



Becker Township Board Special Meeting
Agenda, January 9, ~~2016~~ 2017

1. Call to order
2. Discussion of General Maintenance Contract
3. Award General Maintenance Contract
4. Adjourn

**Becker Township Board
Special Board Meeting
January 9, 2017
6:00 p.m. Becker Township Hall**

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

Absent: Jamie Johnson

Also Present: Fran Seeley – Deputy Clerk, Mark Wimmner

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

Quorum verified.

Chair announced the purpose of this meeting is to discuss General Maintenance contract quotes received and award the contract.

Report given by Supervisor Wilkening regarding the review he and Supervisor Danielson performed.

- This is different than in the past as we were unaware of the specifics regarding contracts. Our Audit firm pointed this out so we are revising our methods.
- Hard to calculate award based on numbers – nearly equivalent bids between M.L. Schendzielos and Sons and Wruck Excavating. Came down to comparison with last year's data.
 - Last year, 122 hours on road grading (not in conjunction with repair of roads or road projects)
 - Last year, 264 hours spent on mowing (not brushing related, only mowing)
 - When calculating the numbers submitted by the two most competitively priced contractors,
 - M.L. Schendzielos and Sons
 - 122 hours of grading @ \$95/hour = \$11,590
 - 264 hours of mowing @ \$75/hour = \$19,800
 - Total \$31,390
 - Wruck Excavating
 - 122 hours of grading @ \$100/hour = \$12,200
 - 264 hours of mowing @ \$65/hour = \$17,160
 - Total of \$29,360
 - Based on the numbers above, recommendation is to award the contract to Wruck Excavating.
- This is a one (1) year contract.
- NOTHING against previous contractor. They have always provided good service.
- Further Board Consensus. From this point forward, to bring us into compliance:
 - All non-emergency culvert work is to be quoted out
 - All gravel projects (not routine grading) are to be quoted out
 - All crack sealing projects (not routine grading) are to be quoted out

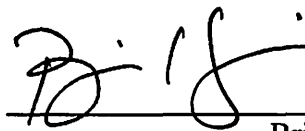
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- All dust control projects (these are under discussion as to methodology as watering/grading needs to occur in conjunction with dust control material applications) are to be quoted out
- Discussions for these projects to occur ahead of time and many may be determined at road tour meetings so township can obtain quotes in a timely fashion.
- Road repair funds budgeting process will benefit from this methodology.
- Equipment is comparable for all companies providing quotes.
- Wruck subcontracts the blading, but our blade work is anticipated to decrease as dust control increases.
- Brushing needs some catchup then mowing will handle each year
- Board believes in the long run, once these routines are established, it will make things easier
- Concerns brought forth regarding changing Contractors - Is a 6.5% savings worth the chance? Service has been good.
- Clerk directed to obtain better numbers in the bookkeeping for next year to help with contracts. Board to work in conjunction to let her know what they are looking for.

Motion to award the 2017 General Maintenance Contract to Wruck Excavating by Wilkening. Second by Danielson. Further discussion: a lot of the work that is not routine needs to be quoted out. Equipment was verified to be sure in case of emergency the contractor has appropriate equipment available. In case of emergency, the board has discretion for obtaining items and can call other contractors if needed. **Motion carried, all voting in favor.**

Board directed clerk to send quote results to all who submitted quotes and get appropriate paperwork prepared for signatures at the next regular board meeting.

Motion to Adjourn by Wilkening. Second by Danielson. Motion carried, all voting in favor. Meeting adjourned at 6:11 p.m.



Brian Kolbinger, Chair



Lucinda Messman, Clerk

**Becker Township Board Regular Meeting
Tentative Agenda – January 23, 2017**



1. Call to order
 2. Verification of quorum
 3. Declaration of Vacancy – Resolution 2017-01
 4. Appointment of Supervisor – Resolution 2017-02
 5. Certificate of Appointment/Oath of Office
 6. Consent Agenda
 - a. Minutes – December 19, 2016, January 9, 2017
 - b. Treasurer’s Report
 - c. Acknowledge receipt of donation requests
 - i. Danish Cemetery Association – \$700
 - ii. Snake River Cemetery - \$700
 - iii. Becker Cemetery Association - \$800-\$1000
 - iv. Becker Safety Camp - \$1000
 - d. Appointment of Absentee Ballot Board – Resolution 2017-03
 - e. Appointment of Election Judges – Resolution 2017-04
 - f. Gopher report
 - g. Highway 25 Corridor Coalition JPA
 - h. Building Inspector Authorization
 7. Approval of Regular Agenda
 8. Sheriff’s Brott presentation
 9. Residential Concerns/open forum.
 10. TPC/JPB Updates
 - a. Midwest Bus - Pflipsen
 - b. Predatory Offender Draft Ordinance
 11. Engineer's Report
 - a. 185th Avenue
 - b. Lester W. Olson Memorial Sign
 - c. 166th/168th
 - d. Other
 12. Supervisors
 - a. Reports
 - i. Fire board
 - ii. Sherburne County Parks, Trails & Active Living
 - iii. Highway 25 Corridor
 - iv. Road Report
 13. Treasurer's Reports
 - a. Payment of warrants/purchase orders
 - b. Authorization to sign Engagement Agreement with KDV
 14. Other
 - a. MATIT Clerk/Treasurer/Deputy Clerk Bond Limits – leave or change?
 - b. Reminder: Board of Appeal and Equalization date set April 11, 2017 - 9 am
 - c. Reminder – Special Board Meeting January 30, 2017 at 7 pm for Board of Audit Meeting
 15. Adjourn
-

**Becker Township Board
Regular Board Meeting
January 23, 2017**

Present: Brian Kolbinger, Brad Wilkening, Jamie Johnson, Joe Danielson, Jeff Lambert, Tanya Danielson, Fran Seeley, Lucinda Messman

Absent: None

Also Present: Damien Toven - Township attorney. T. VanderEyk – Township Engineer, Wes Davis – Bogart Pederson, Joel Brott - Sherburne County Sheriff, Marie Pflipsen – Community Development Coordinator, Mark Wimmer, Tony Wruck – Wruck Excavating, Bill Morgan – Citizen-Tribune, Paul Kleinwachter

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

Quorum verified.

Motion to approve Resolution 2017-01: Resolution Declaring A Vacancy In The Office Of Supervisor [full text on file] by Wilkening. Second by Danielson. Motion carried, all voting in favor.

Motion to approve Resolution 2017-02: Resolution Appointing A Town Board Supervisor To Fill A Vacancy On The Town Board [full text on file] by Johnson. Second by Wilkening. Motion carried, all voting in favor.

Clerk issued certificate of appointment to Jeff Lambert. Lambert took oath of office. Welcome to Supervisor Lambert.

Consent agenda presented. No movement of items, consent agenda items approved as follows:

- a. Minutes
 - i. Regular December 19, 2016, Town Board Meeting
 - ii. Special Town Board Meeting January 9, 2017
- b. Treasurer's Report
- c. Acknowledge receipt of donation requests
 - i. Danish Cemetery Association – \$700
 - ii. Snake River Cemetery - \$700
 - iii. Becker Cemetery Association - \$800-\$1000
 - iv. Becker Safety Camp - \$1000
- d. Appointment of Absentee Ballot Board for March Township Election– Resolution 2017-03:Appointing the 2016 Absentee Ballot Board [full text on file]
- e. Appointment of Election Judges for March Township Election – Resolution 2017-04: Appointing Election Judges [full text on file]
- f. Gopher report submission to Sherburne County for 2016
- g. Highway 25 Corridor Coalition Joint Powers Agreement
- h. Building Inspector Authorization to inspect a property in regards to expired building permits

**Becker Township Board
Regular Board Meeting
January 23, 2017**

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

Sheriff Joel Brott presented a summary report of activity in Becker Township for 2016. A copy of the report is on file with the town clerk. There were 2103 calls for service. This increase is expected as population has an influence on the number of calls. Sherburne County has its own Drug Task Force consisting of 4 officers plus one Elk River officer.

- Q: What is the difference in Theft vs. Burglary? A: Theft has to do with cars, or unattached structures. Burglary is if it is a dwelling/attached garage or business.
- Q: Are DUI arrests in the Township on Highway 10 in the numbers presented? A: No, but can be obtained if the board would like.
- Q: What is Criminal Damage to Property? A: keying a car, driving through property, damaging something others own.
- 5 new deputies this year
- Q: How many officers? A: 300 employees, most with the jail. Patrol consists of 26 deputies, 6 sergeants, 12 captain, and 1 sheriff = 34
- Q: With current levy – any issues? A: No
- New K-9 is Riggs
- Sheriff expressed his thanks for the time and reminded board members and those in attendance to feel free to contact him with any questions.

Residential Open Forum – no comments

Updates – Joint Planning Board and Planning Commission

- Midwest Bus has applied for a conditional use permit.
- Predatory Offender Draft Ordinance presented and both boards will review prior to next month's Town Board meeting/public hearing.

Engineer's Report

- Wes presented some estimates for 185th Ave SE Phase I and Phase II
 - Phase I estimates (South Portion)
 - County Road 72 to 120th Street (4,531 linear feet) grading work only \$428,578.48
 - Future surfacing rough estimate is \$191,000
 - Phase II estimate (Middle Portion)
 - 120th Street to 109th Street (5,300 linear feet) grading work only \$401,255.48
 - Future surfacing rough estimate is \$224,000
 - South portion was sent out for bids this past fall, it didn't happen due to lack of bids. Permitting is done for Phase I though it went from 4:1 slopes to 3:1 slopes to decrease wetland impacts.

Becker Township Board
Regular Board Meeting
January 23, 2017

- Phase II has been delineated and is working through approval process now.
- Board discussion regarding completion of Phase I now and Phase II later vs. combining projects. Discussion included:
 - Can both be bid at same time or should it wait for final approval from Army Corps of Engineering.
 - Grade and base first, then let overwinter. Overwinter when in graveled state is goal for all phases of this project. Final surfacing to occur the following year.
 - Possibly Phase I only this year. Phase II less traffic congestion concerns
 - Project timing discussed (1.5 weeks of excavation required) – 2018 paving
 - If take on both projects at once, significant portion of budget will be used up (813,000)
 - Treasurer reported we do have enough funds to do the project.
 - Board is trying to complete without assessments.
- **Motion by Johnson to proceed with advertising Phase I of the project, though adjust start date to 10/1/17 rather than 10/15/17 if possible. Second by Danielson. Motion carried. All voting in favor.**
 - Engineer directed to advertise the project.
- County Planning and Zoning announced it is close to a negative balance on wetlands banking. The county is checking to see if there will be a wetlands replacement cost. Phase three may be impacted. Costs are often \$.50/square foot (\$43,560/acre).
- BOWRS is actively dealing with the legislature as what we take away we have to replace at 2X
- Lester Olson Memorial Sign revisions presented to the board. Board wants estimates of cost from Neuman Signs and possibly others for next month so they can finalize their decisions.
- 166th/168th – Board will look at this area on the road tour. No work will be completed in this area at this time. Decision to be made after the spring road tour.
 - Questions/Discussion from those in attendance:
 - Will cul-de-sac be moved? Last month plans showed it is in the wrong spot. A: Board is not committing to anything at this time.
 - Notice? How to find out? A: subscribe to website, attend meetings, call and ask clerk.
 - Board announced it will discuss this project the month before it would be scheduled, and will discuss what is viewed at an open meeting.

Becker Township Board
Regular Board Meeting
January 23, 2017

Supervisor Reports

- Fire board – Supervisor Kolbinger – new radios are needed and a Sherburne County Grant may be possible to help with replacement
- Parks and Trails – no report
- Highway 25 Coalition – Supervisor Kolbinger – we are now a part of this and the cost being shared is as was originally discussed (25,000).
- Road Report – Wruck Excavating – no questions at this time, all going ok. Works with road supervisor as needed.

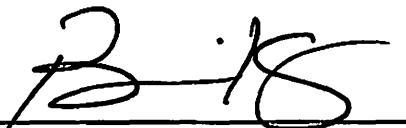
Treasurer's Reports

- **Motion for Treasurer to sign township Engagement letter from KDV for \$7250 by Wilkening. Second by Lambert. Motion carried, all voting in favor.**
- **Motion to void check 13249 in the amount of 1546.69 due to lost check by Wilkening. Second by Johnson. Motion carried, all voting in favor.**
- **Motion to pay warrants 13413-13443 and Purchase Orders 875664-875673 in the amount of \$91,049.58 by Wilkening. Second by Johnson. Motion carried, Kolbinger, Wilkening, Johnson and Lambert voting in favor. Danielson abstained as his company had submitted a claim.**

Other Business

- MATIT now offers different bond levels for clerk and treasurer. Board consensus no need to increase as we are audited yearly and monthly the board reviews the books.
- Reminders April 11, 2017 is Local Board of Appeal of Equalization meeting at 9 am
- March 14 is Town Election.

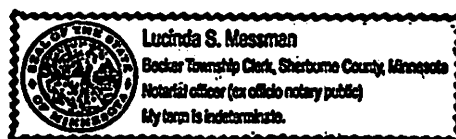
Motion to Adjourn by Wilkening. Second by Johnson. Motion carried, all voting in favor. Meeting adjourned at 8:09 p.m.



Brian Kolbinger, Chair



Lucinda Messman, Clerk



Becker Township Board
Special Board Meeting
January 30, 2017



Present: Brian Kolbinger, Brad Wilkening, Joe Danielson, Tanya Danielson, Fran Seeley, Lucinda Messman

Absent: Jeff Lambert, Jamie Johnson

Also Present: Jim Mecklenburg

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

Quorum verified.

Planner Discussion

- In the past, the township and city have shared a planner. Unfair to expect clerk to handle planning duties. Consultant is a possible solution. Supervisor Wilkening has done some looking
- Need one familiar with rural codes
- Consider hire as needed
- Ideal – self employed
- Supervisor Wilkening presented resume for Ben Wikstrom
- Professional contract needed – have Attorney Bourgeois work one up. Certificate of Insurance will be needed
- **Motion to hire Ben Wikstrom on an as needed basis by Wilkening. Second by Kolbinger. Motion carried, all voting in favor.**

Xcel Natural Gas Plant – Supervisor Kolbinger

- This is moving forward as two pieces of legislation.
- Draft letter of support and resolution distributed to board
- Currently there is no guarantee these bills will go through both houses, but we are looking to provide support.
- Currently coal is going away and trying to get things approved to change over to natural gas.
- **Motion to approve Resolution 2017-05: A Resolution in Support of Minnesota Senate File 85 and Minnesota House File 113 [full text on file] by Danielson. Second by Wilkening. Motion carried, all voting in favor.**

Board of Audit – form attached. Discussion below:

- Auditors met at Town Hall on January 24, 2017. They would like to see additional detail in our budgets. All other items check out normal.
- Discussion regarding funding of the 185th Avenue project and how tax revenues flow/timing. Board reviewed funding reserve requirements and discussed how far into reserves to go. Maintain a \$450,000 reserve.
- Discussion regarding implementation of a CIP and pavement analysis.
- 2019/2020 the fire bond payment will be complete

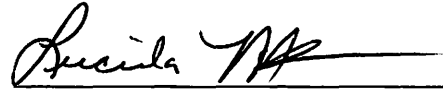
Becker Township Board
Special Board Meeting
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- Board Consensus to establish a CIP before the setting of the 2018 Levy
- Clerk to call Eyk and have him stop advertising for Phase I of 185th Ave Project so both Phase I and Phase II are completed together.
- Shared roads with City will require Joint Town Board and City Council meeting
- How do taxes impact township – clerk to repair charts/graphs for board to review at February meeting.
- Road budgeting values discussed.

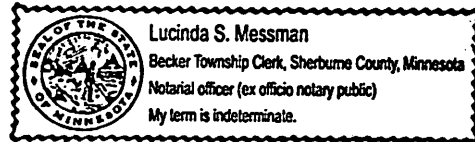
Motion to Adjourn by Wilkening. Second by Danielson. Motion carried, all voting in favor. Meeting adjourned at 8:36 p.m.



Brian Kolbinger, Chair



Lucinda Messman, Clerk

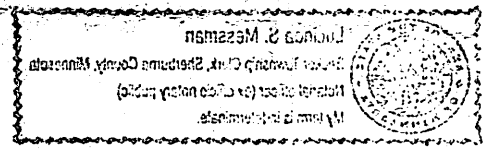


1911

Received of the Treasurer of the State of Minnesota
the sum of \$100.00 for the year 1911
in full of the tax on the property of the State of Minnesota
for the year 1911

Witness my hand and the seal of the State of Minnesota
this 1st day of January 1911

[Handwritten Signature]



**Becker Township Board Regular Meeting
Tentative Agenda – February 27, 2017**



1. Call to order
 2. Verification of quorum
 3. Consent Agenda
 - a. Minutes – January 23, 2017
 - b. Treasurer’s Report
 - c. Score Grant Authorization
 - d. Building Permit Report from 2016
 - e. Charts for annual meeting
 4. Approval of Regular Agenda
 5. Sheriff’s report
 6. Residential Concerns/open forum.
 - a. Nick Knaack – Wetland excavation in drainage easement
 7. Public Hearing – Predatory Offender Draft Ordinance
 8. Public Hearing – Building Code Updates
 9. TPC/JPB Updates
 - a. Stinski/Peterson
 - b. Midwest Bus
 - c. Other
 10. Engineer's Report
 - a. 185th Avenue
 - b. Midwest Bus Driveway application
 - c. Other – Snake River Trail
 11. Supervisors
 - a. Reports
 - i. Fire board
 - ii. Sherburne County Parks, Trails & Active Living
 - iii. Highway 25 Corridor
 - iv. Road Report
 12. Treasurer's Reports
 - a. Payment of warrants/purchase orders
 - b. Audit review/report
 13. Other
 - a. Reminder: Board of Appeal and Equalization date set April 11, 2017 - 9 am
 - b. Reminder: Tuesday, March 14, 2017 is election from 10 am – 8 pm. Annual meeting begins at 8:01 p.m..
 14. Adjourn
-

Becker Township Board
Regular Board Meeting with Public Hearings
February 27, 2017



Brian Kolbinger, Brad Wilkening, Jamie Johnson, Joe Danielson, Jeff Lambert, Lucinda Messman

Absent: Tanya Danielson, Fran Seeley

Also Present: Damien Toven - Township attorney, Wes Davis – Bogart Pederson, Sgt. Dan Franks - Sherburne County Sheriffs Department, Marie Pflipsen – Community Development Coordinator, Ben Wikstrom – Township Planner, Mark Wimmer, Tony Wruck – Wruck Excavating, Nicholas Knaack, Marla Hietala, Dan Solta, Bill Schmidt, Chad Stahovich

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

Quorum verified.

Consent agenda presented. No movement of items, consent agenda items approved as follows:

- a. Minutes
 - i. January 23, 2017
 - ii. January 30, 2017 Board of Audit
- b. Treasurer's Report
- c. Score Grant Authorization
- d. Building Permit Report from 2016

Motion to approve meeting agenda as presented after striking item 10b by Wilkening. Second by Lambert. Motion carried, all voting in favor.

Sheriff's Report

- 172 calls for service
- 81 traffic stops
- 3 fraud complaints. People are calling and asking if you can hear them, if reply is yes, they have recorded to use for identity theft/opening credit accounts. If this is the first question you hear, reply NO.
- The Sheriff has been out to the Majestic Knolls Group Home location twice and there have been four calls in the past month – noise related and a medical.
- Sheriff Brott sent some information regarding sexual offenders and how notification works for distribution to the board and residents at the meeting. Clerk will make the additional copies available on the back table.

Residential Forum

- Nicholas Knaack – request to excavate in a Township drainage and utility easement. County has approved his request. In order to continue moving forward, he needs Township approval as well. Engineer reported no problem with plans. **Motion to approve request by Nicholas Knaack to excavate in the drainage and utility easement located on his property as depicted in the plans submitted to the county [full text on file] by Wilkening. Second by Danielson. Motion carried, all voting in favor.**
- Mark Wimmer – requested status of tree in township easement on his property. This will be viewed at road tour. Clerk to add to list of locations to view.

