



Regular Town Board Meeting
7:00 p.m.
Monday, November 16, 2020
12165 Hancock Street

Attending

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

Absent Members: none

Other in person attendees: Kelli Bourgeois – Township Attorney, Ben Wikstrom – Township Planner, Sgt. Frank – Sherburne County Sheriff’s department, Tony Wruck – Township Maintenance Contractor;

Zoom Attendees: Jacob Sanders – City of Becker Planner, Wes Davis – Township Engineer (via zoom);

Tuesday, April 7, 2020 The Becker Town Board passed Resolution 2020-15: A Resolution Establishing the Ability Conduct Open Meetings by Telephone. The Town Board of Becker Township, Sherburne County, Minnesota, will utilize teleconferencing as requested so long as a health pandemic exists or a peacetime emergency is declared under Minn. Stat. Ch. 12. This meeting was held both in person and utilizing a remote system.

Meeting called to order at 7 pm. Clerk took roll call of those in attendance. Quorum verified by Chair Kolbinger.

Pledge of Allegiance

CONSENT AGENDA

Consent Agenda Items:

- Minutes Approval: Regular Town Board Meeting October 2020.
- Upcoming electronic fund transfers/automatic payments approval: City of Becker – water/sewer, Xcel Energy – gas/electric, Ace Disposal – Twp maintenance, Advanced Disposal – container at Town Hall, Midco Business – phone and internet, Upcoming EFTS related to payroll: Federal taxes, State taxes and PERA - mandated rates, State of MN for building permit surcharge fees
- Correspondence acknowledgement: Notice that Ace Disposal was sold to Waste Management
- Approvals: none

Motion to approve consent agenda by Wilkening. Second by Danielson. Motion carried all voting in favor.

REGULAR AGENDA ITEMS

Motion to approve a regular agenda after adding item to amend the Fire Board Joint Powers Agreement Ratification Minutes to Roads by Babler. Second by Boros. Motion carried, all voting in favor.

Sheriff's Report

- 133 Calls for Service
- 26 Traffic
- 13 Motor vehicle accidents – not car/deer
- 1 Theft
- All else normal issues.

RESIDENTIAL OPEN FORUM

- Bob Miller – issue at Residents with MIDCO utility installation of fiber optic
 - Images shown, many hassles
 - Subcontractor, Shroeder came through and removed the survey pin marker from his property in mid-June.
 - Mr. Miller contacted the clerk – Clerk spoke with engineer
 - Ridiculous for them to remove this and not put back properly
 - Spoke with Engineer a few different times, Engineer didn't contact him back
 - Mr. Miller wants to understand protocol with this type of utility installation, wants the stake put back where it belongs and improved communication.
 - Wants to know why this takes so long – wants more feedback more often with more transparency. Frustrated with poor communication.
 - Engineer
 - Situation reviewed. He has had multiple phone conversations with Mr. Miller and has talked with Midco several times about restoration issues in the Township.
 - Midco has been told this particular location needs to be restored ASAP
 - Midco has been informed both by email and phone
 - Midco has a lot of issues in this township (and other locations – including the engineer's home)
 - On phone call, reassured Mr. Miller that Midco will be held responsible. Should have done better at communication.
 - Midco has not restored several locations in the township at this point.
 - No contact with sub-contractor other than 1st time and they stated they couldn't respond. After that contact, all have been with Midco rep (calls and emails).
 - Estimate 7 or 8 locations in the Township have restoration issues.
 - Board members
 - Do we have a performance bond? Yes

- Asked about more feedback/keep Mr. Miller in the loop better. Will work to keep residents informed more appropriately/increase feedback with better communication.
- Why would corner pin have been pulled? Question for the contractor – this shouldn't have happened. Mr. Miller stated the contractor said it was done inadvertently by them. Pin needs to be put back in. Engineer: this has to be surveyed to put the pin back in the correct spot. Replacing this pin is their responsibility. Midco has not been doing good with restoration or boring operations. The damage instances need to be resolved.
- Two issues
 - Communication – will be improved
 - Midco restoration issues
 - We have a bond – Midco is to restore the areas they work in. Bond can be used to charge Midco to restore these areas. What is value of bond? Clerk to check
 - At what point does the township come in and do themselves and bill them back?
 - Do we have the authority to put a halt on these? What can we do for them not meeting the performance standards?
- Legal issues
 - No permits next spring until these right of ways are restored.
 - Long process to collect on a bond
- Board Responses
 - Immediately – what can be done for this situation? It will be looked into
 - Next spring – no granting until permitting process reviewed
 - Review permitting process
 - Improve communications –It will take a several weeks to review the many parts of this issue. Recommendation that Mr. Miller attend board meetings and/or contact the clerk after several weeks as this will take time.

