

**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

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- 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.

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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

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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

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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

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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

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Lucinda Messman, Clerk