PUBLIC HEARING OPENED – PREDATORY OFFENDER ORDINANCE

SCANNED



Becker Township Board
Regular Board Meeting with Public Hearings
February 27, 2017

Attorney Toven presented an overview of the ordinance. Goal of the ordinance: Becker Town Board intends to serve the Township's compelling interest to promote, protect, and improve the health, safety, and general welfare of Becker Township residents under this Section. It is the express intent of the Board to further that interest by: creating areas around locations where children regularly congregate in concentrated numbers within which certain predatory offenders are prohibited from establishing temporary or permanent residence; and, by mitigating the concentration of certain predatory offenders, as required by Minnesota Statute §244.052, Subd. 4a, by prohibiting certain predatory offenders from establishing temporary or permanent residence within close proximity to one another.

Ordinance would provide for a 2,000 foot setback from areas where children congregate as outlined in the ordinance. This ordinance has not been challenged at this level, so there is no case law to refer to for further recommendations.

Chair Kolbinger opened the hearing for public comment.

- Mark Wimmer stated he had spoken with 18 people in his area who are in favor of this ordinance and he hopes the board will adopt.
- Q: what is the timing for adoption? A: immediate, but not retroactive. This is a movement forward and a starting point.
- Q: if a facility is licensed as a 245D, will this prevent the facility from hosting people who are not predators? A: This doesn't regulate where a predatory offender can reside, but does regulate that that residence not be located within 2000 feet from where children congregate, like schools. It has no effect on a group home license. As far as what a 245 D license allows, that is determined by state law.
- Q: why not more restrictive? Keep from anywhere children live? A: Board's goal is to avoid being overly restrictive.
- Attorney Toven stated that creating an over-restrictive ordinance in the hopes no one notices is not a good practice.
- Chair Kolbinger mentioned that Sgt. Franks left enough of the notification act pamphlets that everyone could have one. The pamphlet outlines the notification procedures based on the level of offense.
- Other issues discussed were the 14 consecutive days, newly released individuals, homeschools, and bus stops.
- Supervisors are putting into this ordinance what they feel is a prudent and proper first step.
- Q: does the township have any parks? A: No; Q: if a homeowner wants to deed some of their land as a park could they? A: that is a discussion for another time as there is more involved than just donation of land.
- **Motion to close public hearing by Wilkening. Second by Johnson. Motion carried, all voting in favor.**

No further board discussion regarding Ordinance 2017-01.

Motion to approve Ordinance 2017-01: An Ordinance By The Becker Town Board Establishing Regulations For The Residency Location Of Predatory Offenders In Becker Township [full text on file] after correcting typo in subdivision 3, item 5 from plan to play by Wilkening. Second by Johnson. Motion carried, all voting in favor.

**Becker Township Board
Regular Board Meeting with Public Hearings
February 27, 2017**

PUBLIC HEARING FOR BUILDING CODE ORDINANCE AMENDMENTS OPENED

Wikstrom reviewed language to cleanup and make sure code matches statutes and state building code.

- Pool language now has its own section. In the exemptions location it was causing too much confusion as some pools need permits and others do not.
 - One typo – should read greater than 24” OR (currently reads and) greater than 5,000 gallons requires a building permit.
- Section 5 now indicates the maximum depth below grade. The Low floor entry referred to here is that level at time of platting or required soil boring report.
- Certificate of survey can be required if necessary for parcels over five acres, but they are not required. Updated Post Construction Verification to indicate if parcel is exempt from survey originally, it is still exempt after construction.

Chair Kolbinger opened public hearing for comments

- Q: Would affect existing pools? No – only those built/assembled from time of this ordinance forward.
- Q: What about 3’ above mottling – wasn’t it 18””? A: at one point, but our township wants the larger separation.
- **Motion to close public hearing by Wilkening. Second by Danielson. Motion carried, all voting in favor.**

No further board discussion regarding Ordinance 2017-02.

Motion to approve Ordinance 2017-02: An Ordinance Amending Ordinance 2010-02, Adopting The State Building Code, Construction Licensing, Permits And Regulation amending Section 9, Item 4 adding ‘for above ground pool’ by Wilkening. Second by Lambert. Motion carried, all voting in favor.

Motion to approve Summary Ordinance 2017-02: An Ordinance Amending Ordinance 2010-02, Adopting the State Building Code, Construction Licensing, Permits and Regulation by Wilkening. Second by Danielson. Motion carried, all voting in favor.

Joint Planning Board/Planning Commission Updates

- Town Planning Commission – items to go to the Joint Planning Board February 28:
 - Stinski/Scenic River Haven preliminary and final plat received recommendation with an additional 33’ ROW dedication to the Township and an \$800 park dedication fee.
 - Peterson Variance application received recommendation for approval as practical difficulty could be shown.
 - Midwest Bus Conditional Use Permit received recommendation for approval.
 - Two upcoming applications for March 13th
 - Craig Hrkal, HN Holdings Conditional Use Permit for a business with more than 2 employees on 142nd Ave SE.
 - Brian Dodd, Theco, Inc. Conditional Use Permit to construct a new facility where the greenhouses currently sit. Large scale machinery rentals/sales.
- Joint Planning Board meets tomorrow night.

Engineer’s Report

Becker Township Board
Regular Board Meeting with Public Hearings
February 27, 2017

- 185th Ave Update
 - Plan is to complete Phase I and Phase II excavation, rebuild and gravelling at the same time this year.
 - 15 days of dirt work is planned
 - Engineers are working on a bid package. They want Phase II as an add alternate in case weather becomes an issue.
 - Town Board asked about beginning this work earlier in the summer rather than waiting until October.
 - Davis - ideal to work in summer, however we are still waiting on wetland impact information for Phase II from the Army Corps of engineers. Hopefully approval will come by May so the job could be bid at that time.
 - Carefree Country Club is currently unwilling to provide easement unless the Township waits to start this project until at least October 9th, 2017. They don't want the road work to start until after the residents leave and they want an emergency exit out the back of their property.
 - Town Board Supervisors Danielson and Kolbinger appointed to speak with Carefree Country Club regarding start date. Board is worried that waiting until October 9th could create difficulty in getting both phases done this year. The road is deteriorating quickly and needs to be replaced sooner rather than later.
 - Goal is to bid the job in May and start late summer. Right now the board is paying for potholes to be filled every few days. That is not an efficient use of taxpayer dollars.
 - Board should have better dates by the March meeting.
 - Q: (resident) there is another pothole in front of the Carefree Entrance A: (Board) we know, we are going back out to fix again tomorrow morning. Our goal is to try and shorten this 3-4 year project into 2 years. Road Supervisor is driving almost daily to order repairs for new potholes. Once mix plants open, will try something other than class 5.
- Snake River Trail
 - Sherburne County may request that the Township release Parks money from its Parks Fund to pave the Snake River Trail.
 - This trail is a County Easement, not Township. We have letters on file stating such and that the County would handle paving.
 - Many residents don't want the trail on their land and have asked to have the easements vacated. Others want the trail to remain.

Supervisor Reports

- Fire Board – Chair Kolbinger - short and sweet meeting. Becker City is interested in purchasing the tanker that the Fire Board is selling. New tanker truck is still being built.
- Sherburne County Parks/Trails – Supervisor Danielson – nothing going on at this time.
- Highway 25 Corridor – Chair Kolbinger - \$12,500 in funds was left after traffic study paid for and will remain with the coalition. Traffic study has now been started. Big Lake Township will send invoices for the amounts due to members.
- Road Report – Supervisor Danielson
 - 185th Avenue lots of potholes. Driving nearly daily to try and keep up with them.
 - Bridgeview Subdivision – trees on 172nd, photos in file – not easy to remove as they are in culvert and sitting on a wire. Supervisor Wilkening was going to check regarding tree removal/options on this as well. This is one to view during road tour.

Becker Township Board
Regular Board Meeting with Public Hearings
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- Potholes buried with stumps in the Wildwood Acres area – some borings were done. Plan is to patch with hotmix after the plants open this spring and see how that works. Otherwise complete dig outs will be expensive.

Treasurer's Report

- Motion to pay Warrants 13444-13472, PO's 875564-875568, and void checks 13468 and 13462 in the amount of \$106,441.76 by Johnson. Second by Lambert. Motion carried. Vote 4:1. Supervisor Danielson abstained as his company had submitted a claim.
- Double check amount to levy for General Fund of \$40,000 with \$15,000 of that being marked for the maximum of donations. Yes, that is correct.

Other business: None

Motion to Adjourn by Danielson. Second by Wilkening. Motion carried, all voting in favor.
Meeting adjourned at 8:41 p.m.



Brian Kolbinger, Chair



Lucinda Messman, Clerk

Becker Township
Board of Audit Report
March 5, 2017

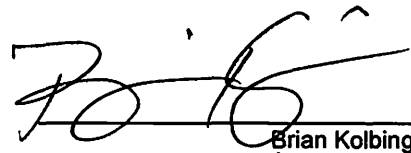
Becker Town Board Supervisors Reviewed Clerk and Treasurer Schedule 1 reports. Overall Receipts and Disbursements were equal.

Beginning Balance 2018:	\$ 1,762,483.77
Total Receipts for 2018:	\$ 1,204,822.65
Total Disbursements for 2018:	\$ 1,261,456.03
Ending Balance 2018:	\$ 1,721,202.70

Town Board Supervisors noted differences in fund balances between the two records on Schedule 1 and asked why overall balances beginning and ending were in agreement, but fund balances were not. This was due to data entry errors. Both Clerk and Treasurer will review their records to determine differences.

The Road Budget Workshop numbers from February were discussed in addition to review of expenses the previous year. Budget reviewed for 2018. The following levy recommendations are shown below next to last year's levy.

Fund	2017 Certified Levy	2018 Levy Recommendation
General Fund Includes \$15,000 donation budget	40,000	80,000
Road & Bridge Fund	800,000	800,000
Town Hall Fund	15,000	15,000
Fire Fund	80,000	80,000
Fire Hall Fund	30,000	30,000
Total Levy	965,000	1,005,000


 Brian Kolbinger, Chair


 Lucinda Messman, Clerk

**Becker Township Board Regular Meeting
Tentative Agenda – March 20, 2017**



1. Call to order
 2. Verification of quorum
 3. Consent Agenda
 - a. Minutes – February 27, 2017
 - b. Treasurer's Report
 - c. TPC Resolution 2017-07- Board Appointment
 - d. JPB Resolution 2017-08- Board Appointment
 - e. Resolution- Revised Fee Schedule 2017-06
 - f. Gopher Bounty Resolution 2017-09
 4. Approval of Regular Agenda
 5. Sheriff's report
 6. Residential Concerns/open forum.
 - a. Jennifer Vogel-semi
 - b. Mark Wimmer
 - c. Mark Scheeler- Dust Control request for Garden Grove Rd.
 7. TPC/JPB Updates
 - a. Brian Dodd/ Theco Inc.
 - b. Craig Hrkal/H.N. Holdings
 - c. Other
 8. Engineer's Report
 - a. 185th Avenue
 - b. Midwest Bus Driveway application
 - c. Other – Snake River Trail
 - d. Lester Olson Memorial
 9. Northern Metal Recycling-Greg Pruszinske and City of Becker Mayor Tracy Bertram
 - a. Open Forum for questions pertaining to this topic only
 10. Supervisors
 - a. Reports
 - i. Fire board
 - ii. Sherburne County Parks, Trails & Active Living
 - iii. Highway 25 Corridor
 - iv. Road Report
 - v. Reminder: Set date for Road Tour and who will pick up van
 11. Treasurer's Reports
 - a. 2014-2016 Budget Analysis
 - b. Payment of warrants/purchase orders
 12. Other
 - a. Reminder: Board of Appeal and Equalization date set April 11, 2017 - 9 am
 - b. Contribution Requests
 13. Adjourn
-

Becker Township Board
Meeting Minutes
March 20, 2017

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

Absent: Jamie Johnson, Jeff Lambert, Lucinda Messman

Also Present: Kelli Bourgeois-Township Attorney, Marilyn Danielson-City Deputy Clerk, Wes Davis-Bogart Peterson, Terrance VanderEyk -Bogart Peterson, Marie Pflipsen- Community Development Coordinator, Ben Wikstrom- Township Planner, Sgt. Dan Franks-Sherburne Co. Sheriff's Dept., Lonny Seeley, Jeff Edling, Mark Wimmer, Janelle Fast, Cory Vogel, Jennifer Vogel, Craig Fast, Mark Scheeler, Jeff Peterson, Linda Kasowski, Frank Kasowski, Tony Wruck-Wruck Excavating, Greg Pruszinske-Becker City Administrator, Mayor Tracy Bertram

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

Quorum verified

Consent Agenda presented. No movements of items.

Consent Agenda items approved as follows:

- Minutes- February 27,2017
- Treasurers Report
- TPC Resolution 2017-07 Board Appointment
- JPB Resolution 2017-08 Board Appointment
- Resolution- Revised Fee Schedule 2017 -06
- Gopher Bounty Resolution

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

Regular agenda to add Jeff Peterson to the agenda by Wilkening. Second by Danielson. Motion carried, all voting in favor.

Sheriff's Report

1. 156 calls for service
2. 91 traffic stops
3. A few fraud calls
4. We are in high fire now

Residential Forum

- Jennifer Vogel from Enchanted Thicket- /she believes a resident at 16988 96th St. SE, Becker has been operating a trucking / transport business out of his home. He operates a heavy commercial 18 wheeler semi-trailer and truck terminal. She is concerned for the safety of children in the neighborhood when he is backing his semi up. He has backed over garbage cans before.
- She is concerned because of the noise between the hours of 4 a.m. to midnight
- There is a storage of heavy industrial equipment and large shipping containers on the property.
- Question- Is he within his rights to have this vehicle there?

- City Attorney Bourgois: If this is an actual transport company there, this is not permitted. If he is just parking his vehicle for the night this is not restricted.
- Sgt . Dan Franks- Unless he is purposely knocking over your garbage cans there is no intent.
- Attorney Bourgois: We will look into this by the staff. We cannot enforce covenants in neighborhoods. Semis are not restricted from parking in their yards. If there is a violation we will send out a notice.

Mark Wimmer wants to yield until next meeting.

Mark Scheeler wants dust control for Garden Grove Road. He is requesting a dual application for the road to hold down the dust. The board will keep an eye on the road.

Joint Planning Board and Township Planning Commission Updates

- Brian Dodd/ Theco Inc. has submitted a variance for the property. The application will be reviewed before the next meeting.
- Craig Hrkal/H.N. Holdings was seeking permission to ascend the CUP but he will not be pursuing this.

Engineers Report:

- a. The advertisement for bids for the 185th Ave. project will be submitted to the Citizen Tribune and Quest CDN later this week.
- b. Midwest Bus needs to submit documentation of compliance with Item 11.08 of the Zoning Ordinance regarding total impervious surface.
- c. There has been no further word on the proposed paving of the SNAKE RIVER ESTATES trail network.
- d. Eyke is to order the Lester Olson Memorial Signs.

Jeff Peterson is to proceed with implementation of the sign program. He will meet with Danielson and do a drive thru.

NORTHERN METALS: Mayor Tracy Bertram and City Administrator Greg Pruszinske gave their report on the project- They are looking at a transport study. The bulk of the project will be realizing the roads and rails .Northern Metal will need a lot of rail. They want to buy 50 acres.

- Q- Will the spur link up with existing business? No
- Q- How will Liberty Paper be accessing the spur? They have their own spur
- Q-Will they be unloading at night? They will have a 12 hour window.
- Q-Why are they being shut down of they claim they are meeting all their compliances? Everything will be in a building, we have asked the pollution control agency to meet with us. The meeting will be posted on our website. They will have a professional staff now that will deal with the new building. By August 1st. they will request their permit, prior to the meeting with the MPCA we will want to host an open forum.
- You need to have your meeting before Aug. 1st because Northern Metals needs to tell the judge where their new site is by Aug. 1st. If you wait until after Aug. 1st they will have already picked out their site.

- Once they know when the meeting with the MPCA will be they will inform the township and the public.
- The township thanked the Mayor and Mr. Pruszinske for coming to the meeting and giving them the opportunity to ask questions.

SUPERVISORS:

- **Reports-**
- Fire Board- New members Todd Hanrahan and Jeff Lambert
- Parks and Trails- cancelled
- Hwy 25 Corridor- waiting for a bill from the B.L. township
- **ROAD REPORT**-issued on 185th
- Road Tour set for April 29th at 7:00 a.m. Danielson will pick up the van.

TREASURERS REPORT:

1. 2014 -2016 Budget Analysis—we will work on the levy to get the general fund in balance. We need to watch our expenses. If we need to increase more we need to have a public meeting.
2. Payment of warrants and purchase orders:

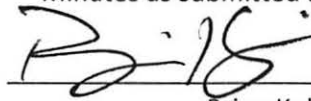
Motion to pay warrants 13473-13494, PO 875679-875684 and void check 875683 in the amount of \$31,583.51 by Wilkening. Second by Danielson. Motion carried, all voting in favor.

Other Business:

Reminder- Board of Appeal and Equalization is set for April 11, 2017 at 9:00 a.m. We will have a quorum.

Motion to Adjourn by Wilkening. Second by Danielson. Meeting adjourned at 8:18 p.m.

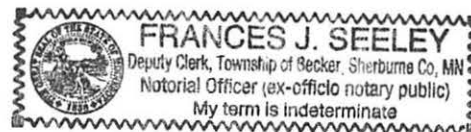
Minutes as submitted by Frances Seeley



Brian Kolbinger, Chairman



Frances Seeley, Deputy Clerk



Becker Township Board
Local Board of Appeal and Equalization
April 13, 2017



Town Board Members Present: Brian Kolbinger, Brad Wilkening, Joe Danielson, Lucinda Messman
Absent: Jeff Lambert, Luke Babler
Also Present: Six (6) Sherburne County Staff Members

Meeting called to order by Chair Kolbinger at 9:00 a.m.

Quorum verified.

Gregg Olson reviewed the Mini Abstract distributed to Town Board members [full text on file].

Dave Selbitschka reviewed the Valuations handout distributed to Town Board members [full text on file].


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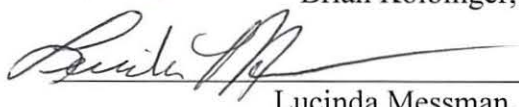
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No other members of the public present with request.

Motion to Adjourn by Wilkening. Second by Danielson. Motion carried, all voting in favor.
Meeting adjourned at 9:31 am.



Brian Kolbinger, Chair



Lucinda Messman, Clerk

Sherburne County Assessor

*Sherburne County Government Center
13880 Business Center Dr NW
Elk River, MN 55330-1692*

Phone: (763)765-4900

FAX: (763)765-4905

2017 BECKER TOWNSHIP ASSESSMENT

Residential and Seasonal values increased in overall market value by approximately 7.52%. The property value increases are the result of 69 township sales used in our sales ratio study, and 1,274 sales county-wide. (Assessed value divided by sale price equals sales ratio)

Assessment Years

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Agricultural values increased 1.42%.

Commercial and Industrial values combined decreased -1.1%. There were 18 sales County-wide.

