

Engineer's Report

- In November, the Board directed Engineer to prepare sketches and estimates for possible fixes to 168th/166th street connection/remedy for flooding at 168th Street cul-de-sac. Two options presented. Both on file [168th Street road file and copy in subdivision file] There are several issues.
 - Drainage into a yard has been occurring since the upgrades to the road took place. Research revealed that the road was originally placed incorrectly.
 - These two subdivisions original designs (Cedar Crest in 1977 and Oak Crest in 1987) included a road connecting the cul-de-sac's from 168th Street in Oak Crest Estates and 166th Street in Cedar Crest. It was not done at the time.
 - For safety (fire/police), one entry in and out is not ideal.
 - This has been discussed on previous town board road tours
 - From a law enforcement standpoint (Sgt. Franks) – more access points can be beneficial. In cases of life/death situations the additional access could be enormous.
 - Fire department has indicate a need for multiple access points (unable to attend tonight)
 - Discussion took place
 - Dennis Schmidt – homeowner on 166th Street in Cedar Crest. The road proposed would be very close to his home. Asked if there were other options. Is it possible to go straight to County Road 11 from the 168th Street?
 - Individuals at the meeting were under the impression that the 166th street private road was owned by the Township. It is not. The section of 166th Street between County Road 11 and the dead end is a private road.
 - Petition submitted to the board from people living in the areas of Cedar Crest and Oak Crest Estates who do not want the connecting road was submitted to the board. [filed by development]
 - Arguments brought forth
 - Area of road is a deer sanctuary
 - Habitat will be destroyed if road is built
 - Community is secure in this area
 - More than 100 oak trees and pine trees over 30' tall will be destroyed
 - Prefer the board go across the field as residents like their privacy

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- Increase in speed of cars, additional traffic
- Additional traffic would scare off wildlife in the area
- No playgrounds in the area – cul-de-sac is where kids play
- Worry regarding safety issue and risk for injury with increased speeds.
- Dan Gassler – currently this is a peaceful neighborhood with low traffic volumes. Want to keep it this way.
- Eileen Schmidt – road would disturb privacy, like the nice, quiet neighborhood with wildlife (in addition to deer)
- Gary Host – land values will decrease as cul-de-sac’s have higher values. Does not feel more ways into the area will help. Moved to location because it is a dead end. Kids playing in cul-de-sac is important.
- Shirley Kleinwachter – lived here 28 years. No water issues until the road was upgraded. Likes the cul-de-sac.
- Board Comments
 - If only one way in and it is blocked – how will safety vehicles get there
 - Currently, this would never have been allowed
 - Response time for when help is needed is decreased with multiple entrances
 - Medical issues – time is imperative
 - If open road, speeds usually will increase
 - Role of Town Board (health/safety/welfare) discussed
 - This was to have been done back when subdivision was put in. New road should have occurred sooner, not sure why it wasn’t done.
- Responses
 - Dan Gassler – still doesn’t want to see it connected
 - Dennis Schmidt – use the farm road. In 30 years, no emergencies have happened. No way to keep everyone safe even if the cul-de-sac is opened
 - Connection would confuse emergency vehicles
 - Maze is created if these cul-de-sac’s are connected
 - Bonnie Host – worried racing cars would be detrimental and people living there would be harmed from this ‘safety enhancement’
 - Mark Wimmer – this wasn’t on board’s radar until the issue with water drainage occurred. Feels board should go back to Hardrives (company that improved the road) and make them fix it.
 - Paul Kleinwachter – if the road was put in, could speed bumps be added?

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- Board members have no desire to see a tragedy either from putting in the road or not putting in the road. The board will verify that there is not an easement from County Road 11 to this cul-de-sac. They do not believe one exists at this time. The Board appreciated the conversations and thanked all of those in attendance for their efforts and input. The petition will be considered and Board stated that there is not a final decision at this point. Currently this discussion is in the early stages and research is going on. Normally, cul-de-sacs end with 300-500 feet. This is one of the reasons for so much discussion. This one is much longer.
- Mr. Host asked how it is different than a farmer with a long driveway. Connecting would create a raceway.
- Sgt. Franks – no way to determine rate of speed at this time, but yes, cars will go faster on a through street.
- Board reiterated thanks for attendance and that no final decisions will be made at this time. Research needs to continue.
- Q (to board): Is there a timeline for this? A(Board): Not at this time, but it will be considered with 2017 Road projects.
- Gary Host – how do we know? Will all of us receive letters?
 - No, as the area is already platted the board is not required to send any notification. Best option is for Township Residents to sign up for email list via the website. That list receives notice of all special meetings and major website updates.
 - Check the website
 - Contact the office
 - Attend the monthly meetings.
- Board thanks to Sgt. Franks for staying for this conversation.
- 137th Street Partial Payment. Signage has been completed. Engineer presented a partial payment certification to the board. **Motion to pay \$4,144.37 partial payment to Hardrives, Inc. as presented by Wilkening. Second by Danielson. Motion carried, all voting in favor.**
- 185th Avenue – Wes reported that there have been drainage discussions regarding how to handle wetland areas. Not quite ready for quantity estimates. There are wetlands/ponds on each side for this area.
- East/West Beatrice subgrade correction estimates coming next month
- Lester Olson Memorial Sign. Eyk presented two versions to the board. Supervisor Hammer preferred the one including ‘& family’ as the family was very supportive and helped obtain culverts at significant discounts for the township. Lester Olson served on the Town Board for 43 years prior to his passing. As a bigger sign is allowed, board consensus to redesign using 3” or 4” letters with the text on a white and brown sign to be:

Lester W. Olson & Family
Memorial Snake River Crossing
Dedicated 11/19/2012 ← can be abbreviated if needed

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Town Planning Commission/Joint Planning Board Updates

- Hedin stated that the Commercial Kennel ordinance has revisions coming in January to create a more comprehensive ordinance.
- Attorney Bourgeois stated that the Genesis Group Home now has been granted the appropriate State and County Licenses so there is nothing more the Township can do. If residents inform the board of parking issues, trespassing issues, discharging of firearms issues, or other similar issues, the callers should be directed to call 911 and speak to the Sherburne County Sheriff's department. The specific issues have been problematic in the past.
- The board was asked about a sexual predator ordinance at the last meeting. Attorney Bourgeois has obtained further information and asked if the board wanted her to go further and draft one for the township. Board consensus – move forward with this ordinance. Plan is to have a draft version prepared so Town Planning Commission and Joint Planning Boards can also offer input into the creation of this ordinance. Tentatively plan for a public hearing in February.
- Mr. Wimmer expressed his gratitude in the Township moving forward with this issue.

Supervisor Reports

- Fire board – short meeting. End of fiscal year. Interior painting of fire hall is in new budget. Reorganization to hopefully provide leadership at each scene. Captains or Lieutenants to be on scene when possible. 35 calls for service this month. Low volume
- Parks/Trails – open house to occur January 12, 2017
- Highway 25 Coalition – Township joined. The Coalition will begin by funding the necessary traffic studies and then a lobbyist in hopes of getting funds allocated to assist in the construction of another River Crossing.
- North Star Corridor – initiative lasted 20 years. Now disbanded. Not feasible for the entity to continue. May be other initiatives/other entities to pick up where this one has left off. Final meeting has been completed. Certificate on file in Town Hall. Successful in getting the route to Big Lake. Bus Routes to Becker and St. Cloud will continue. Possibly the City of Becker will upgrade their signs for the parking lot. Stearns County may be interested in starting a group to extend this line.

Treasurer's Report – payment of Warrants.

- **Motion by Danielson to pay warrants 13387-13401, and 13403-13411. Second by Wilkening. Motion carried, Supervisors Kolbinger, Wilkening, and Danielson voting in favor. Supervisor Hammer abstained as his company submitted a bill to the Township this month.**
- **Motion by Hammer to pay warrant 13402. Second by Wilkening. Motion carried, Supervisors Kolbinger, Wilkening and Hammer voting in favor. Supervisor Danielson abstained as his company submitted this bill to the Township.**

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- **Motion by Hammer to void check 13412 due to printer error. Second by Wilkening. Motion carried, all voting in favor.**
- **Motion by Wilkening to pay purchase orders 875-659-875663. Second by Danielson. Motion carried, all voting in favor.**
- Total of warrants paid (including payroll) = \$75,652.36

Other Business

- Board asked Wruck Excavating how snow plowing/sanding is going
 - Need a turnaround area at 117th
 - 112th is very soft and in bad shape. Spring will require work
 - Board directed contractor to widen the roads somewhat. Especially at 185th.
 - Board also directed to sand more in Majestic Knolls as much of that area has shaded roads. Also salt and sand more at intersections.
 - Wruck asked about mailboxes – especially the fancy ones
 - Parker Schendzielos stated that in the past, his company had taken care of ones hit by snow plows.
 - Board consensus – if they are not on a swing away (township standard) – homeowners are on their own to replace them. Or they can call the snowplow contractor.
- Supervisor Hammer announced his retirement from serving on the town board effective at the end of this meeting. He indicated that Jeff Lambert would be a willing replacement to serve the remainder of the term. The Board thanked him for his many years of service. **Motion by Wilkening to accept Supervisor Hammer's resignation effective now. Second by Danielson. Discussion – wait until January to appoint Jeff Lambert. Motion carried, all voting in favor (Kolbinger, Wilkening and Danielson).**

Motion to Adjourn by Wilkening. Second by Danielson. Motion carried, all voting in favor. Meeting adjourned at 8:31 p.m.

Brian Kolbinger, Chair

Lucinda Messman, Clerk