TOWN PLANNING COMMISSION

- Two items for Planning last week
 - Boundary adjustment subdivision for Mike Johnson – land swap to provide road frontage and they paid for a special JPB meeting and so it was approved on Thursday last week.
 - Preliminary and Final Plat for Nathan Pramann – splitting off the north 1/3 of the parcel. Applicant working with county for access. Recommended for approval. Goes to the Joint Planning Board this month.
- Enforcement items being worked through
- One application for next month at this point
- Question: is there something to look into the large chunks of land that are landlocked to provide access for these? A: not right now, but it can be scheduled. We would need to have an inventory of these to give a good review (we do not have one at this time). The

Town Board can order this done or we can ask the Town Planning Commission if they would authorize.

ENGINEERING REPORT – Engineer Wes Davis

- CIP Updates
 - Working on the mobile app map for Board
 - Screen share so the board could see the app in action
 - Video lag behind voice due to internet issues
 - Colors of road = rating
 - 97th street portion that is Township viewed
 - Pull up and see rating information
 - Search mechanism to look by road or by parcel id
 - After road projects decided, they will be added and where slated (ex: 2021, 2022, 2023, etc.)
 - All culverts are in and you can look at the data to see the elevations
 - All signs are on there as well – can click and see type
 - Developments layer – can see all developments
 - Each parcel shows owner name/address and parcel ID
 - Other big things
 - Road reporting – based on position or selecting, you can create a road report/upload images/issues/etc.. It will go into our current databases. Assign to whomever it needs to be.
 - Shares across with all who access
 - Utility overlay
 - Blue = look at
 - Red = failed, follow up
 - Green = passed
 - All changes can be done by phone – need to sync (push button) once uploaded then all can see.
 - Is this similar to one we used? No – it is more user friendly – immediately syncs to all. Clerk: it does still sync with township data
 - Is this helpful for the CIP? Yes, it will show the information – all aspects of the CIP are interactive with this. This is similar to the DoForms tried earlier, but this is easier/much more user friendly.
 - Takes the CIP information/GIS information/DoForms information. Coordinates with what we have, we own all data, less expensive. Cost estimate about \$12 per month – this is based on data used. Beta Test one is only 100 mb. 1 GB plan is \$12-13 per month rather than \$120 per license.
 - Board likes that this uses our maps and ties to our information. A lot of time has been put into this – it all talks with everything we have.
 - This system is too much for our website, but DoForms provides the website interaction, so it needs to be kept – just not the ‘big’ version we were talking about.
 - Board directive – this is what we want and looking forward to using this. Looks good. We like it.
- No other engineering items

SUPERVISOR REPORTS

FIRE BOARD – Supervisor Babler

- Have received many of the items ordered at this point. Still waiting on gear, boots and coveralls.
- Regular meeting

CENTRAL MISSISSIPPI RIVER REGIONAL PLANNING PARTNERSHIP – Jacob Sanders

- In person session for Round 2 engagement – 3 people showed up. It was right before elections during COVID.
- Available online. We need input for this. Can do online. Anyone can give input online.
- Was to end the end of November – likely to extend as COVID numbers are increasing.
- FHWA and Mn Dot meeting has happened – 12/3 another meeting for partners and staff.
- Encouraged all to fill out survey. Will send link to forward to clerk. Same as sent before.

ROAD REPORT – Supervisor Boros & Supervisor Danielson

- One complaint – Mr. Baumgartner on 194th. Letter was going to him regarding metal stakes in the right of way. Stakes were up during snowfall – issues. Said stakes would be taken down.
- Grading complaint/request by Salida – taken care of – some material had to be taken in to handle. After harvest, plan is sit down with owners in the area and discuss the road.
- Last meeting Mallard drive had issues and City will take care of in spring

CARES/CRS FUNDING

- Supplies have all arrived.
- Treasurer – questions on some of the grant applications
 - Not sure first round is ok. Those checks were mailed out already
 - Some are questionable and funds may need to be returned
 - Board asked for path forward?
 - Most need additional documentation
 - Manufacturing equipment shouldn't be reimbursed, neither should mortgage payments for a home
 - Can we request it be refunded? A: yes
 - Mechanism? As a board – how do we do this?
 - Staff/consultant should go through and determine
 - 60 day time frame for additional documentation agreed to when application submitted
 - If ineligible expense – pay back township and township forward money on