Total Taxable New Construction

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DAVE

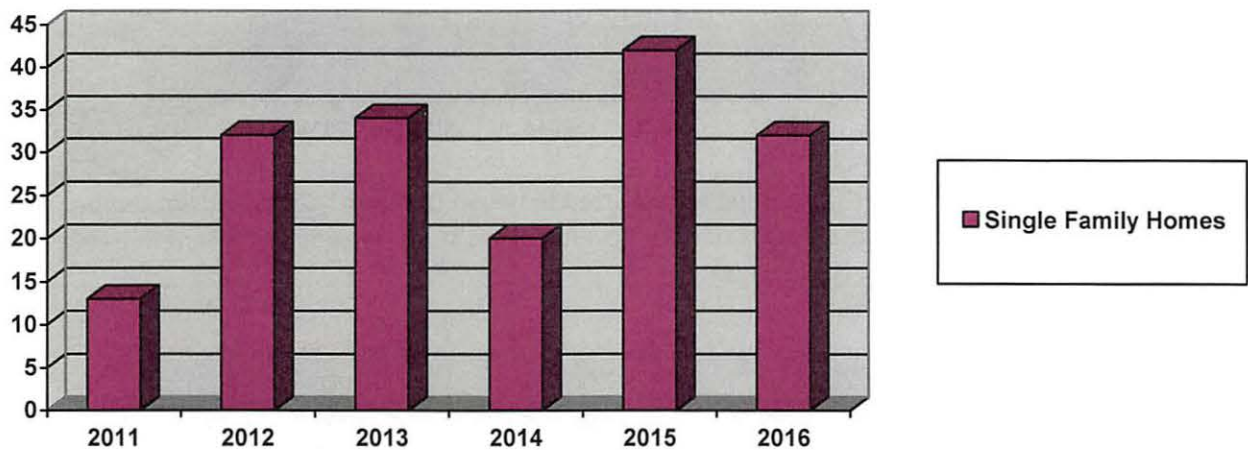
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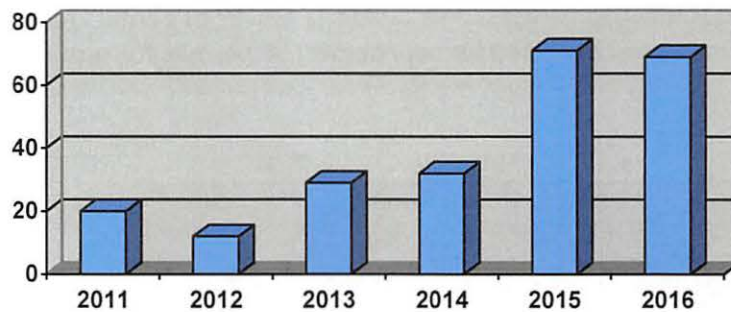
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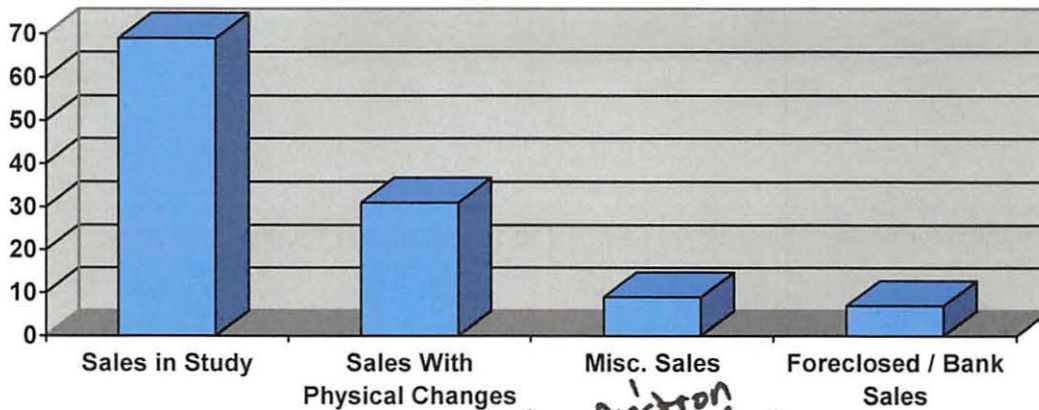
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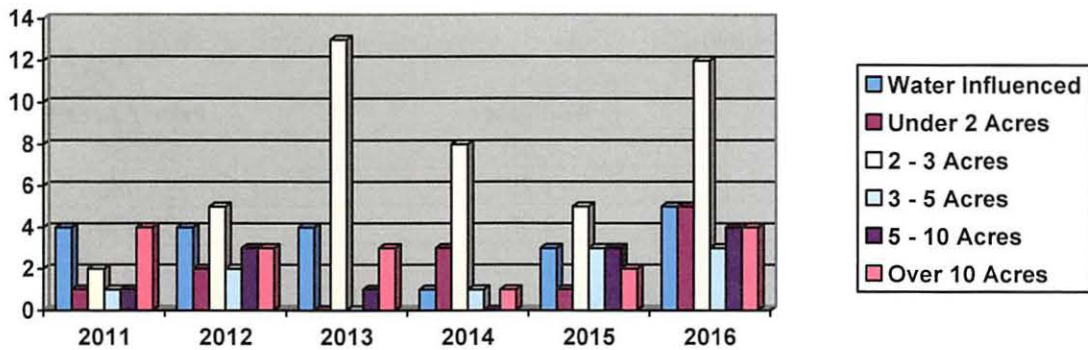
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Highest sale price	\$150,000
Lowest sale price	\$ 25,000
Average sale price	\$ 55,500
Median sale price	\$ 46,000

2.5 - 3 Acres

Land Sales Breakdown



Vacant Land Inventory

According to our data, we indicate that there are 161 vacant sites for residential use in Becker Township. Approximately 30 of these carry a homestead classification. This does not include any agricultural or rural vacant land.

*Doesn't include
 on forest land* ↗

Land Extraction Method

Another method that can be used to measure the value of land is by the use of land extraction. Land extraction is best utilized when vacant land sales are either not available or are limited. By using the 69 market sales in the Department of Revenue's sales study, the value of the improvements used for the 2017 Assessment is subtracted from the current sales price. The remaining value is the indicated value of land from the sale.

Median Lot Type	Median Ind. Lot Value	Median Size (Acres)	Median Price / Acre
Metes & Bounds	\$77,000	5.60	\$13,800
Platted	\$65,200	2.60	\$25,100
Cluster Plat	\$56,900	0.60	\$2.20 per/sf

Adjustments

The county building schedule was increased, but it was not an across the board type of increase. Based on sales data, larger increases were made to lower valued homes and smaller increases were made to higher valued homes. These increases ranged from 3% - 7%. The garage schedule was increased to 7%.

Based on vacant land sales and land extraction, improved residential and Ag lots increased \$2,100 on the first acre. Vacant residential lots increased \$9,100 on the first acre. Rural vacant land per acre rate increased \$100 on the high ground. Changes were also made to the local size table so that smaller acreage parcels would be valued higher per acre than larger acreage parcels (see table below).

Acreage	Multiplier	Price / Acre
0 - 19.99	1.50	\$5,850
0 - 29.99	1.20	\$4,680
30 - above	1.00	\$3,900

The adjustments were based on countywide sales of rural vacant land. The local Becker area had 5 sales with an average parcel size of 25.44 acres and an average sales price of \$6,100 per acre.

After all increases were made the average increase for residential properties in Becker Township is approximately 7.5%.

**2017 Becker Township
Local Board of Appeal and Equalization
April 13, 2017**

Kushi

The 2017 methodology utilizes agricultural sales within a region to develop a tillable and non-tillable value to be used for Green Acres in that area. Our Green Acres Region includes the Counties of Benton, Morrison and Sherburne. The Department of Revenue issued a memo which indicated that the average per acre value for tillable land was to be \$3,300 (up from \$3,100 in 2016) and the average for non-tillable was to be \$1900 (no change from 2016).

Township Averages as Reported to the Department of Revenue for the 2017 Assessment

2017 Estimated Market Values

2a Tillable 4100/ac
2a/2b Pasture 3700/ac
-Same values have been applied to CRP land

Waste 750/ac
Wetlands 750/ac

2017 Green Acres Values

2a Tillable 3300/ac
2a Pasture 2200/ac
Waste 750/ac
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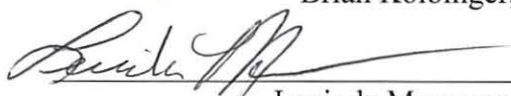
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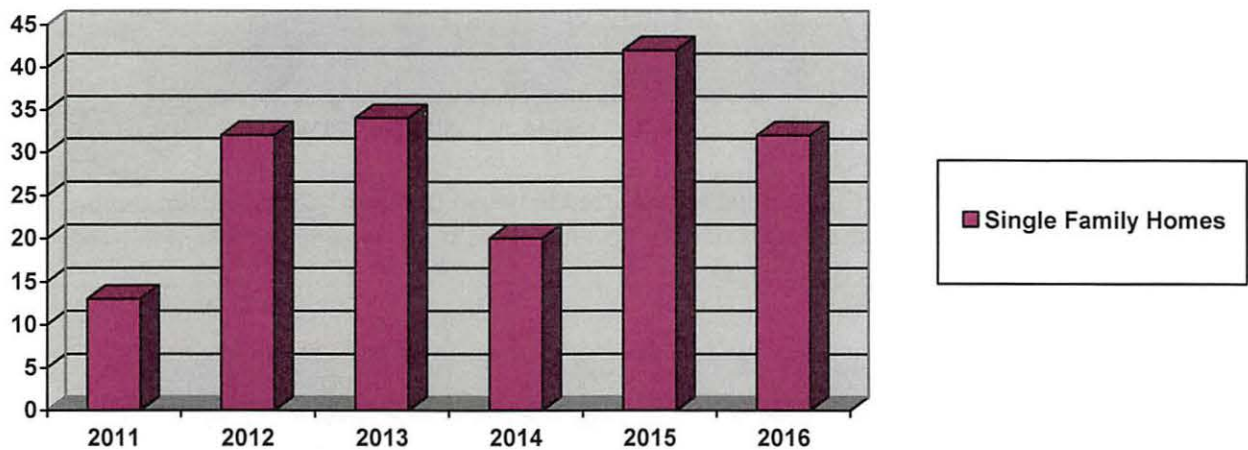
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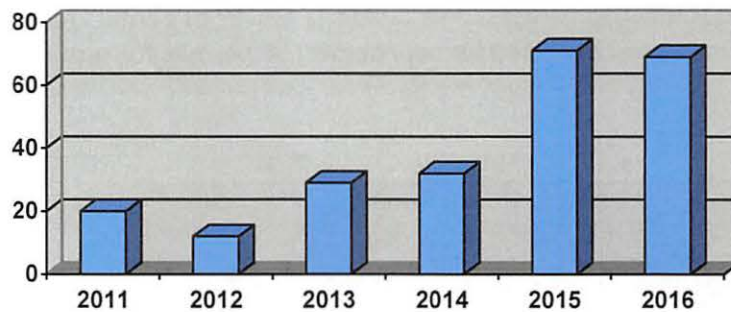
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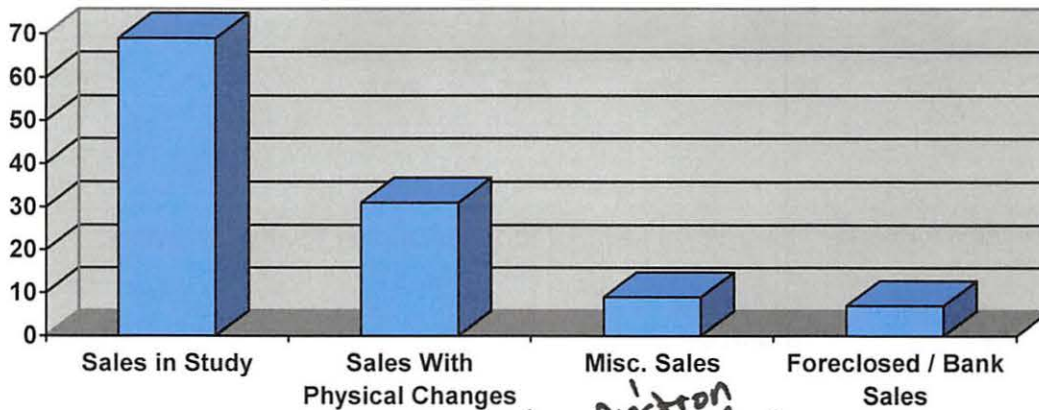
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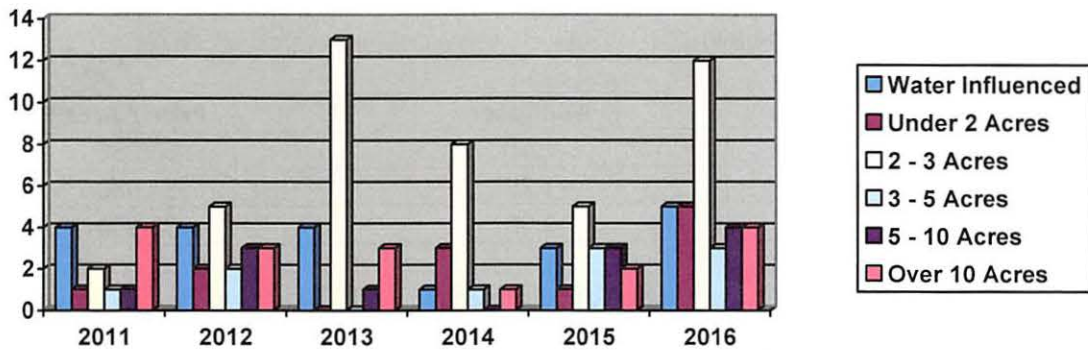
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 on forest land* →

Land Extraction Method

Another method that can be used to measure the value of land is by the use of land extraction. Land extraction is best utilized when vacant land sales are either not available or are limited. By using the 69 market sales in the Department of Revenue's sales study, the value of the improvements used for the 2017 Assessment is subtracted from the current sales price. The remaining value is the indicated value of land from the sale.

Median Lot Type	Median Ind. Lot Value	Median Size (Acres)	Median Price / Acre
Metes & Bounds	\$77,000	5.60	\$13,800
Platted	\$65,200	2.60	\$25,100
Cluster Plat	\$56,900	0.60	\$2.20 per/sf

Adjustments

The county building schedule was increased, but it was not an across the board type of increase. Based on sales data, larger increases were made to lower valued homes and smaller increases were made to higher valued homes. These increases ranged from 3% - 7%. The garage schedule was increased to 7%.

Based on vacant land sales and land extraction, improved residential and Ag lots increased \$2,100 on the first acre. Vacant residential lots increased \$9,100 on the first acre. Rural vacant land per acre rate increased \$100 on the high ground. Changes were also made to the local size table so that smaller acreage parcels would be valued higher per acre than larger acreage parcels (see table below).

Acreage	Multiplier	Price / Acre
0 - 19.99	1.50	\$5,850
0 - 29.99	1.20	\$4,680
30 - above	1.00	\$3,900

The adjustments were based on countywide sales of rural vacant land. The local Becker area had 5 sales with an average parcel size of 25.44 acres and an average sales price of \$6,100 per acre.

After all increases were made the average increase for residential properties in Becker Township is approximately 7.5%.

**2017 Becker Township
Local Board of Appeal and Equalization
April 13, 2017**

Kushi

The 2017 methodology utilizes agricultural sales within a region to develop a tillable and non-tillable value to be used for Green Acres in that area. Our Green Acres Region includes the Counties of Benton, Morrison and Sherburne. The Department of Revenue issued a memo which indicated that the average per acre value for tillable land was to be \$3,300 (up from \$3,100 in 2016) and the average for non-tillable was to be \$1900 (no change from 2016).

Township Averages as Reported to the Department of Revenue for the 2017 Assessment

2017 Estimated Market Values

2a Tillable 4100/ac
2a/2b Pasture 3700/ac
-Same values have been applied to CRP land

Waste 750/ac
Wetlands 750/ac

2017 Green Acres Values

2a Tillable 3300/ac
2a Pasture 2200/ac
Waste 750/ac
-Same values have been applied to CRP land



**Becker Township Board Regular Meeting
Tentative Agenda –April 17, 2017**

7:35 p.m. Bid Opening – 185th Avenue Phase I & II
Meeting will pause as needed to allow bid opening to occur at posted time.

1. Call to order
 2. Oath of office- Jeff Lambert
 3. Verification of quorum
 4. Consent Agenda
 - a. Minutes – March 20, 2017, LBAE April 11, 2017
 - b. Treasurer's Report
 - c. Clean up day revised price list
 - d. Sherburne County 5 year CIP
 - e. Website Memo
 5. Approval of Regular Agenda
 6. Sheriff's report
 7. Residential Concerns/open forum.
 - a. Mark Wimmer
 8. TPC/JPB Updates
 - a. Brian Dodd/ Theco Inc.
 - b. Animal Ordinance/Animal Units Review
 - c. Other
 9. Engineer's Report
 - a. 185th Avenue
 - b. Midwest Bus Driveway application
 - c. Joshua Cox – Driveway Application
 - d. Carefree Country Club Driveway Application
 - e. Other
 10. Supervisors
 - a. Fire board
 - b. Sherburne County Parks, Trails & Active Living
 - c. Highway 25 Corridor
 - d. Road Report
 - e. Hidden Haven – Golf Cart Request
 - f. Patching in Wildwood Acres
 - g. Mailbox with Permit discussion
 - h. Seal Coat Discussion
 - i. Reorganizational Portion of Meeting
 11. Treasurer's Reports
 - a. Motion to add Midco (phone/internet) to automatic payment
 - b. Contribution Requests
 - i. All Night Graduation Party
 - ii. Becker Parks and Recreation
 - iii. Danish Cemetery Assn.
 - iv. Snake River Cemetery Assn.
 - v. Becker Cemetery Assn.
 - vi. Becker safety Camp
 12. Other
 - a. Reminder-April 20,2017- Cindy will be out of town @ Legal short courses
 13. Adjourn
-

Becker Township Board
Regular Board Meeting with Public Hearings
April 17, 2017

Board Members Present: Brian Kolbinger, Brad Wilkening, Luke Babler, Joe Danielson, Jeff Lambert, Lucinda Messman, Tanya Danielson

Staff members present: Kelli Bourgeois - Township attorney, Wes Davis – Township Engineer, Terrance VanderEyck – Township Engineer, Sgt. Andy Oachs - Sherburne County Sheriffs Department, Mark Wimmer, Tony Wruck – Wruck Excavating, Parker Schendzielos, Glen Johnson, Al Fox representing Hidden Haven Subdivision

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

Oath of Office issued to Jeff Lambert.

Quorum verified.

Consent agenda presented. No movement of items, consent agenda items approved as follows:

- a. Minutes
 - i. March 20, 2017
 - ii. Local Board of Appeal and Equalization, April 11, 2017
- b. Treasurer's Report
- c. Clean up day revised price list
- d. Sherburne County 5 year CIP
- e. Website Memo

Motion to approve meeting agenda as presented after striking items 9b and 9d by Wilkening. Second by Danielson. Motion carried, all voting in favor.

Sheriff's Report – Sgt. Oachs

- 187 calls for service
- More than ½ were traffic stops
- Nothing stood out as out of the ordinary

Residential Forum

- Mark Wimmer – presented photos regarding retaining walls and other documentation regarding headwalls being illegal. Full text of all documentation on file. Prior to this particular board, he knows that headwall letters were sent out to many area residents. Some were remedied, some were not. Many headwalls exist in Becker Township. He never realized why they were such an issue until a near accident. Mr. Wimmer shared about a near miss accident and realization of why removal of headwalls is so important. Request that the board resume resolving this issue. Board to observe all submissions and will view headwall during road tour on April 29.

Joint Planning Board/Planning Commission Updates – Supervisor Wilkening

- Theco Inc/Brian Dodd will be building a new facility where the greenhouses are currently located near Highway 10 (in front of The Hideout). Variance was requested due to size of building.
- Animal Unit Ordinance meeting drew a large crowd. Current ordinance requires 6 acres for 2 horses. New proposal will change to 3 acres required for 2 horses with a CUP option for

Becker Township Board
Regular Board Meeting with Public Hearings
April 17, 2017

increased density. Animal Unit calculations were discussed and will be taken up at the next Planning Commission meeting.

Engineer's Report

- Joshua Cox requested secondary approach to residence at 7768 175th Ave Se, Becker.
 - Engineer's comments
 - There is adequate space
 - Display shown (full text on file)
 - Board Q: Can we change this to engineer's approval only? A: At this time that applies to commercial/industrial location only. Not for residents.
 - **Motion to approve secondary approach for the Joshua Cox Residence by Wilkening. Second by Danielson. Motion carried, all voting in favor.**

Supervisor Reports

- Fire Board – Supervisor Lambert – New Tanker truck went to Indiana to National Firefighters for work. Existing water truck to be sold.
- Sherburne County Parks/Trails – nothing going on at this time.
- Highway 25 Corridor – Chair Kolbinger – Transportation study going on at this time. Meetings for this month is next week.
- Road Report – Supervisor Danielson
 - 185th Avenue lots of potholes/complaints. Trying to keep up with filling the holes with class 5.
 - Wildwood area patching – Supervisor Danielson – three quotes presented. Recommendation of patching for now and see how it goes. Township to decide after viewing on road tour.
 - Mailbox permit discussion
 - A lot of old mailboxes and headwalls exist in the Township. Is it possible to work with building permits to get these? Or if upgrading
 - Cost expected to be around \$75/mailbox + \$20 to install.
 - Who would install? Suggestion: Township to be sure gopher one calls are made and they are installed properly
 - Q(Mr. Wimmer): What about houses that have driveways without culverts? Would the board consider looking into this in the future as the majority do not seem to be getting replaced and do not appear to be up to standards? Board will observe on road tour and determine if they should be a future consideration.
- Hidden Haven. Al Fossen, Co-president of the Hidden Haven Homeowners Association presented a request to the Town Board to write an ordinance to allow golf carts on Township roads.
 - Mr. Fossen reported that those making the request understood that
 - More insurance
 - Additional permitting
 - Correct lighting/mirrors
 - Slow moving vehicle signs
 - And possibly more requirements would need to be met. \
 - Wondered how this can proceed.
 - Attorney Bourgeois: This required ordinance and permit requirements. Many areas the board will need to have researched: which roads allow them, how much to charge for

Becker Township Board
Regular Board Meeting with Public Hearings
April 17, 2017

permits based on staff time, insurance requirements, standards, etc. Wikstrom directed to look into this.

Routine Meeting Items halted to allow for bid opening and tentative awarding of contract for 185th Avenue SE.

Engineer comments

- Recommendation for award is tentative, and will not be final until quantities are reviewed.
- Two more ROW easements are pending.

Bids were opened. Results:

Bidder	Bid Bond (√)	Responsible Contractor Form (√)	Bid Amount
New Look Contracting, Inc.	√	√	\$579,076.75
M.L. Schendzielos & Son	√	√	\$629,959.84
Park Construction Company	√	√	\$734,091.26
Kramer Trucking & Excavating	√	√	\$561,834.79

Motion to award contract to Kramer Trucking and Excavation after easements are received and engineer's verification of quantities to contract totaling \$561,834.79 by Wilkening. Second by Lambert.

Discussion regarding what all was included in the estimate. **Motion carried, all voting in favor.**

Board would like it if the grinding of the surface could begin prior to August 1 to get pavement to gravel. Reminder – be sure to invite Mike at Carefree to the pre-construction meeting.

Regular agenda resumed.

Seal Coating – should we tie in with City's project? Not this year.

Reorganization after election of new officers:

- **Motion to elect Brian Kolbinger as Chair of the Town Board and Brad Wilkening as Vice Chair of the Town Board by Danielson. Second by Babler. Motion carried, all voting in favor.**
- **Motion to adopt regular meeting schedule (third Monday of each month unless a federal holiday falls on the third Monday and in that case the regular meeting shall move to the fourth Monday of the month) as posted by Danielson. Second by Wilkening. Motion carried, all voting in favor.**
- **Motion to keep Sherburne County Citizen Tribune as the official newspaper by Wilkening. Second by Lambert. Motion carried, all voting in favor.**
- **Motion to set compensation rates as follows by Wilkening. Second by Babler.**
 - Meeting rate for all employees/board members at \$100 per meeting.
 - Mileage rate at the Federal Standard
 - Hourly Rates:

Becker Township Board
Regular Board Meeting with Public Hearings
April 17, 2017

- **Supervisors: \$20/hour**
- **Clerk/Deputy Clerk, Treasurer: \$23/hour**
- **Motion carried, all voting in favor.**
- **Motion to accept the following slate of appointments by Lambert. Second by Danielson:**
 - **Road Supervisor Joe Danielson & Alternate Road Supervisor Luke Babler via Resolution 2017-10: A resolution designating a road supervisor and alternate road supervisor in conjunction with any road services agreements that the Township holds.**
 - **Highway 25 Coalition Brian Kolbinger**
 - **Fire Board Brian Kolbinger and Jeff Lambert**
 - **Sherburne County Active Living Joe Danielson**
 - **IT Supervisor Brian Kolbinger**
 - **Motion carried, all voting in favor.**
- **Motion to approve posting locations as Town Hall, Becker City Hall and the Becker Township Website by Danielson. Second by Wilkening. Motion carried, all voting in favor.**
- **Motion to designate Sherburne State Bank as the official depository by Wilkening. Second by Kolbinger. Motion carried, all voting in favor.**
- **Clerk and Treasurer verified the following to the board**
 - **Policies, resolutions, and ordinances are in binders and in order**
 - **Town Financial Reporting form has been completed and sent to the State Auditor**
 - **Town Audit has been completed and copy sent to the State Auditor**
 - **Planning and Zoning is compliant with the 60 day rule**
 - **Planning and Zoning is compliant with state reporting requirements**

Treasurer's Report

- **Motion to allow Treasurer discretion to set up recurring bills on automatic payment as appropriate by Wilkening. Second by Babler. Motion carried, all voting in favor.**
- **Motion by Babler to pay Sherburne County on the 4 year payment plan with no interest offered for the new election equipment rather than paying all at once. Second by Danielson. Motion carried, all voting in favor.**
- **Donations**
 - **Motion to make donation in the amount of \$10,000 to the City of Becker Parks and Rec and allow the use of the Town Hall building for Freedom Days by Danielson. Second by Lambert. Motion carried, all voting in favor.**
 - **Motion to donate \$700 to Snake River Cemetery by Lambert. Second by Babler. Motion carried, all voting in favor.**
 - **Motion to donate \$700 to the Danish Cemetery by Lambert. Second by Danielson. Motion carried, all voting in favor.**
 - **Motion to donate \$800 to the Becker Cemetery by Danielson. Second by Babler. Motion carried, all voting in favor.**
 - **Motion to donate \$1,000 to Becker Safety Camp by Danielson. Second by Wilkening. Motion carried, all voting in favor.**
 - **Motion to donate \$1,000 to the All Night Graduation Party by Wilkening. Second by Babler. Motion carried, all voting in favor.**
- **Discussion regarding moving donations out of the General fund as it is not in balance at this time. This will require a Town Meeting (all residents invited to vote) in order to get the levy**

Becker Township Board
Regular Board Meeting with Public Hearings
April 17, 2017

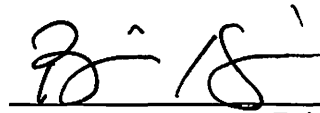
changed. Discussion over timing for planning a new budget – when could we plan a budget meeting? Treasurer stated she normally travels for work related training in July but will try and have something prepared by the July meeting.

- **Motion to pay warrants 13500-13527 and purchase orders 875685-875694 in the amount of \$44n741.26 and void purchase order 875687 by Danielson. Second by Wilkening. Motion carried, all voting in favor.**

Other Business

- Clerk to attend legal short course on April 22
- Sherburne County Association of Townships meeting coming up. All officers are invited to attend. Dinner at 6:30, meeting at 7:00.
- Road Tour is scheduled for April 29th at 7 am
- JPB is working through Annexation Agreement. Need for Joint Becker Township Board and Becker City Council meeting. Scheduled for Tuesday, May 23 at 6:00 p.m..

Motion to Adjourn by Danielson. Second by Wilkening. Motion carried, all voting in favor.
Meeting adjourned at 8:16 p.m.



Brian Kolbinger, Chair



Lucinda Messman, Clerk

Becker Township Board Regular Meeting
Tentative Agenda –May 15, 2017



-
1. Call to order
 2. Verification of quorum
 3. Consent Agenda
 - a. Minutes – April 17, 2017
 - b. Treasurer’s Report
 - c. Road Tour Minutes – April 29, 2017
 4. Approval of Regular Agenda
 5. Sheriff’s report
 6. Residential Concerns/open forum.
 - a. Lavonne Shanks – off 82nd St SE Branch #1- of Ditch #19
 7. TPC/JPB Updates
 - a. Animal Ordinance/Animal Units Review
 - b. Elzy CUP application
 - c. Reminder: Joint meeting with Becker City Council here on Tuesday, May 23, 6 pm.
 8. Engineer's Report
 - a. 185th Avenue update - What is lowest speed this can be posted/rough road signs? Clerk to send letters re: mailboxes after precon? Motion to pay \$600 in damages
 - b. Staking update
 - c. Dust Control Estimates
 - i. Gravel quotes – 112th street, 190th ave: 95th - dead end, 82nd Street west end
 - d. Garden Grove Road Culverts
 - i. 112th Street – boring if needed
 - ii. 185th – verify pipe
 - iii. 82nd Street SE – pipe/rip rap – scouring out by apron
 - iv. 117th Street SE (from CR 51 to Dead End)
 9. Supervisors
 - a. Fire board
 - b. Sherburne County Parks, Trails & Active Living
 - c. Highway 25 Corridor
 - d. Road Report
 - e. Hidden Haven – Golf Cart Request
 - f. Patching: Wildwood Acres, Hidden Haven, Bridgeview
 - g. Mailbox with Permit discussion -
 - h. Seal Coats for 2017
 - i. Road signage
 - j. 176th Ave SE/Scenic Hills culvert letter
 - k. Carefree Country Club Variance Request – Township comments required
 - l. Cedar Crest Acres/Oak Crest Estates
 - m. Headwalls – starting point
 - n. Trees – list/motion for amount
 - o. Move to 2 meetings per month
 - p. Payroll/Employees
 10. Treasurer's Reports
 - a. Payment of Warrants
 - b. other
 11. Other
 - a. Get FBI # so 1/3 of fees collected for criminal prosecution in Township comes here? Right now State retains. Board direction?
 - b. Key to disconnect for A/c – see maintenance list
 12. Adjourn
-

Board Members Present: Brian Kolbinger, Brad Wilkening, Luke Babler, Joe Danielson, Jeff Lambert, Lucinda Messman, Tanya Danielson

Staff members present: Kelli Bourgeois - Township attorney, Wes Davis – Township Engineer, Terrance VanderEyck – Township Engineer

Others present: Sgt. Dan Franks - Sherburne County Sheriff's Department, Mark Wimmer, Al Foss representing Hidden Haven Subdivision, Dick and LaVanne Shanks, Mr & Mrs. Vern Smith, Paul and Shirley Kleinwatcher

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

Consent agenda presented. Treasurer's report moved to Treasurers section for discussion. No other movement of items. Consent agenda items approved as follows:

- a. Minutes
 - i. April 17, 2017
 - ii. Road Tour Minutes – April 29, 2017

Motion to approve meeting agenda with the following changes:

- **Move item 6. Residential Concerns, Lavonne Shanks to after item 8. Engineer's report**
- **Insert item 7d. Report on PID inquiry 05-010-1001**
- **Insert item 11c. Snow/Ice Control Contract**
by Babler. Second by Lambert. Motion carried, all voting in favor.

Sheriff's Report

- 180 calls for service
- 76 traffic stops
- 2 Burglary
- 5 Thefts
 - Burglary and thefts from unlocked cars at dwellings.
- Golf carts – board requested Sheriff's opinion on the golf cart ordinance request received at the April meeting from Hidden Haven Subdivisions' Home Owners Association Co-President. Sgt. Franks brought in copies of the statute pertaining to golf carts.
 - These would be motorized vehicles on the roads
 - The Sheriff's department does think it would be a good idea to allow golf carts on township roads. If they are allowed:
 - The board would need to pass an ordinance
 - Insurance and licenses would be required
 - Factory equipment would be necessary (lights/slow vehicle signs/etc.)
 - Maximum time a permit could be issued for is 3 years
 - Yes, DUI's can occur while on golf carts.
 - Q (to Sgt. Franks): What about ATV's? A: there is currently active enforcement on weekends April 1-August 1. They cannot be in the ditches south of highway 95 for the entire state.

Joint Planning Board/Planning Commission Updates

- Wikstrom

**Becker Township Board
Regular Board Meeting
May 15, 2017**

- JPB Recently passed an ordinance that increased the animal unit density allowed in general rural and agriculture zoned districts in the township. For the first 2 acres, 1 animal unit is allowed. After 3 acres, 1 additional animal unit is allowed for each full acre over 2.
 - In General Rural – this caps at 20 animal units with option to apply for a conditional use permit after 20 animal units or to allow a higher Animal Unit density on a parcel.
 - In Agriculture district – there is no cap. There is an option to apply for a higher animal unit density via conditional use permit.
- Animal Unit Calculations are going through a revision process
 - At the Animal Unit Density public hearing, it became clear that our animal unit calculations are very confusion to the general public.
 - Minnesota Department of Agriculture Calculations are recommended. Ex: 1 AU on this chart = 1 regular size horse. Animal units are broken into 1,000 pound units. The Planning Commission recommended adoption of this chart last week.
- Cheryl and Russell Elzy have requested a Conditional Use Permit for increased animal unit density at parcel identified as 05-127-1400. Recommendation by the Planning Commission is for 6 animal units on this 5 acre parcel. Concerns from the public hearing were manure storage and removal. There are conditions that have been recommended via TPC RES 2017-09 [full text on file].
- A major extraction Conditional Use Permit is coming next month
- Sanders
 - PID 05-010-1001 has received several more inquiries as to use. The Conditional Use Permit outlines what will work and none of the proposed uses to date comply with current Conditional Use Permit conditions for this legal, non-conforming parcel.

Engineer's Report

- 185th Avenue SE
 - Easements are all in place
 - Waiting for contract documents to be returned before pre-con is scheduled with
 - Utilities
 - Landowners
 - Township
 - Carefree Country Club
 - Rough road advisory signs to be placed – sign contractor will put these up once they are ordered.
 - Construction to commence mid-August
 - Reclaim to occur ASAP after pre-con meeting. Reclaim needs to move up to occur as soon as possible.
 - Q (Supervisor Babler): the 90 degree curve near Glen Johnson/Chad Arthur – will it be taken out? A: past board instructed to have the design done to accommodate the landowner and maintain the trees. We did offer to relocate the trees and landowner did not wish this done. The curves will be softened a bit.
 - Once past the Snake River and Carefree the site distance will improve
 - Q (Supervisor Babler): so the 90 degree curve will remain? A: yes. The past board had no desire to condemn the property and preferred to work with the land owner.

**Becker Township Board
Regular Board Meeting
May 15, 2017**

- Mr. Shanks commented that the potholes are really bad on this road
 - Mailboxes will be replaced when the project is complete – clerk to send notice to homeowners.
 - **Motion to pay \$600 in damages to Chad Arthur by Lambert. Second by Wilkening. Motion carried, all voting in favor.**
- Brushing/Mowing/Tree Removal
 - Staking to take place the 17th of this month for Cedar Oaks and the culvert by 17417 170th Street in Cedar Crest.
- Dust Control Estimates presented to the board
 - At this time, all roads listed except Elk River Gardens are to receive dust control applications. Elk River Gardens requires graveling before dust control application. Dust control application will be done after gravel is applied.
 - **Motion to approve J&J Dust Control, New London and application of Calcium Chloride, 38% solution by Wilkening. Second by Lambert.**
 - Mr. Wimmer: Questioned if Road Supervisor (not present at this meeting) had issue with J & J's work last year. Chair: it was a mix issue that has been worked out.
 - **Motion carried, all voting in favor.**
- Gravel quotes presented
 - Elk River Gardens – 4” gravel needed. Between Garden Grove Road and Georgia Circle.
 - Comment: this road requires gravel almost annually
 - Estimated Cost: \$18,825
 - 112th Culvert at Snake River
 - 18” centerline culvert recommended. Map shows sandy loam. Engineer believes this is talmune lome. Q: will this alleviate issues? A: small centerline culvert should relieve the water that is gathering at the home on the hill
 - Estimated Cost: \$19,875
 - 82nd Street Culvert – County Ditch 19, Branch 8. Significant scouring is occurring. Rip Rap recommended with Geotextile filter.
 - Estimated Cost \$3,960.00
 - 112th Street – 66” culvert on Snake River. Serious deterioration – this culvert will fail soon. Formal estimate to be expected tomorrow. Rough estimate on the spot –
 - 8’x4’ box culvert @ length, with apron, gasket and ties \$20,000
 - Rough estimate around 30-35,000 for installation
 - Normally, this culvert alone would run over \$50,000. Using a factory ‘second’ culvert for this low volume road will work. Decision needed this evening to secure the pipe at length necessary.
 - **Motion to purchase pipe from Forterra/Bryan Olson, contact, at the lower cost by Wilkening. Second by Lambert. Motion carried, all voting in favor.**
 - LaVanne Shanks introduced Mr. Vern Smith – Vern Smith farmed the land she and her husband purchased (PID 05-107-3200) at 13691 82nd Street, Becker.
 - Mr. Smith stated the following:
 - See pond by 82nd (overhead of the area viewed showing a pond at 13585 82nd Street). Before the road was blacktopped, Red Pouliot (prior

**Becker Township Board
Regular Board Meeting
May 15, 2017**

Township Supervisor) asked for permission to clean 500 feet of the ditch because the water was too close to the road and it needed to be drained away.

- The ditch went from the pond and down from there. The ditch was dug with Township equipment.
- Mr. Smith believes cleaning the pond would help. When he lived in the area, his water ran away.

(Supervisor Danielson arrived, 7:42 p.m.)

- LaVanne Shanks handed out hand drawn maps (see PID 05-107-3200 for copy of map) and made statements:
 - If it was a cornfield for years, it couldn't have had the water in it that it does now.
 - Water sits in the county ditches and in the road ditches
 - Red Pouliot got permission from landowner (Vern Smith) and dug the ditch
- Chair Kolbinger: For the road tour, the board was informed you believed the issue was coming from the neighbors to the East of your property. Now you are stating it is from the West of your property. A: water starts in the North East corner
- Chair Kolbinger: Have you spoken with the county and asked them to clean the ditch? A: no, but our excavator has contacted them. Excavator is John Herbst (later it was stated that the excavator hasn't contacted the county yet either). Vern Smith had a deal with Red Pouliot.
- Supervisor Danielson: Not sure how to go about having a county ditch cleaned or how to get things started.
- LaVanne Shanks stated that she believes the Township is responsible for the damage on her property. She has spoken with Roger Stradel at the DNR who told her pipes should flow West to East for 05-107-3104 and 05-107-3105.
- Chair Kolbinger: There are two issues
 - First – there is the private ditch – it is not on your property. The township cannot do anything with that.
 - Second – the County Ditch (Ditch 19, branch 10) needs to be addressed. The township does not have jurisdiction over county ditches.
- Mr. Shanks walked the ditch and stated that it is plugged and getting higher and backing up.
 - House at PID 05-107-3104 put in a pole barn and has granite slab steps and a tile coming out and running towards our house.
 - Pond water on PID 05-107-3202 is the highest it has been in 20 years
 - Our 5 acres goes all the way across County Road 127. The County Road is in the wrong spot.
- Chair Kolbinger: Road Supervisor will go out and check that the Township Culverts are not plugged.
- Mrs. Shanks stated she is very frustrated. Between the Township and County, who has the responsibility for cleaning the ditch?
- Chair Kolbinger: We understand, but the township does not have jurisdiction over the ditch.