- Board needs to give direction to staff to make requests as needed for further documentation
- Final determination to be based on staff determination. At next meeting a final motion acknowledging final payout information. Board should get a list after all is said and done and vote on it at next meeting. Shows what was actual vs. what was originally voted on. Best we can do at this point.
- Directive to allow staff to
 - Review qualifications: go through the paperwork and make determination based on findings/appropriate paperwork filed.
 - Board voted/approved maximum/up to dollar amounts based on what applicant stated was eligible and would provide appropriate documentation. If documentation is not provided, money is to be returned.
 - Verify what was paid out is qualifying expense.
 - Some checks may need to be voided and re-issued if easier for applicants.
 - Second group of checks to be held until proper documentation is submitted.
- For 24th report to state, base it on the number you find out by the 20th and do numbers that way.

FRANCHISE AGREEMENT

- Ready to send to Arvig for review
- No fees required
- If they approve, a public hearing will be required for ordinance/to pass

TOWN HALL

- Additional requirements for COVID requirements
 - Divider around Deputy Clerk's desk – clear portion and request to have made.
 - File cabinets moved to be in compliance with COVID – now floor is sagging – needs repair.
 - Dumpster – needed for compliance so we stop going through personal property (at Jeff's). Better to move to public location.
 - Divider at counter needed – people don't stand 6' back
 - Requested quotes for ADA compliance for restroom. At this time, if someone comes in who needs to use, they must physically be helped. Timing of funds discussed.
- Sandpoint well for sprinkler system discussed as possibility – needs to be looked into.
- Office hours changing due to city requirements of no parking on streets until after 8:00 a.m.. Office will officially open at 8:30.

150TH YEAR CELEBRATION NOT DISCUSS THIS EVENING

TREASURES REPORT

- Three different treasurer's reports distributed. Two from the special CARES/CRF Funding meetings, one for November.
- Q: Town Hall fund has 34,000 at this point remaining – any chance of getting the bathroom ADA compliant before end of year? A: no, takes three weeks to obtain permit and contractor is very busy right now. Funding does care forward so it can be used next year.
- **Motion to approve treasures report as distributed by Boros. Second by Danielson. Motion carried, all voting in favor.**
- Motions to pay warrants. Supervisors Kolbinger, Babler and Boros were voting. Supervisors Danielson and Wilkening Abstained from voting on warrants as their company (or Spouses Company) were receiving payment
 - **Motion to pay warrants 14864-14909 and PO's 1295-1298 and 1308-1311 in the amount of \$40,741.86 by Babler. Second by Boros. Motion carried, 3 – 0 – 2.**
 - **Motion to pay warrants 14808-14830 and PO's 1299-1302 in the amount of \$65,550.03 by Boros. Second by Babler. Motion carried, 3 – 0 – 2.**
 - **Motion to pay warrants 14831-14863 and PO's 1304-1307 in the amount of \$191,246.45 by Babler. Second by Boros. Motion carried, 3 – 0 – 2.**

OTHER

- Elections Update
 - Approximately 3,500 registered voters – over 3,300 voted in the General Election
 - Suggestions
 - additional rosters (ipads) – approximately \$2,500 each. They are not standard ipads, they must be set up differently and are stored securely between elections.
 - curbside voting successful/well received. We may want to continue
 - at some point some of the booths will need to be replaced
 - Second location – not sure where we could have this
- **Motion to approve Becker Town Hall as absentee Voting location by Danielson. Second by Babler. Motion carried, all voting in favor.**
- Next month figure where to vote in March. Hopefully better idea of covid situation.
- Budget meeting – date?
 - Tuesday, December 1 at 6:00-8:00 pm.
 - Purpose of meeting discussed – reviewing what you want to spend/budget for all roads/everything else in the Township. Budget for 2021 and looking at Levy for 2022.
- **Motion to approve the Becker Joint Fire Board minutes in July of 2020 as presented by Wilkening. Second by Babler. Motion carried, all voting in favor.**

- October 2020 minutes have a few errors clerk found in engineers report and in the treasurer's report, please don't pass. Let clerk know if you see any other errors.
- Filing for office opens on the 29th of December.
 - Two seats this year – Brian (Seat #5) and Joe (Seat #4).

Meeting adjourned at 8:26 p.m.



Brian Kolbinger, Chair



Lucinda Messman, Clerk