**Becker Township Board
Regular Board Meeting
May 15, 2017**

Supervisor Reports

- Fire Board – Supervisor Lambert – Purchase required for burn boxes for training. At this time they are not sure where they will be stored. AED's – 8 are being donated. Desire is to get them in good places in the township and city.
- Sherburne County Parks/Trails – Supervisor Danielson - nothing at this time.
- Highway 25 Corridor – Chair Kolbinger – Meeting coming up.
- Road Report – Supervisor Danielson
 - Patches in Wildwood and three others from road tour (2 in Hidden Haven, one in Bridgeview) – continuing forward. Quotes received last month are the same, only additional materials required for the additional three locations. MN Blacktopping out of Sauk Rapids is still the best price.
 - 185th Avenue lots of potholes/complaints. Trying to keep up with filling the holes with class 5. Need to reclaim ASAP.
 - Seal Coat estimates \$25,000
 - Crack Sealing – none this year. Need to match what is in budget (\$50,000).
 - Grading \$25,000
 - Summer road budget?
 - Will determine what will be done for graveling next meeting. Road Supervisor will calculate plan based on budget for gravel.
 - Plan is to do Dust Control ASAP without Elk River Gardens
- Hidden Haven Golf Cart Ordinance Request
 - After hearing Sherburne County Sheriff opinion
 - Appreciate the Homeowners association for wanting to do things the right way
 - Big issue – permits/inspections. Creation of this is out of our area. The sheriff will do enforcement, but believe golf carts on township roads are a bad idea.
 - Town Board will not enact a golf cart ordinance at this time.
 - Q (Hidden Haven Rep): Hidden Haven will not go through because of inspection? Can't the city do it?
 - Wikstrom:
 - Each City/Township has to come up with licensing and such, but also things like medical approval come into play. Materials distributed in the packet [full text in golf cart ordinance file] show that in retirement communities where the speed limits are 25 mph or less work well with golf carts.
 - Based on the size and scope of a Township, staff does not recommend a golf cart ordinance.
 - The development is several miles from the golf course. Safety issues are a concern. Other concerns are that permitting fees normally do not cover the cost of the permit and that the very old and very young often apply for golf cart licensing when unable to be licensed to drive automobiles. Worry about an 11 mph golf cart meeting a 55 mph car.
 - Liability issues also a concern
 - Staff recommends no golf cart ordinance at this time.

**Becker Township Board
Regular Board Meeting
May 15, 2017**

- Mailbox permit discussion
 - These need to be ordered. Road Supervisor to provide clerk phone number to keep about 1 dozen on hand in the basement at this time.

- Road Signs – Supervisor Babler
 - Concern if the Township is getting their money worth when it comes to signs. Are they being done right?
 - Suggest review contract and put tighter guidelines in place. Clerk to pull contract for review at next meeting.
 - Signs are coming down and not being put back up. It shouldn't happen this way.
 - Dumpster at Jeff house is a concern – it shouldn't be located where private citizen could include their own trash. Supervisor Kolbinger: Dumpster at this location was approved at an open meeting.
 - Eyk: Signs comments
 - 2014 inventory put together. Engineers Report was made for Sign Replacement of 2019 deadline.
 - Sign Contractor is following the 911 sequence as indicated on the report.
 - Signs are getting pulled if MUTCD says to pull them. Engineer feels this is occurring in the right order. Currently, it is about 1/3 complete.
 - Chevrons – will not go in unless a new alignment (like 137th Street) is put in place
 - Curve indicator signs – yes, those will go in
 - Supervisors Babler and Danielson: There are no signs on Mallard Drive – need to talk to Jeff
 - Supervisor Danielson – one of the 77th intersections is missing signs. Eilers Road and another are missing signs.
 - Supervisors would like signs replaced at the same time old ones are taken down.
 - Supervisor Lambert – expectations of the Township should be communicated to the Sign Contractor. Engineer and Township Supervisor will do this.

- 176th Avenue Culver Letter
 - Kids are damming the culvert with mud and rip-rap from another area. This can cause damage. Dam has been removed.
 - Clerk to mail letters to entire subdivision of Scenic Hills and Scenic Hills Second Addition as Supervisors suspect kids do not know they shouldn't be doing this.

- Carefree Country Club Variance – Request for Comments [full text on file]
 - Board comment – the location indicated should have no less of a set back than the other homes around.

- Cedar Crest/Oak Crest
 - Cul de sacs – no changes at this time
 - Q (Mr. Kleinwatcher): can he continue to put sand bags on the road surface? A: (Supervisor Danielson): have you adjusted the sod as suggested on the road tour? No
 - Q (Mr. Kleinwatcher): can we build up the pavement with a speed bump or crown at the edge of the driveway?

**Becker Township Board
Regular Board Meeting
May 15, 2017**

- Chair Kolbinger: Can you drop the sod edge as well? A: (Mr. Kleinwatcher) – yes. We just want to keep water from running towards the well
- Supervisor Danielson will look when doing patching of other locations in the township.
- Chair Kolbinger: The sod still needs to be lowered.
- Headwall Issues
 - Clerk directed to start with Bridgeview Township and move from there.
- Trees – **Motion to keep tree removal/brushing at \$5,000 and commence by Wilkening. Second by Babler. Motion carried, all voting in favor.**
 - Brush mower like last year will be used, but it should be done much nicer. Owners are still to do the cleanup themselves.
- Discussion about moving to two meeting per month. Tabled for now.
- Payroll and Employees
 - Treasurer asked: does the office have set hours? Who set them?
 - Clerk set the office hours to let people know when they could stop in without appointment.
 - Board directed clerk to prepare a list of what duties are completed. Include if they are statutory or extra services.
 - Treasurer asked if the City of Becker should do more of the services and if clerk's hours should be paid at what matches online posted hours rather than what is worked. Also, should Deputy Clerk's hours be cut back? 55 were worked this past month, what should they be?
 - Clerk: 12 hours per week is goal for Deputy Clerk, more when clerk is not available to come into the office/attend meetings or during election times. Clerk average now is around 30 hours per week, more during election times. Clerk has no desire to move to full time, but township duties require full time plus some additional, that is why request for deputy clerk working was made.
 - Treasurer: Levy does not have enough money to pay for salaries of the positions as they currently stand. General Fund Levy is \$40,000.
 - Salaries of Clerk and Deputy Clerk at rates above are roughly \$50,000 per year.
 - Assessing cannot change it is approximately \$16,000 of General Fund.
 - Board member salary come out of General Fund – approximately \$6,000 for the 5 Supervisors.
 - Donations come out of General Fund - \$15,000.
 - Membership in the highway 25 coalition cost \$25,000. That is a one-time fee for now.
 - Engineering fees not directly related to roads and Attorney fees also come out of the General Fund.
 - Board directed Treasurer to use current hours of 12 hours per week average for Deputy Clerk and 33 hours per week average for Clerk and draw up appropriate budget and levy requirements for next month.

**Becker Township Board
Regular Board Meeting
May 15, 2017**

- **Motion to pay warrants 13528-13562 and purchase orders 875695-875702 in the amount of \$56,480.93 and void check 13515 by Wilkening. Second by Lambert. Motion carried, 4 voting in favor. Supervisor Danielson abstained as his company submitted an invoice for payment.**
- Q (Supervisor Babler): What is the warrant for gift cards for? A: retirement/appreciation for Supervisors Gary Hammer and Kyle Johnson.
- Q (Supervisor Babler): On the road tour, two engineering fees were charged, why? A: Two engineers were on the road tour, new one has to be trained. Board discussion.

Other Business

- Mark Wimmer stated that the road sweeping this year was much better than in the past. Thank you.
- Clerk stated air conditioner needs new part as indicated on yearly inspection. There is a lock that prevents contractor from replacing. Clerk does not have the key. Supervisor Danielson stated he will be by and cut the lock off.
- Clerk asked for timing on the Snowplow Contract bids and if any revisions were required.
 - Change to a two year contract
 - Handle documents to have a bid opening in July
- Reminder – a joint meeting is scheduled between the Becker Town Board and the Becker City Council to review the Orderly Annexation Agreement for Tuesday, May 23, 2017. Meeting will be held at Becker Town Hall at 6:00 P.M.

**Motion to Adjourn by Wilkening. Second by Danielson. Motion carried, all voting in favor.
Meeting adjourned at 9:23 p.m.**



Brian Kolbinger, Chair



Lucinda Messman, Clerk

**Becker Township Board & Becker City Council
Joint Special Meeting
Agenda – May 23, 2017
6:00 p.m. Held at Becker Township Hall**



1. Call to order
 2. Verification of quorum of both the Becker Town Board and the Becker City Council
 3. Discussion regarding orderly annexation agreement and plan for moving forward
 4. Adjourn
-

White copy – current Orderly Annexation Agreement

Green Copy – version from Town Board meeting

Yellow Copy – version from City of Becker

Town Board Members Present: Brian Kolbinger, Brad Wilkening, Luke Babler, Joe Danielson (6:18 pm), Jeff Lambert, Lucinda Messman

City Council Members Present: Tracy Bertram, Lori Keller, Rick Hendrickson, Mike Doering, Todd Hanrahan.

City Staff members present: Greg Pruszinske – City Administrator, Marie Pflipsen – Community Development Director, Jacob Sanders – City Planner

Township Staff Present: Kelli Bourgeois - Township attorney, Ben Wikstrom – Township Planner

Others Present: John Basol (6:07 pm)

Call to order 6:03 p.m. by Supervisor Wilkening, moderator for the meeting.

Quorum for both Town Board and City Council verified.

Attorney Bourgeois reviewed the reason for the meeting and reviewed the Orderly Annexation Agreement (OAA) with all present.

- Current agreement to expire 12/31/2017
- Main purpose of this meeting – discussion of how to handle joint roads
- City Attorney and Township Attorney have reviewed the draft documents distributed [full text on file]
- Original OAA was entered into when development was booming. The crash occurred and now roads around Fossum Fields are a concern.
- Since the edits began on this document, there have been changes in the makeup of the Town Board.

Discussion

- Councilman Hendrickson commented that Item 7 dealing with revenue sharing, was originally required by statute, is no longer required, but City is fine with keeping this in the agreement.
- Supervisor Kolbinger commented on item 10c, this is new language to get this discussion going, correct? What is the intent?
- Supervisor Wilkening reviewed estimates provided to bring roads to township standards vs estimates to bring roads to city standards (including curb/gutter/stormwater/sewer).
- Driving factor for this discussion is the 127th Street SE ongoing maintenance complaints
 - Currently
 - City blades with trucks weekly
 - Township blades every third week
 - Chloride treatment expected tomorrow
 - Supervisor Danielson suggested application of dust suppression material twice this season.
- Mayor Bertram asked if development starts booming again, would this agreement need to be reopened? Attorney Bourgeois – no, this document just holds both bodies to the basic agreement. The Town and City can make other agreements for road maintenance as needed/desired.
- Pruszinske expressed concern due to traffic volume on 127th Street SE. While this is a factor, it really isn't a large concern.
- Councilwoman Keller asked how Fossum Fields and Elk Wynd Creek maintenance was handled prior to annexation. Attorney Bourgeois will review the annexation documents for these two developments as this OAA was not in place at that time.

Becker Township Board/Becker City Council
Special Joint Meeting
May 23, 2017

- Pflipsen commented that additional language that states if one side is annexed by city, maintenance would be 50/50 split and if both sides are annexed the maintenance would become fully city.

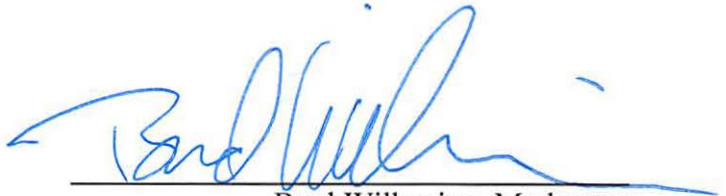
Final decisions

- Item 10c has been removed
- Both Township and City feel things would be better off without a specific timeline for improvement of the roads.
- Attorney Bourgeois will change the language for item 10B as discussed

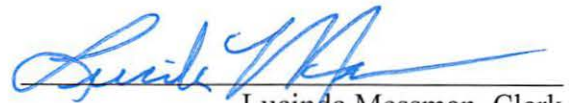
Joint Powers Agreement (JPA) also exists. It handles staffing and other issues. Once this OAA is complete, the JPA can be edited as necessary and approved by the Board and Council respectively.

From this point, once the revised language for item 10b is completed, both entities will need to approve the OAA. It needs to be completed by December.

Meeting adjourned at 6:55 p.m.



Brad Wilkening, Moderator



Lucinda Messman, Clerk

**Becker Township Board Regular Meeting
Tentative Agenda –June 19, 2017**



1. Call to order
2. Verification of quorum
3. Consent Agenda
 - a. Minutes for approval – May 2017
 - b. Minutes for approval – Special Joint Township/City meeting – May 23, 2017
 - c. Snow contract approval
 - d. Population and household estimates approval
 - e. Tobacco Licenses Board Chair to sign– approval as submitted (if comments needed, pull from CA)
4. Approval of Regular Agenda
5. Sheriff's report
6. Residential Concerns/open forum.
 - a. Robert & Marcia Anderson/US SiteWork Road Use Agreement (working with Engineer Nick Anderson)
 - b. Chris Monroe, Hidden Haven – Retaining Wall (working with Engineer Wes Davis)
 - c. LaVanne Shanks – plus others
 - d. other
7. TPC/JPB Updates
 - a. US SiteWork IUP
 - b. Fee Schedule –board direction necessary
 - c. Enforcement activity (greenhouse)
 - d. Joint RFP with City of Becker – Building Inspection Services – Jacob Sanders
 - e. Other
8. Engineer's Report – Wes Davis
 - a. 185th Avenue update /Contract status
 - b. Garden Grove Road/Elk River Gardens gravel – Open Quotes
 - c. 112th Street culverts
 - i. 18" Centerline one
 - ii. 8'x4' Box culvert
 - d. 82nd Street Culvert
 - e. Signing Policy Updates/Status
9. Supervisors
 - a. Fire board
 - b. Sherburne County Parks, Trails & Active Living
 - c. Highway 25 Corridor
 - d. Sign Contract Review
 - e. Gravel roads – quite a few calls coming in about poor grading
 - f. Road Report
 - i. Seal Coats – any this year?
 - ii. Brushing/Tree removal schedule
 - g. Mailbox stands - # to keep on hand
 - h. Headwall letters
 - i. Move to 2 meetings per month

- 3
- j. Orderly annexation agreement
 - k. Appointment to Town Planning Commission
 - l. MATIT – remain with replacement value coverage?
10. Treasurer's Reports
- a. Treasurer's Report
 - b. Payment of Warrants
 - c. Budget information – payroll/employees
 - d. Electronic Funds information from MAT
 - i. Efts for July pre-approval (motion required)
 - ii. PERA
 - iii. City of Becker water/sewer
 - iv. Midco
 - v. Ace Disposal
 - vi. All debit card purchases require board pre-approval. How to handle postage and other such items that arise? Issue
11. Other
- a. Board expectations for Engineering firm, Sign Contractor
 - b. Board expectations (beyond statutory) clerk/deputy clerk
 - c. Laserfische 2nd Twp license
 - d. Easement dates for 185th (move to 185th discussion)
 - e. Summer short course training
12. Adjourn
-

Board Members Present: Brian Kolbinger, Brad Wilkening, Luke Babler, Joe Danielson, Jeff Lambert, Lucinda Messman, Tanya Danielson

Staff members present: Kelli Bourgeois - Township attorney, Wes Davis – Township Engineer, Nick Anderson – Township Engineer, Jacob Sanders – City of Becker Planner

Others present: Sgt. Dan Franks - Sherburne County Sheriff's Department, LaVanne and Richard Shanks, Chris Monroe, John Herbst, + 2 others in attendance

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

Consent agenda presented. Item 3c, Snow Contract approval moved out of consent agenda. **Motion to approve consent agenda after changes by Danielson. Second by Babler. Motion carried, unanimous.**

- a. Minutes from Regular Board meeting May 2017 approved as distributed.
- b. Minutes from Road Tour April 29, 2017 approved as distributed.
- c. Population and household estimates approved as distributed by the Minnesota State Demographer, no challenge necessary.
- d. Review of Tobacco License applications sent by Sherburne County with request for comments and Town Board Chair signature approved. No comments necessary.

Motion to approve meeting agenda with the following changes:

- **Move Snow contract to first order of business after agenda approval**
- **Move Sign contractor to engineering section**
- **Strike Item 9j: orderly annexation agreement**
- **Strike Item 9k: Appointment to Town Planning Commission**
by Lambert. Second by Danielson. Motion carried, unanimous.

Snowplow Contract

Motion to use the same forms/documentation for the snow and ice control contract as last year. The only edit is that this is going out as a bid request for a two year term by Wilkening. Second by Danielson. Motion carried, unanimous.

Sheriff's Report

- 190 calls for service
- 98 traffic stops
- 5 Thefts. Thefts are continuing
 - Burglary and thefts from unlocked cars at dwellings. Reminder to residents to lock their vehicles.

Residential Open Forum

- Chris Monroe, 15787 103rd Str, SE – Hidden Haven Subdivision.
 - Request to incorporate landscaping into property line/Township drainage and utility easement. Photos viewed, there is a large slope between the two homes.
 - Would like 2 rock retaining walls. Goal is to have the wall in the 6' drainage and utility easement and have neighbor grade their area to make things match up.
 - Understands first the homeowners association needs to approve, then the Town Board, then he can apply for a building permit.

Becker Township Board
Regular Board Meeting
June 19, 2017

- Engineer Davis
 - Sent letter to Township Supervisors (full text on file) listing out several options the board could take.
 - Recommends the retaining wall be built outside the easement. If the Board wishes to allow the retaining wall to be placed in the easement, a survey is recommended as well as a liability form alleviating the Township from any liability in case a utility contractor needs to use the easement and needs to remove the structure.
- This site was viewed by Township Supervisors while on the road tour. Concern that if the retaining wall is allowed in the easement and a utility company would need to come in later and remove the wall, what would happen. Supervisors do not wish to have the Township responsible for replacing the retaining wall. Vacating the easement is not ideal. Supervisors would prefer a hold harmless type of agreement/license that allows the retaining wall and stipulates that in case it would need to be removed in the future, the homeowner(s) are responsible for that cost – Not the Township.
- **Motion to approve the retaining wall structure being located in the Township's drainage and utility easement; and authorizing staff members to work with the property owner(s) for a license/hold harmless agreement; and no building permit is to be granted until the Township Engineer is satisfied that the submitted design would be appropriate; and that the license/hold harmless agreement has been executed by all parties involved by Wilkening. Second by Danielson. Motion carried, unanimous.**
- LaVanne & Richard Shanks [full text of submitted documents on file PID 05-107-3200]
 - Mrs. Shanks reviewed the 6 page document she prepared and distributed to the board. Included were minutes from 1983 where the property owner at that time gave permission for the township to dig a ditch.
 - Over the last 4 years, there have been changes in the water levels at their property due to ditch near her property.
 - County attorney told her this is not a county ditch.
 - She is concerned with ditch maintenance as they have trees dying and their deck is having heaving issues. Photos are with documentation.
 - Neighbors have standing water in their yards.
 - John Herbst, Herbst Excavating was here to speak for what he has seen on her property.
 - He built their basement in 1991. In 1992 he had a 6 foot separation between water levels and their basement. The water levels have come up and this is creating an issue for the deck. When it freezes, the deck poles rise up. The increased water levels is creating issues for them.
 - There is a 4 wheeler path that is not holding water up but it does have 2 feet of fall.
 - He suspects other neighbors will be impacted by this as well.
 - There is no culvert by the pond on neighbor's property to the West.
 - Supervisors asked who spoke with Mike, the Sherburne County Ditch Technician
 - Mrs. Shanks emailed with Michael Lindenau, Ditch and Drainage Technician for Sherburne County and stated he wondered if something was backing things up.
 - She asked who has responsibility for the ditches. Town Supervisors replied that it is a private ditch. The township does not own it and has no jurisdiction.

**Becker Township Board
Regular Board Meeting
June 19, 2017**

- Township Engineer Davis has spoken with Mike and said the County noted that the County ditch ends south of the property and that the remaining ditch north is private. The homeowner is the responsible party for that portion.
- Township Supervisors – The Township doesn't have control of the ditch, it is private property. There is nothing the township can do because it is a private ditch. The homeowners around could get together and clean the ditch out.
- Township Attorney – there is no easement or legal authorization here. The Township cannot go onto private property to fix this.
- Mrs. Shanks stated she was very disappointed that the Township dug the ditch and now because it has not been maintained it is backing up and ruining yards and houses.

Joint Planning Board/Planning Commission Updates

- Wikstrom
 - US SiteWork has applied for an Interim Use Permit to mine clay from a site on 82nd Street SE. One of the conditions is having a road use agreement with the Township. That is here for review at this time. Township Engineer's Davis and Anderson has met with US SiteWork and photographed the proposed route and the alternate route.
 - Road Use Agreement (RUA) is needed for an IUP with US SiteWork excavation. As outlined, current road work would use 82nd Str SE, and head to CR 23.
 - Supervisors discussed RUA and options. Supervisor Danielson asked about City agreement. Sanders stated that it is being worked on at this time and the city would prefer they not use CR 23 as it goes directly through the city.
 - If the City of Becker prefers their RUA to use CR 11 rather than CR 23, impacted Township roads would be
 - 82nd Str SE
 - 163rd Ave SE
 - 77th Str SE
 - Township would have no issue with those roads being used as long as the restoration indicated in the RUA is followed.
 - **Motion to approve the Road Use Agreement using the 82nd Street SE option described and if it needs to adjust after coming to agreement with the City of Becker, authorization is granted to make the change to the alternate route of 82nd Street SE, 163rd Ave SE, 77th Str SE. All other restrictions noted in the agreement are to remain the same by Wilkening. Second by Danielson. Motion carried, unanimous.**
 - Final determination regarding the IUP will occur at the Joint Planning Board meeting next week.
- Other - Messman
 - Fee Schedule
 - Town Board policy has always been to maintain fees at a level equal to or less than those on the Sherburne County Fee Schedule. A yearly check revealed the Township rates are lower for many types of permits. There is one area where the Township is higher by \$0.50. The base level of building permit fees (buildings less than \$1,000 value).
 - Township Supervisors consensus is to leave as is for now and keep an eye on things.

**Becker Township Board
Regular Board Meeting
June 19, 2017**

- Notice of Violation Update – 11911 180th Ave SE, Violation notice sent due to oversize accessory structure. At this time owner has stated wish to come into compliance and stated no business is running out of the location. Working with staff at this time. Joint Planning will hear status update at that meeting.
- Joint RFP with City of Becker for Inspection Services – Sanders
 - Will send if Town Board approves.
 - 2009 was the last time an RFP was sent out.
 - It is time to review prices to see if the rates we are getting are competitive.
 - Attorney Bourgeois reminded board that if this action takes place, our current inspection provider can chance their pricing. Not an issue, just wanted to be sure the board understands. There are at least two viable options in this area.
 - **Motion to send out an RFP for Inspection services by Wilkening. Second by Danielson. Motion carried, unanimous.**

Engineer's Report

- 185th Avenue SE
 - Contract documents came back today. Pre-Con will be scheduled ASAP. Additional invitees are Carefree Country Club representative and Glen Johnson. Both have asked to be included in these meetings.
- 82nd Street Culvert
 - Rip Rap and slope work are needed. How does the board wish to handle this?
 - **Motion to proceed with repair not to exceed \$10,000 in total cost and obtain more than one quote by Wilkening. Second by Babler. Motion carried, unanimous.**
- Garden Grove – three quotes received.

Name of Provider	Knife River	M.L. Schendzielos	Wruck Excavating
Quote	\$ 22,339.00	\$ 14,746.25	\$ 18,574.00
Bid Bond Present	Yes	Yes	Yes
Responsible Contractor Form present	Yes	Yes	No

- **Motion to award project to M.L. Schendzielos upon engineer review and verification of quantities by Danielson. Second by Lambert. Motion carried, unanimous.**
- Engineer Nick Anderson was introduced. He will be helping Engineer Davis with some projects.
 - 112th Street Box Culvert
 - Early next week final estimates should be ready
 - DNR Permit should be here by end of July
 - Army Corps of Engineers need to review
 - This is a listed Trout Stream, so 9/15/2017 deadline exists
 - 112th Street 18" centerline culvert
 - Soil borings are in – Engineer Anderson isn't convinced that a culvert is needed. Feels that some ditch cleaning would alleviate the issue.
 - Will have preliminary design ready for next meeting.
 - Signing
 - 90% of what is set should be fine.
 - Policy is needed to address corners that are greater than 30 mph
 - Distributed statute with portions highlighted that pertain to the Township [full text on file: signing]

**Becker Township Board
Regular Board Meeting
June 19, 2017**

- In order to get 35 mph roads, they need to be designated. Clerk to see if this has been done.
- 25 mph signs are being removed to comply with statute.
- Recommendation:
 - Consider a policy to take down all signs where posted speed limits are 30 mph or less
 - If speed greater than 30 mph, use curve signs
- Current plan can be used, just amend.
- Board consensus – Engineer to prepare a draft policy for next month. Combine existing with revisions. Draft and get to clerk with recommendations included.
- Board will still need to decide on the chevron issue. Can be done next month after reviewing draft policy.

Jeff Peterson, Sign/maintenance contractor

- It has been brought to his attention that someone wondered about his work and the dumpster at his location. He would like to know of any concerns.
- Board Chair asked if the dumpster is working well
 - Yes. It is much better than allowing the trash to sit around and build up until the yearly clean-up days. Company rep stated there would not be any extra fees for anything and he and clerk have been watching. So far there haven't been any extra fees charged.
- Missing sign by Eilers – sign was stolen and replacement has been ordered
- Highlighted method of replacing road signs to comply with federal standards – From NW to SE. Still on track to be done by mid 2018.
- He has been waiting on some of the Slow, Children at Play, and Speed limit signs – does the board want the posts removed as well? Township directed him to leave those signs alone until the board determines the speed limit issue.
- Which to use – Dead End or No Outlet? No Outlet should be used.
- Board has no other concerns.

Supervisor Reports

- Fire Board – Meets next week
- Sherburne County Parks/Trails – Meets later this week
- Highway 25 Corridor – Chair Kolbinger – Meets later this week
- Roads – Supervisor Danielson
 - Gravel Roads – grading has had some issues.
 - Contractor asked why more roads do not receive dust control applications?
 - Seal Coats – none will be done this year
 - Brushing/Tree Removal has started. Supervisor Danielson has dealt with people on the list from clerk who wished to be contacted. Trees to be cut/ground/seeded are on track.
 - Ditch mowing – should it be done now? Board: Yes
 - Patching looks good in Hidden Haven. Only 1 of those done as other is settling.
 - Cedar trees by Bandstand/Gazebo cause issues. **Motion to remove the two cedar trees by the bandstand/gazebo by Kolbinger. Second by Babler. Motion carried,**
- Mailbox Stands – Clerk can order and store in Town Hall basement and have available for residents. Cost? \$70. Prior to ordering, clerk to verify that sign post in ground that mounts the entire thing is included.

**Becker Township Board
Regular Board Meeting
June 19, 2017**

- Headwalls – clerk needs compliance date for letters – Board consensus of November 1, 2017. Starting with Bridgeview Development.
- MATIT (insurance) asked if Township wishes to maintain replacement cost or wants to use a different number for physical structure(s). It has been at replacement cost. Board Consensus – leave at replacement cost.
 - Treasurer asked: does the office have set hours? Who set them?
 - Clerk set the office hours to let people know when they could stop in without appointment.
 - Board directed clerk to prepare a list of what duties are completed. Include if they are statutory or extra services.
 - Treasurer asked if the City of Becker should do more of the services and if clerk’s hours should be paid at what matches online posted hours rather than what is worked. Also, should Deputy Clerk’s hours be cut back? 55 were worked this past month, what should they be?
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 - Treasurer: Levy does not have enough money to pay for salaries of the positions as they currently stand. General Fund Levy is \$40,000.
 - Salaries of Clerk and Deputy Clerk at rates above are roughly \$50,000 per year.
 - Assessing cannot change it is approximately \$16,000 of General Fund.
 - Board member salary come out of General Fund – approximately \$6,000 for the 5 Supervisors.
 - Donations come out of General Fund - \$15,000.
 - Membership in the highway 25 coalition cost \$25,000. That is a one-time fee for now.
 - Engineering fees not directly related to roads and Attorney fees also come out of the General Fund.
 - Board directed Treasurer to use current hours of 12 hours per week average for Deputy Clerk and 33 hours per week average for Clerk and draw up appropriate budget and levy requirements for next month.

Other

- Treasurer feels one way to help manage the budget would be to change the clerk, deputy clerk and treasurer to straight hourly rates rather than meeting fees as they receive now. **Motion to change clerk, deputy clerk and treasurer rates to straight hourly and no longer pay meeting rates by Danielson. Second by Babler. Motion carried, unanimous.**
- Electronic payments statutes have changed. They require prior approval by the town board before they can be paid or need to be at a contracted rate. They will now go into the consent agenda for approval for the following month. **Motion to follow this process by Wilkening. Second by Babler. Motion carried, unanimous.**

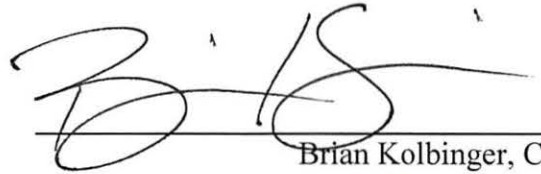
Becker Township Board
Regular Board Meeting
June 19, 2017

- Engineering Firm – last month it was determined that the Township does not have a set standard for the number of engineers that will be paid to attend meetings. **Motion to approve two engineers at meetings when needed/expected and approve payment of invoice 7108 that was in question last month by Wilkening. Second by Babler. Motion carried, unanimous.** Treasurer stated invoice will be paid with July claims.
- Clerk/Deputy Clerk hours to remain where they are at this time.
- Contractors – how much road detail is required for payment of claims? Clerk stated that best practice is to have the roads listed that receive the work in order to show work deemed necessary at road tour has been completed and prove township roads have been properly maintained to protect the Town in the event of a legal claim. This has been the practice since at least the mid 1980's. It is also listed in the current contract that it will be provided. Board Consensus to keep detail at this time.

Treasurer's Report

- **Motion to pay warrants 13563-13594 and purchase orders 875703-875709 and void purchase order 875704 in the amount of \$98,873.82 by Danielson. Second by Wilkening.**

Motion to Adjourn by Danielson. Meeting adjourned at 9:20 p.m.



Brian Kolbinger, Chair



Lucinda Messman, Clerk

Becker Township Board Regular Meeting
Tentative Agenda –July 17, 2017

The Joint Fire Board meeting is tonight at 8:00 p.m. in this building. At 8 pm the Town Board will recess for the Fire Board, then resume at the conclusion of the Fire Board meeting.

Bid openings will be as close to scheduled time as possible. They will not be earlier, but may be a few minutes late.

1. Call to order
 2. Verification of quorum
 3. Consent Agenda
 - a. Minutes for approval – June 2017
 - b. Approval for upcoming EFT's
 4. Approval of Regular Agenda
 5. Sheriff's report
 - a. Wildwood Speeding Complaint
 6. Residential Concerns/open forum.
 - a. Jeremy Monnier – Secondary Access Permit Application
 - b. Carol Rushford – drainage easement
 - c. Carefree – Variance Request
 - d. Ben Miller – Headwall
 - e. Jennifer Axelton - Headwall
 7. ***BID OPENING – 2017-2019 Snow and Ice Control Contract***
 8. TPC/JPB Updates
 9. Engineer's Report – Wes Davis
 - a. ***BID OPENING – 82nd street***
 - b. 185th Avenue update
 - c. Garden Grove Road/Elk River Gardens gravel
 - d. 112th Street culverts
 - i. 18" Centerline one
 - ii. 8'x4' Box culvert
 - e. Signing Policy Updates/Status
 10. Supervisors
 - a. Fire board – none. Meeting at 8 pm this evening.
 - b. Sherburne County Parks, Trails & Active Living -
 - c. Highway 25 Corridor
 - d. Road Report
 11. Treasurer's Reports
 - a. Treasurer's Report
 - b. Payment of Warrants
 - c. Budget information – payroll/employees
 12. Other
 - a. Horse feces in Scenic Hills and Aspen Ridge
 - b. Board expectations clerk/deputy clerk
 13. Adjourn
-

Board Members Present: Brian Kolbinger, Brad Wilkening, Joe Danielson, Jeff Lambert, Lucinda Messman

Absent: Luke Babler, Tanya Danielson

Staff members present: Kelli Bourgeois - Township attorney, Wes Davis – Township Engineer, Nick Anderson – Township Engineer, Jacob Sanders – City of Becker Planner, Marilyn Danielson – City of Becker Deputy Clerk

Others present: Sgt. Dan Frank - Sherburne County Sheriff's Department, Bill Morgan – Citizen Tribune, Carol & Robert Rushford, David Goodin, Richard & Jennifer Axelson, Lisa Senger – Realtor for Clemens Tabako, Andy Tabako, Joel Anderson, Ryan Rould, Bev Miller, Andrew Stach, Carmen Wilson, Jeremy Monnier, Lori Keller – Becker City Council, Greg Pruszinske – City of Becker

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

Consent agenda presented. **Motion to approve consent agenda by Wilkening. Second by Lambert. Motion carried, unanimous.**

- a. Minutes from Regular Board meeting June 2017 approved as distributed.
- b. Payment of the following bills via automatic payment:
 - i. City of Becker water/sewer bill
 - ii. PERA
 - iii. Xcel Energy
 - iv. Ace Disposal
 - v. Midco Business (phone/internet)

Motion to approve meeting agenda with the following changes:

- **Add item for TPC Appointment by Lambert. Second by Danielson. Motion carried, unanimous.**

Sheriff's Report

- 174 calls for service
- 66 traffic stops
- 60 complaints – extra patrols are going through Wildwood Acres.
- Fraud is still an issue.

Town Planning Commission Appointment of Tim Peterson: **Motion to approve RESOLUTION 2017-11: Resolution Appointing Members To The Town Planning Commission by Wilkening. Second by Danielson. Motion carried, unanimous.**

Residential Open Forum

- Carol Rushford/Clemens (Andy) Tabako – Boundary line issue
 - Homes built prior to Township Planning & Zoning
 - Deck from one encroaches onto neighboring property.
 - Homeowners (and realtors) here to find out what options exist to remedy this situation?
 - Attorney Bourgeois pointed out to the board and homeowners that the house to the north is also in the drainage easement – this is another issue to be aware of when evaluating alternatives. Best alternative is a boundary line adjustment including a vacation of drainage easements and new easements granted to township.

Becker Township Board
Regular Board Meeting
July 17, 2017

- Certificate of Survey necessary, dedication of new easement, vacation of old easements.
- Both properties need to stay at 2.5 acres and follow all other zoning regulations if a boundary adjustment is to be done.
- Property owners willing to work together, clerk provided with easement vacation and boundary line adjustment forms.
- Jeremy Monnier – Secondary Access Request
 - Driveway is 6' from Eastern Property Line. Secondary access to be approximately 12' wide with wings on edges to 22' wide.
 - Culvert – determination to be made by Township Engineer when viewed.
 - **Motion to approve secondary access permit application after approval by Township Engineer by Wilkening. Second by Danielson. Motion carried, unanimous.**
- Carefree Country Club Variance Request
 - Site #748 is requesting a 30' variance in setback from the Ordinary High Water Level of Fredricks Slough for a campsite.
 - Required setback is 150' - campsite will be 120' from the OHWL of Fredricks Slough.
 - Board consensus to send favorable comment. Keep things in line with other locations there (this would be).
- Ben Miller – Headwall
 - What does the Township consider a headwall? What is the definition as he could not locate one in current code.
 - No dispute as to Right of Way – Contending his is not a headwall. He is looking for guidance as he doesn't feel his situation fits this statute.
 - Requests some type of allowance for side slopes made of the same material as driveway.
 - Numerous people in our development have received these. Homes have been around as many as 17 years. Why enforce now?
 - MN §160-2715 Headwalls are prohibited.
 - Can there be a hold harmless agreement to keep liability on the homeowner? Attorney Bourgeois: No.
- Jennifer Axelson – Headwall
 - Why is this an issue now? It hasn't been in the past.
 - Their headwall is 13' from the road and level with the driveway.
 - If ROW is 66' wide, does it mean others can come use our land in that area? Township Attorney: No
 - What is wrong with their setup and why is this being enforced now?
 - Any chance of being grandfathered in?
- Carmen Wilson – Headwall
 - Had she known this was not in compliance, she would not have just closed on the home.
 - She closed last year and the title stated everything was free and clear.
 - Driveway and headwalls were built in 2001 and nothing was ever noted.
- Town Board
 - Chair Kolbinger: Main piece of this gets to liability and township concerns. It was brought to our attention that this is a liability on the Township and we cannot leave the Township exposed. The letter sent to homeowners is based on statute. There is no grandfathering in. This is a real liability issue for the township.
 - Headwalls are encroachment onto Township property, not onto private property.

**Becker Township Board
Regular Board Meeting
July 17, 2017**

- Supervisor Wilkening: If we know an obstruction is there and we do not do something to have it removed, the township is at fault and we have an issue. Slopes need to be installed so that cars coming off the road can go up and over the driveways rather than being stopped by them.
- Engineer Anderson: Statute requires townships to keep the right of ways clear of obstructions. This is never an issue until lawsuits occur. Township Ordinance states that headwalls are not permitted.
- Attorney Bourgeois: Standard accepted definition of a headwall: means rock, concrete, masonry, metal, timber, or other similar materials placed on the sides of an approach as support, to prevent erosion, or for decorative purposes.
- In platted subdivisions like this (Bridge View), the Township owns title to the land at a full 60' or 66' width (couldn't remember Bridge View's off top of head), therefore it is the Townships responsibility to keep the Right of Way clear.
- Engineer Davis: a headwall is cast in place.
- Township standard side slope is 3:1, Approach is 4:1
- Supervisor Danielson: With clear zone statute, it gets down to liability. If something is within the 33' from centerline of the township road, it is in the township right of way.
- Engineer Anderson: it is public right of way. Snowmobiles use public right of ways in the area, not in this particular case, but many areas of the township they do.
- Attorney Bourgeois: The Township is now on notice of the obstructions so it could be found liable if it do not enforce this statute.

Motion to recess Town Board meeting to allow Annual Fire Board Joint Board meeting at 8:00 p.m. by Danielson. Second by Wilkening. Motion carried, unanimous.

Chair Kolbinger called the recessed Town Board meeting to order at 8:12 p.m.

Town Planning Commission/Joint Planning Board Update

- Town Planning cancelled for July.
- Joint Planning will be doing final review for Orderly Annexation Agreement and Joint Powers Agreement prior to the Town Board and City Council adopting the documents.

Snowplow Bids Opened

	Wruck	JME	Prescription Landscape	M.L. Schendzielos
Plow Trucks	70/70/70/70	106/106/106	200/200/90/90/90	100/100/95/95
Salt/Sand 20% while plowing	60	114	220	100
20% w/out plowing	65	114	295	105
50% while plowing	95	139	220	150
50% w/out plowing	95	139	295	155
100% salt while plow	135	171	220	200
100% salt w/out plow	135	171	275	205
Motor Grader	95	None		120/140

Motion to grant preliminary award, subject to verification of numbers/equipment to Wruck Excavating by Lambert. Second by Danielson. Motion carried, unanimous.

Becker Township Board
Regular Board Meeting
July 17, 2017

Supervisors Wilkening and Danielson appointed to review the bid documents and verify award next month.

Engineer's Report

- 82nd street quote opening

Bidder	Wruck	Imholte	Schendzielos
Amount	4,341.40	4,900.00	3,038.00
Responsible Contractor Form	No	No	Yes
Bid Bond	Yes	Coming	Yes

- **Motion to award to M.L. Schendzielos & Sons pending verification of quantities by engineer by Kolbinger. Second by Danielson. Motion carried, unanimous.**
- Garden Grove Road
 - Overlaid with gravel
 - Contractor tied in the driveways
 - **Motion to pay \$14,158.75 by Danielson. Second by Wilkening. Motion carried, unanimous.**
- 185th Avenue
 - Chad Kramer (co-owner) passed away. They are planning to keep schedules on track. 9/11/17 start date.
- 112th Culvert Box
 - Plans ready for next month
 - There will need to be mitigation for wetland impacts – TEP Panel is next Wednesday
 - 12' lane with 4' shoulder will minimize impact
 - Shortening pipe – 17' of 4x8 box culvert pieces left after job
 - Has to be finished by 9/1/17
 - Hoping to expedite through the Army Corps of Engineers. That permit may take long enough to delay until next year. Or possibly scheduling a special meeting if necessary.
 - Cannot ditch to South and West as owner does not want.
- Signing Policy
 - Edits from 2012 document discussed – curves, rural residential, etc.
 - If no speed limit signs, difficult for sheriff to enforce unless traveling at speeds in excess of 55 mph.
 - Corners – if less than 35 mph in residential – need to post. There are 58 curve signs outside Rural Residential
 - Discussions
 - Designate rural residential and put up 35 mph signs?
 - Put up curve signs with speed advisory plaques?
 - Costs of each.
 - Board directed engineers to draft with rural residential, 35 mph signs and curve signs with speed advisory plaques.
 - Board directed clerk to ask Jeff Peterson to attend next Town Board meeting when final signing policy will be determined.

Supervisors Reports

- Fire Board – meeting with budget will occur during break at 8 pm. New truck needs a control valve in the cab. A lot of calls for service the past month.

Becker Township Board
Regular Board Meeting
July 17, 2017

- Trails and Active living – working on Great Norther Trail from Elk River to Princeton
- Highway 25 Corridor – working on transportation study. Lobbying has started. Approved to have \$15,000 of the budget go towards communications.
- Roads
 - 185th Potholes are back – will be handled
 - Chair Kolbinger asked about the status of gravel roads as grading is still not great. Also asked time frame – 1 or 2x per month? In past it was done after every rain.
 - Trees from storm were cleaned up
 - Dust Control gone this year already. Try to do again. Garden Grove needs to be done yet – try to get it done with that
 - Traffic Study being done by City of Becker in conjunction with alternates for Northern Metal Recycling

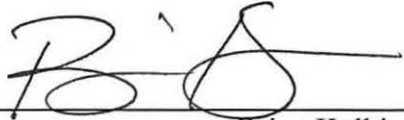
Treasurer's Report

- Chair, Vice-Chair, Treasurer and Clerk to meet to review budget numbers for August Town Board meeting.
- **Motion to pay warrants 13595-13621 and PO's 875710-875716 in the amount of \$65,687.42 by Wilkening. Second by Lambert. Danielson abstained due to billing by his company. Motion Carried 3 for, 0 against, 1 abstained.**

Other

- Clerk asked if the removal of meeting fees was with the intention of lowering wages by approximately \$2,400 for Clerk and \$350 for Treasurer. Board answered yes, that was their intent and they will give thought for a minimum rate for meetings next time.

Meeting adjourned at 9:22 pm



Brian Kolbinger, Chair



Lucinda Messman, Clerk



Becker Township

Spring 2017 Road Tour Minutes

Approved May 15, 2017

A handwritten signature in blue ink, appearing to read "B. Kolbinger", written over a horizontal line.

Brian Kolbinger, Chair

A handwritten signature in black ink, appearing to read "Lucinda Messman", written over a horizontal line.

Lucinda Messman, Clerk

Spring 2017 Road Tour Notes

92ND ST SE

Road Surface Gravel

From 157th Ave To CSAH 11

5/5/2017 Tree needs trimming high

Maintenance Reclaimed, 2" W, '15
History

95th Street

Road Surface

From minimum maintenance To

5/5/2017 leave the 2, 9 button signs

Maintenance
History

BIG OAK ESTATES

192ND CT SE

Road Surface 6" CI5,1-1/2" NW, 1

From CSAH 4 To Cul de Sac

5/5/2017 Trees over 6" in clear zone to be removed - looks to be six from entry to cul-de-sac

Maintenance Crackfill '11, Seal Coat '12
History

BRIDGEVIEW

175TH ST SE

Road Surface 6" CI5,1-1/2" NW, 1

From Cul de Sac To Riverview Lane

5/5/2017 16987 sod fix (??? Not sure what this meant)

Maintenance Crackfill '11, Seal Coat '12
History

RIVER VIEW CIR SE

Road Surface 6" CI5,1-1/2" NW, 1

From 170th Str To Cul de Sac

5/5/2017 trees in culvert by powerline. Roots go through culvert and around lines. Electric won't shut down power. Plan to cut and grind down as low as possible. 16920 tree by mailbox has been removed

Maintenance Crackfill '11, Seal Coat '12
History

RIVER VIEW LN SE

Road Surface 6" CI5,1-1/2" NW, 1

From 170th Str To CSAH 11

5/5/2017 172nd and River View @ stop sign needs patch - add to list with others in Wildwood and Hidden Haven

5/5/2017 17157 called re: shoulder repair - looks good right now.

Maintenance Crackfill '11, Seal Coat '12
History

CEDAR CREST ACRES

163RD ST SE

Road Surface Unk

From 172nd Ave To Cul de Sac

5/1/2017 clerk to send letters for brushing/mowing/tree removal in ROW

Maintenance 1-1/2" Overlay, '01, Crackfill, '11, Seal
History Coat '15

166TH ST SE

Road Surface Unk

From 173rd Ave To CR 50

5/1/2017 trimming/brushing - Cedar Crest Acres - clerk to send letters

Maintenance 1-1/2" Overlay, '01, Crackfill, '11, Seal
History Coat '15

Spring 2017 Road Tour Notes

CEDAR OAK ESTATES

169TH AVE SE

Road Surface Unk		Maintenance	1-1/2" Overlay, '04, Crackfill, '11, Seal
From CSAH 11	To Cul de Sac	History	Coat '15

5/1/2017 Looks good where brushed last year. More brushing needed. 16843, 16723, 16708 or 16728 need letters regarding trees in row. Cedar trees need to go. 16708 may or may not, need to stake to know if in ROW - Eyk to handle. Sign repair needed for all signs.

ELK RIVER GARDENS

GARDEN GROVE RD SE

Road Surface Gravel		Maintenance	
From CR 73	To Peggy Place	History	

5/1/2017 dust control for this year. Estimate needed by next meeting (May 15)

5/5/2017 12758 large tree needs cleanup. Road needs gravel over entire section. Eyk to prep quote

ENCHANTED THICKET

168TH AVE SE

Road Surface 6" CI5, 1-1/2" NW, 1		Maintenance	Crackfill '11, Seal Coat '12
From CSAH 4	To Cul de Sac	History	

5/1/2017 17001 Cul-De Sac (photos attached) Took photos of sand bags on road. Sod is several inches higher than the driveway - suspect that is part of cause. 17380 has large rocks at end of driveway creating a hazard. 17001, 17065, 17090, 17014 need new fire signs.

Half City

122ND ST SE

Road Surface Gravel		Maintenance	
From 150th Ave	To 153rd Ave	History	

5/1/2017 viewed in prep for joint OAA mtg with City. On list for Orderly Annexation Agreement (City/Town road). To move to twp stds approx 74,500.

127TH ST SE

Road Surface Gravel		Maintenance	
From 153rd Ave	To City Limits	History	

5/1/2017 Viewed in prep for OAA mtg with City. To twsp stds approx 140,221. Request to pave came in last week. Stated very bumpy, but it looks very good for a gravel road.

150TH AVE SE

Road Surface Gravel		Maintenance	
From 122nd Str	To CSAH 24	History	

5/1/2017 viewed in prep for joint OAA mtg with City. Estimate of 40,500 to bring to twp paved stds

153RD AVE SE

Road Surface Gravel		Maintenance	
From 127th Str	To Corp Limits	History	

5/1/2017 viewed in prep for joint OAA mtg with City. Estimate of 68,870 to bring to twp paved stds

Spring 2017 Road Tour Notes

HIDDEN HAVEN

100TH ST SE

Road Surface 6" CI5, 2" NW, 1-1/2
From CR 67 To 101st Str Maintenance Crackfill '11
History

5/1/2017 2 Dips noted in road in Hidden Haven. Sink hole. Dip by 15750. Joe to add to list for quotes of fixing other dips by Wildwood area - possibly do all at once.

103RD ST SE

Road Surface 6" CI5, 2" NW, 1-1/2
From 157th Ave To Cul de Sac Maintenance Crackfill '11
History

5/1/2017 15739 shoulder repair noted. Drainage viewed. 15787 103rd has dirt on the cul-de-sac. Clerk to send letter. Brick by mailbox should be changed to be flat with ground as is road hazzard at this point. Make sure they are not filling in their culvert with dirt on road. 15739 103rd viewed - it was staked. Photos attached.

MAJESTIC KNOLL

136TH AVE SE

Road Surface 6" CI5, 1-1/2" NW, 1
From 91st Str To Cul de Sac Maintenance Crackfill '11, Seal Coat '12
History

5/1/2017 checked for plow damage to shoulder. Looks good now. Gouge in corner of pavement.

MAJESTIC PONDS

113TH ST SE

Road Surface 6" CI5, 1-1/2" NW, 1
From 185th Ave To 114th Str Maintenance Crackfill '11, Seal Coat '12
History

5/1/2017 Clerk to send letters that brushing/mowing will be occuring this spring

OAK CREST ESTATES

172ND AVE SE

Road Surface 6" Reclaim, 2" W, '1
From Cul de Sac To 168th Str Maintenance 6" Reclaim, 2" W, '14
History

5/1/2017 looked at cul de sac's butted up to one another. Discussed possibly opening up as road is platted. Would make emergency services better.

174TH AVE SE

Road Surface 6" Reclaim, 2" W, '1
From Cul de Sac To 170th Str Maintenance 6" Reclaim, 2" W, '14
History

5/3/2017 tree in cul-de-sac. Mr. Wimmer questioned if in ROW. Not positive. Township to stake and then cut down if it is in ROW. Grind the stump. Mr. Wimmer stated he would like the wood. There is another on down that may also be in ROW - will check when staked.

Spring 2017 Road Tour Notes

OAKWOOD ESTATES

163RD AVE SE

Road Surface		Maintenance	Seal Coat, '11
From Dead End	To 70th Str	History	
5/1/2017 needs brushing in front of 9 button sign - Jeff			

PEBBLE CREEK NORTH 2nd

GREENVIEW RD SE

Road Surface Unk		Maintenance	Seal Coat, '07, Reclaim, 2" Surf, '13
From 107th Str	To CSAH 23	History	
5/5/2017 viewed ok			

IRONWOOD CIR SE

Road Surface		Maintenance	Seal Coat, '07, Reclaim, 2" Surf, '13
From Greenview Rd	To Cul de Sac	History	
5/5/2017 not viewed			

WILDWOOD ACRES 1ST

OAKWOOD DR SE

Road Surface Unk		Maintenance	1-1/2" Overlay, '04, Crackfill, '11
From Cul de Sac	To 82nd Str	History	
5/5/2017 dips still there not brushed			

Spring 2017 Road Tour Notes

103RD ST SE

Road Surface Unk

From City Limits

To CSAH 23

Maintenance History 1-1/2" Overlay, '02, Crackfill, '11, Reclaim & 2" W '15

5/1/2017 not viewed

107TH ST SE

Road Surface Gravel

From CR 57

To Dead End

Maintenance History

5/1/2017 Jamie reported better since the Class 2 granit was added. The culvert freed up on west side - much better. Overhanging trees need trimming - send letter. County needs to profile ditches to determin end of road.

5/1/2017 9 button is end of road. Need new 9 button.

5/1/2017 Blading - no. Snow removal - yes

112TH ST SE

Road Surface Gravel

From CR 51

To Dead End

Maintenance History

5/1/2017 Road ends at 9 button. Gravel needed. Culvert/pipe appears to be at end of useful life and getting worse. Board wants design by next meeting from Engineer. Also include gravel estimate and state the road for trimming/brushing. Eyk to make recommendation regarding soft spot - gravel? Fabric? Big oaks in Right of way at 17614 - clerk to send letter. Water high and close to going over top of road by 17614 - water in the yard.

117TH ST SE

Road Surface Gravel

From CR 51

To Dead End

Maintenance History

5/1/2017 Needs a new minimum maintenance sign. Sandy and mucky spot. End of road is end of driveway at 17508. Homeowner has mailbox up driveway by house. Snow issue this year as homeowner didn't keep drive clear. Ideally homeowner should move mailbox to end of road as Township only clears to end of driveway.

120TH ST SE

Road Surface Unk

From Dead End

To CSAH 24

Maintenance History CdS built, 2" Surface '13

5/1/2017 Needs brushing/hand trimming. Clerk to send letters. Brushing both sides is required. Cul de sac viewed ok.

128TH AVE SE

Road Surface Gravel

From 82nd Str

To Dead End

Maintenance History

5/1/2017 Not viewed, but entrance looked ok

157TH AVE SE

Road Surface Gravel

From CSAH 4

To 92nd Str

Maintenance History

5/1/2017 needs trimming high and low. Mowing/take brush back to ROW. Clerk to send letters

Spring 2017 Road Tour Notes

163RD AVE SE

Road Surface Gravel
From 82nd Str To 77th Str Maintenance History
5/1/2017 looks ok at pipe

175TH AVE SE

Road Surface Gravel
From Lutz To 67th Str Maintenance History
5/3/2017 needs gravel
5/3/2017 bus turnaround viewed

185TH AVE SE

Road Surface Unk
From CR 73 To CSAH 4 Maintenance Seal Coat '07 History
5/3/2017 road breaking apart. Mail box letters to be sent to residents. Many calls have come into office regarding potholes. Discussion regarding possible rough road signs. Stopped in and talked with Mr. Arthur about easement. Couch, tv, and box noted in ditch. 10760 has a new concrete driveway - across check the culvert (where batch truck rolled). Post this area at lowest speed MN Dot will allow. Utility coordinantion meeting then pre-con meeting.

190TH AVE SE

Road Surface Gravel
From CSAH 16 To Town Line Maintenance History
5/5/2017 Back by 9 button is all sand. 1/2 the road is DNR and they did not want it improved.
5/5/2017 shape up with ditch. Gravel needed - Eyk prep quote/estimate

67TH ST SE

Road Surface Gravel
From CSAH 11 To CR 93 Maintenance 30' Embankment Constructed '99 History
5/5/2017 needs gravel. Attached resolution with Santiago. Calls regarding lack of maintenance and paving possibility. Checked agreement - odd years = Santiago. Even years = Becker. May 1, 2006 was start of agreement.
5/5/2017 East 1/2 of road has road order. Include in brushing/mowing this year.

77TH ST SE

Road Surface Gravel
From Dead End To CR 27 Maintenance History
5/5/2017 2 rod right of way. Brush trees back

82ND ST SE

Road Surface Unk
From TH 25 To CR 127 Maintenance 1-1/2" Overlay, '99, Seal Coat & East History 1400' reclaimed, 2"W, '13
5/5/2017 13691 82nd Str SE called re: wetlands forming on property - what can be done? Town Board - check regarding blockage in wetlands to East, but nothing else Twp can do.
5/5/2017 high brushing needed. West end gravel structure has show through - needs gravel. Eyk suggest leave root mass alone - use rip rap fabric on top and secure. This is at county ditch. Eyk will prep estimate. Check on ROW to remove dead tree as well. Pipe - see photos attached. Scouring out by the pipe/skirt/apron - washing out on both sides.

Becker Township Board Special Meeting
Agenda –August 14, 2017
6:30 p.m.. Becker Town Hall

1. Call to order
 2. Verification of quorum
 3. Public Hearing: Easement Vacation Application from Carol & Robert Rushford and Clemens Tabako
 4. Adjourn
-

Board Members Present: Brian Kolbinger, Brad Wilkening, Joe Danielson, Luke Babler, Lucinda Messman

Absent: Jeff Lambert

Staff members present: Damien Toven - Township attorney, Ben Wikstrom – Becker Township Planning Consultant; Jacob Sanders – City of Becker Planner

Others present: Bob & Carol Rushford, Joel Anderson, William Geurkink, Jim Mecklenburg, Lisa Senger, Andy Tabako

Chair called meeting to order at 6:30 pm. Quorum verified present.

Public Hearing Opened: Easement Vacation and Dedication

Wikstrom reviewed facts with Town Board Supervisors

- Robert and Carol Rushford and Andy Tabako, owners and joint applicants, have applied for approval of a boundary line adjustment between 9382 and 9466 (respective addresses) 191st Avenue Southeast. The Rushford's deck currently encroaches the side yard setback requirement of 10', so the adjustment will bring the setback into conformance with the ordinance. The lots will remain 2.50 acres each, and all other required lot minimums will continue to be met with the adjustment, if approved. This also necessitates vacation of existing drainage and utility easements and creation of new ones.
- This approval will take three meetings tonight with the following actions:
 1. Becker Town Board to vacate the drainage and utility easement because of the boundary line adjustment;
 2. Becker Town Planning Commission to recommend acceptance of the Certificate of Survey and approval of the Minor Boundary Adjustment; and
 3. Becker Joint Planning Board to approve acceptance of the Certificate of Survey and Minor Boundary Adjustment.

Chair Kolbinger opened the floor to public comment. None

Motion to close public hearing by Wilkening. Second by Danielson. Motion carried, Unanimous.

Motion by Wilkening to approve Resolution 2017-12: A Resolution Approving Vacation of a Drainage and Utility Easement Between the Properties at 9382 191st Avenue Southeast and 9466 191st Avenue Southeast contingent upon the Town Planning Commission recommending acceptance of the Certificate of Survey and approval of the Minor Boundary adjustment and that the Joint Planning Board approves the Certificate of Survey and Minor Boundary Adjustment. Second by Danielson.

- Discussion: difference between allowing this boundary line adjustment and one that wasn't allowed in the past. Past one was due to lack of space. This one has plenty of space to adjust the boundary line without impacting other ordinance regulations. **Motion carried, Unanimous.**

Motion by Danielson to approve Resolution 2017-13: Granting of a Permanent Easement contingent upon the Town Planning Commission recommending acceptance of the Certificate of Survey and approval of the Minor Boundary adjustment and that the Joint Planning Board

Becker Township Board
Special Board Meeting
August 14, 2017

approves the Certificate of Survey and Minor Boundary Adjustment. that all other. Second by Wilkening. Motion carried, Unanimous.

Motion to adjourn by Danielson. Meeting adjourned at 6:38 pm



Brian Kolbinger, Chair



Lucinda Messman, Clerk

Becker Township Board SPECIAL Meeting
Tentative Agenda –August 22, 2017



1. Call to order
 2. Verification of quorum
 3. Consent Agenda
 - a. Minutes for approval – July 2017
 - b. Bills for pre-approval – due between August 22 and September 18, 2017
 - c. Township Aid notification
 - d. Election Law Changes for 2018
 4. Approval of Regular Agenda
 5. Sheriff's report
 6. Residential Concerns/open forum.
 - a. Carmen Wilson – Headwall compliance request
 - b. Other headwalls
 - c. Photos submitted by residents re: mowing.
 7. TPC/JPB Updates
 - a. Boundary adjustment
 8. Engineer's Report – Wes Davis
 - a. 185th Avenue update
 - b. Open quotes - 112th Street culvert
 - c. Signing Policy
 - d. Motion for payment – 82nd Street Slope
 - e. ROW Ordinance revisions
 - f. Verify compliance – driveways/driveway permit
 - g. Out of compliance culverts
 - h. Other Road issues
 9. Supervisors
 - a. Fire board
 - b. Sherburne County Parks, Trails & Active Living
 - c. Highway 25 Corridor
 - d. Road Report
 - e. Federal EDA Resolution for City of Becker
 - f. Orderly annexation agreement
 - g. Joint Powers Agreement
 - h. Motion to accept resignation
 - i. Setting of meeting fees
 10. Treasurer's Reports
 - a. Treasurer's Report
 - b. Payment of Warrants
 11. Other
 - a. MAT District 7 Meeting – Wednesday, August 30, 2017. Who is attending?
 - b. Census – designation of LUCA Liaison
 12. Adjourn
-

Board Members Present: Brian Kolbinger, Brad Wilkening, Joe Danielson, Luke Babler, Lucinda Messman, Tanya Danielson

Absent: Jeff Lambert

Staff members present: Kelli Bourgeois - Township attorney, Wes Davis – Township Engineer, Nick Anderson – Township Engineer, Jacob Sanders – City of Becker Planner

Others present: Jeff Peterson – J and L Services; Tony Wruck – Wruck Excavating; Eric Nelson; Scott and Michelle Bourquin

Note: Regular meeting for 8/21/2017 was rescheduled due to lack of quorum.
Posted and emailed notice of change on August 16, 2017.

Special Meeting called to order by Chair Kolbinger at 7:30 p.m., quorum verified.

Consent agenda presented. **Motion to approve consent agenda by Wilkening. Second by Danielson. Motion carried, unanimous.**

- a. Minutes from Regular Board meeting July 2017 approved as distributed.
- b. Payment of the following bills via automatic payment:
 - i. City of Becker water/sewer bill
 - ii. PERA – based on wages, state mandated rate.
 - iii. Xcel Energy - \$152 budget billing
 - iv. Ace Disposal - \$94
 - v. Midco Business (phone/internet) - \$180
- c. Town Aid to be deposited into the General Fund
- d. View Election law changes handout

Motion to approve meeting agenda by Danielson. Second by Babler. Motion carried, unanimous.

Residential Open Forum

- Discussion regarding headwall fixes and approvals process. Is Engineer's opinion/approval sufficient for compliance or does the board wish to view each case individually?
 - **Motion to allow Township Engineer's opinion/approval to be sufficient to determine if fixes meet township engineering standards by Wilkening. Second by Babler.**

Discussion:

 - Attorney Bourgeois stated that clarification is needed as a record that the work has been done and completed needs to be on file for both homeowner and township records. Suggests Township develop a form and provide copy to homeowner, homeowners association (if appropriate) and maintain in township records.
 - **Supervisor Wilkening amended his motion to include some type of written paperwork to verify that all portions are in compliance. Engineer to work with clerk to develop appropriate form. Second to amendment by Danielson. No further discussion. Motion carried, all voting in favor.**
- Photos were displayed of various mowing issues around the township. These have been filed with 2017 Brushing. Road Supervisor Danielson stated that the township will not be using this mower again. Another complaint came in about size of ROW. Danielson stated that the full right of way depth will be mowed from this point forward in the township.

Becker Township Board
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Town Planning Commission/Joint Planning Board Update

- At the August meeting, a boundary line adjustment was completed.

Engineer's Report

- 185th Avenue
 - Jeff Kramer – reclaim to start 9/11/2017. Reclaim should take 1-2 days
 - Blade off to the side and re-use as a sub-base
 - Board would like to start traffic control sooner so residents are aware of changes. Wes to let the company know.
- 82nd Street Slope Stabilization
 - **Motion to approve payment for \$3,038 for 82nd Str SE Culvert Slope Stabilization by Danielson. Second by Wilkening. Motion carried, unanimous.**
- 112th Street Culvert Quotes
 - Army Corps Confirmation of Wetland Mitigation is 8/24/17
 - Purchase of pipe has been completed. The company usually uses LaFay to transport to the project site. They can coordinate with us and there is an additional fee. Is this ok with the board?
 - Supervisor Danielson: check with contractor who gets the award and see if they can arrange transport first. If they can, have them transport the pipe.
 - Job has to be finished by 8/31/2017 due to trout stream.
 - Estimated to overlay with class 5 on 112th or move the entire project to next year and work with sub-contractor? Board consensus – since quotes came in, as long as contractor knows that deadline is 8/31/2017, go ahead with project this year.

○ Quotes

	M.L. Schendzielos & Son, Inc.	Wruck Excavating, Inc.
112th Street SE Culvert Replacement	\$ 55,666.64	\$ 64,609.50

- **Motion to award the 112th Street Culvert Replacement to M.L. Schendzielos and Son, Inc., tentative to the engineer's review of quantities and verification that contractor can have the job finished by 8/31/2017 by Wilkening. Second by Danielson. Motion carried, unanimous.**
- Sign Policy
 - Rural Residential district discussed/sample resolution distributed. Revised sign policy draft also distributed.
 - If passed it would require 58 speed limit signs (indicated by green dots on the map handed out – see file: Signs – Road Sign Policy); replacement of 3 current speed limit signs; 8 curve signs with placards (orange dots). Cost over \$8,600.
 - Q (Board): curves from 45 mph on 55mph? A (Engineer): those all stay in place
 - Policy would be updated from 2012
 - Speed limit signs would be at every entrance to each designated rural residential district
 - Q (Board): for retro reflectivity standards, can they be met by current replacement pace? A(Jeff Peterson): Yes, it will be done by the end of 2018. There are only 69 signs (new) to place.

**Becker Township Board
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- Q(Jeff Peterson): Should the Slow Children signs be left up or removed? A(Engineer): all are to come down as they are not standard sign by MUTCD standards. MUTCD indicates they don't work. Now we are seeing more Watch for Children signs.
- Rural Residential Districts were discussed in 2015, but never enacted.
- Liability wise – this is a better option
- Q(Board): will this require a speed study? A(Engineer): No, this policy aligns with State Statute
- Q(Jeff Peterson): Some of the signs installed in the last 8-10 years still meet standards. Are those ok to leave? A(Board): Yes, as long as they meet the current standard.
- **Motion to approve Resolution 2017-13: A Resolution to Designate Residential Developments as 'Rural Residential Districts' and Post Regulatory Speed Zone Signs [full text on file] by Wilkening. Second by Danielson. Motion carried, unanimous.**
- **Motion to adopt Becker Township Road Sign Inventory, Retro-Reflectivity Compliance Evaluation, Use and Replacement Policy [full text on file] by Babler. Second by Wilkening. Motion carried, unanimous.**
- Right of Way Ordinance.
 - Definitions are not currently included. They are well established by the State of Minnesota. This is cleanup to put them into our ordinance.
 - **Motion to approve Ordinance 2015-03: An Ordinance By The Becker Town Board Regarding Management Of Town Right Of Ways In Becker Township [full text on file] by Wilkening. Second by Babler. Motion carried, unanimous.**
 - **Motion to approve Summary Ordinance 2015-03: An Ordinance By The Becker Town Board Regarding Management Of Town Right Of Ways In Becker Township [full text on file] by Wilkening. Second by Babler. Motion carried, unanimous.**
- Driveways clarification
 - When looking at headwalls, Engineer noticed that slopes are not correct, aprons are missing. Builders are not aware of the township ordinance and putting in primary driveways without checking into this.
 - Similar issue noticed in regards to many other non-compliant driveways. Engineer requesting guidance for this.
 - Purpose of aprons is to help with inslopes
 - Plastic pipes do not meet township standards
 - Town Board will view on road tour and make decisions

Supervisors Reports

- Fire Board – Standard meeting. Call volume decreased this month. Moving forward with Santiago (Station 2) agreement. Standard three year agreement. More information next month.
- Trails and Active living – no meeting
- Highway 25 Corridor – no meeting.
- Roads
 - 185th Potholes are back – trying to keep handled until reclaim begins
 - Touched base with all callers regarding mowing (file: 2017 Brushing)
- Federal EDA Resolution
 - City of Becker requested a letter of support from the township for a grant through Sherburne County for roads/infrastructure for the City. Many items make the city a good candidate like:

Becker Township Board
Special Board Meeting
August 22, 2017

- Industrial park expansion
- Decommissioning of excel energy plant
- **Motion to draft a letter of support for the City of Becker in favor of the EDA grant by Danielson. Second by Babler.**
 - Consideration points by Attorney Bourgeois
 - Discussion point in draft letter mentions Northern Metals Recycling specifically and many township residents were not in support of this. This letter shows township support for this item.
 - Supervisor Babler: attended the open house for Northern Metals and no major concerns were presented so feels not an issue
 - Supervisor Wilkening has no issues with supporting this
 - Chair Kolbinger asked if any Supervisors had issue with Northern Metals. No further discussion.
 - **Motion carried, unanimous.**
- Orderly Annexation Agreement. The draft presented tonight is the same as hammered out at the joint discussion with the City of Becker. Keeping to a 10 year time frame. Most of the workshop was spent discussing shared road. Most significant change in document is removing the verbiage discussing paving.
 - **Motion to approve Joint Resolution For Orderly Annexation Between The Town Of Becker And The City Of Becker, Minnesota [full text on file] by Wilkening. Second by Danielson. Motion carried, unanimous.**
- Joint Powers Agreement. The draft presented only changed the dates, statute references and language to indicate this is a continuation agreement for a 10 year period rather than a new agreement.
 - **Motion to approve Joint Powers Agreement between the Town and City of Becker, Minnesota for Planning, Zoning and Subdivision Regulations [full text on file] by Wilkening. Second by Babler. Motion carried, unanimous.**
- Resignation. Supervisor Jeff Lambert submitted resignation on Friday.
 - **Motion to accept resignation of Supervisor Jeff Lambert by Babler. Second by Wilkening. Motion carried, unanimous.**
 - Vacancy now exists on the Becker Town Board. Think of options/goals for next month.
- Meeting fees for Clerk/Deputy Clerk/Treasurer/Deputy Treasurer (if one is located)
 - Discussed options – work through vs meeting fee vs length of meetings. Likely this will not have any impact for Town Board meetings. Mainly will impact Planning/Joint Planning meetings.
 - **Motion to set meeting fee for Clerk, Deputy Clerk, Treasurer, and Deputy Treasurer (if one is obtained) at a rate of two hour minimum by Babler. Second by Wilkening. Motion carried, unanimous.**

Treasurer's Report

- Report was emailed.
- Budget discussion – Treasurer's Recommendations
 - General Fund Levy is currently underfunded. Permit Fund has 100,000 excess right now that should have been transferred for costs in previous years. Going forward, recommend a 25% transfer from the permit fund on an annual basis to the General Fund. If contract with permits changes, this amount may need to change as well. Currently the RFP that

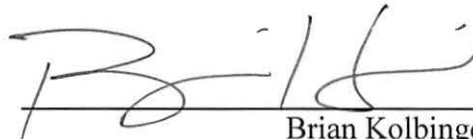
Becker Township Board
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- has been sent out may impact this percentage. For now we plan to transfer the 100,000 to balance out what is being spent and not increase the general levy for this year.
- Next year General Fund Levy should be increased to match what we are spending and take into account the transfer from the permit fund.
 - Permit Fund is technically general fund money, but we track separately to be sure we are not charging too much or too little for permits.
 - Next year the General Fund Levy should have donations added to the total rather than included with the total.
 - Comments?
 - Attorney Bourgeois will verify if the entire 5 member board of supervisors must vote to transfer the 100,000 from Permit fund to General Fund.
 - Attorney Bourgeois verified that all money received from permits are to be spent in support of permits and as long as that detail is kept, transferring is not an issue.
 - **Motion to approve treasurer's report as emailed by Wilkening. Second by Babler. Motion carried, unanimous.**
 - Claims presented for payment. Q: It appears we pay two animal control bills. Is this correct? A: Yes. Monticello Animal Control is for the dog catcher. City of Monticello is for the Shelter/Animal Euthanasia. **Motion to pay warrants 13622-13649 and purchase orders 875718-87523 and void PO 875717 in the amount of \$65,489.92 by Danielson. Second by Babler. Motion carried, unanimous.**

Other

- Minnesota Association of Townships District Meeting is 8/30/2017. The new law books are available. Who is able to attend?
- LUCA/Census Data is due. After reading documentation, clerk suggested Clerk, Planner, and Chair be the people who use/view the private data prior to its destruction.
- From earlier: Carmen Wilson – large headwall in Bridgeview. Supervisor Danielson spoke with her. She asked if the board would extend the deadline. Supervisor Danielson told her to contact the office to officially request an extension. Clerk reported no such request has been made at this point. Board consensus that no extension will be granted.

Meeting adjourned at 8:48 pm



Brian Kolbinger, Chair



Lucinda Messman, Clerk

Becker Township Board Meeting
Tentative Agenda –September 18, 2017

1. Call to order and Verification of quorum
 2. Consent Agenda
 - a. Minutes – August 14, 2017 Special Meeting
 - b. Minutes – August 22, 2017 Special Meeting in place of regular
 - c. Upcoming EFT's – motion to pay electronically not to exceed: City of Becker - \$45; PERA – based on wages – state mandated rate; Xcel Energy – \$152; Ace Disposal – \$94; Midco Business – \$180.00
 - d. MPCA – Intent To Re-issue Solid Waste Permit to JME of Monticello – no comments
 - e. Preliminary 2017 Tax Values information
 - f. Bicycle Path - no township comment
 - g. Certification of Levy to County – no changes from March
 3. Approval of Regular Agenda
 4. Sheriff's report
 5. Residential Concerns/open forum.
 - a. Zac Johnson – Subdivision of property
 - b. Tom Scheiber
 - c. Photos submitted by residents re: mowing.
 - d. Al Foss – Hidden Haven
 - e. Other
 6. TPC/JPB Updates
 - a. Direction for Septic issue
 - b. RFP Results
 - c. Update on retaining wall in easement
 - d. Revised permits now online www.beckertownship.org/permits
 - e. other
 7. Engineer's Report
 - a. 185th Avenue update; traffic control
 - b. 112th Street Culvert Payment
 - c. Hardrives Final Payment of retainage
 - d. Driveway approval - Holtz
 - e. Stickers for Signs
 8. Supervisors
 - a. Fire board
 - b. Sherburne County Parks, Trails & Active Living
 - c. Highway 25 Corridor
 - d. Road Report
 - i. Grading of 77th Street
 - e. Federal EDA Resolution for City of Becker/Sherburne County
 - f. Road Tour Date
 - g. Decision re: filling vacancy.
 - h. Comments: New Owner of Hideout Bar & Grill Liquor License
 - i. Official awarding of snowplow contract
 - j. Review of General Maintenance Contract for bids/length of term
 - k. Theco Tax Abatement
 9. Treasurer's Reports
 - a. Treasurer's Report
 - b. Payment of Warrants
 10. Other
 - a. Resolution maintaining replacement insurance and accepting new valuation of building and gazebo
 - b. Insurance – fire extinguisher issue?
 11. Adjourn
-

Becker Township Board Meeting
Consent Agenda –September 18, 2017

1. Minutes – August 14, 2017 Special Meeting
2. Minutes – August 22, 2017 Special Meeting in place of regular
3. Upcoming EFT's – motion to pay electronically not to exceed:
 - a. City of Becker – water/sewer (only months of Jan/Mar/May/July/Sept/Nov);
 - b. PERA – based on wages – state mandated rate. Total available at meeting time;
 - c. Xcel Energy – gas/electric - \$152 reflects change to budget billing;
 - d. Ace Disposal – trash at Jeff's - \$94;
 - e. Midco Business – phone/internet - \$180.00
4. MPCA – Intent To Re-issue Solid Waste Permit to JME of Monticello – no comments
5. Preliminary 2017 Tax Values information
6. Bicycle Path no township comment
7. Certification of Levy to County – no changes from March

Board Members Present: Brian Kolbinger, Brad Wilkening, Luke Babler, Lucinda Messman, Tanya Danielson

Absent: Joe Danielson, Seat #1 vacancy

Staff members present: Kelli Bourgeois - Township attorney, Wes Davis – Township Engineer (7:30 p.m.), Jacob Sanders – City of Becker Planner

Others present: Sgt. Dan Franks – Sherburne County Sheriff; Tony Wruck – Wruck Excavating; Bill Morgan – Sherburne Citizen Tribune; Tom Scheiber, Al Fossen, Zac Johnson (7:20)

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

Consent agenda presented. **Motion to approve consent agenda by Wilkening. Second by Babler. Motion carried, unanimous.**

- a. Minutes, August 14, 2017 Special Meeting
- b. Minutes, August 22, 2017 Special Meeting
- c. Upcoming EFT's City of Becker; PERA; Xcel Energy; Ace Disposal; Midco Business
- d. MPCA no comment re: intent to reissue Solid Waste Permit to JME of Monticello
- e. Preliminary 2017 Tax Value Information
- f. No Comment regarding Bicycle Path
- g. Certification of Levy to county

Motion to approve meeting agenda after striking item 6a by Wilkening. Second by Babler.

Motion carried, unanimous.

Sheriff's Report

- 207 Calls
- 11 Thefts
- 91 Traffic Stops – most complaints from highway 10
- Shooting complaints have resumed, hunting seasons have started. Reminder that township allows shooting in a safe manner.

Residential Open Forum

- Tom Schieber
 - Would like to build a shed on parcel 05-435-0105. Lot 1, Block 1 Oakwood Estates
 - Received a land use permit from Sherburne County approved shed where he wants to build– showed to Board members.
 - Easement is huge on parcel (nearly the entire back yard). Plat was never delineated – just larger than needed easement created to avoid delineation costs.
 - Sewer inspection has been completed.
 - Sanders:
 - Strange for easement to be this size – not sure why
 - There are drainage ditches and a private ditch
 - Township Engineer stated the building would be partially in the drainage easement and recommends a different location for the building.
 - Mr. Scheiber was told the building needs to be 75' from the County Road Right of Way

**Becker Township Board
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- After discussion, Sanders to double check the setback on the North (Santiago) side of the parcel.
- Supervisor Wilkening – several things to consider as a fix is possible with expense and time.
 - First, change the easement line. This may be costly, but delineating the wetland would give a truer wetland area.
 - Second, file an application to vacate the portion of the easement that is no longer classified as wetlands (after the delineation).
 - Third, rededicate the portion of wetlands that need to be in the easement.
- Zac Johnson Subdivision Research
 - Overhead photo (see all photos/maps submitted in Parcel Id File 05-126-1100) displayed to board showing location.
 - Mr. Johnson would like to do a 20 acres metes and bounds split and use the easement he has that accesses property as a driveway. When discussing with staff, discovered need for township road.
 - Sanders: issue is the subdividing
 - If less than 20 acres, it requires the platting process, and roads
 - If 20 or more acres, metes and bounds is possible. Exemption from subdivision regulations, but still have to follow driveway ordinance regulations and connect to a public road.
 - Mr. Johnson doesn't feel he should need to put in a township road. He asked if private roads would be allowed? No, not by our ordinance. They do own another private road (177th Ave) so why can they not here? Ordinance changed in 2009 – Township no longer allows private roads. Discussion of what was vs. what is now.
 - Options for 05-126-1100? If Mr. Johnson builds a road, he asked if the Township would maintain, plow, etc.. His original plan was to create a driveway from 185th to the property.
 - Attorney Bourgeois:
 - The 150 Acre parcel is a legal, non-conforming parcel. By MN State Law and Township Ordinance, a legal non-conforming cannot be expanded.
 - If Mr. Johnson would like to do a 5 acre parcel, it requires a plat with a road.
 - If a 20 acre parcel, a metes and bounds split is possible, but a road is still required. The road would need to go to the edge of the driveway and be 10' back from the East property line. Road standards with a turnaround would be required. Owner would have to obtain whatever Right of Way is necessary.
 - If there is a road, there are a lot of future possibilities. Reminder to board that lot standards still have to be met.
 - A developers agreement would need to be entered into if a plat is selected as the option to follow. This is not a moving of dirt, there are many processes involved.
 - Mr. Johnson: If a full Township road is installed, once completed at Township Standards, the Township would accept and maintain at that point? Yes.
 - Township Engineer: Township road design standards require a 7 ton paved road minimum.
 - Chair asked for verification of statement, “so this cannot be split without a road as our ordinance currently stands. Correct?” That is correct.
 - Parcel 05-122-3204 also referenced, but it wouldn't be allowed today. In 2009 the Township took over its own planning and zoning.

**Becker Township Board
Town Board Meeting
September 18, 2017**

- Mr. Johnson: If he just builds a house on the 150 acre parcel, if a road still required? Yes. However, Town Board suggested taking it up at the Planning Commission meeting on October 9, 2017 at 7 pm.. That board could be asked to consider amending the definition of a driveway in our zoning ordinance. That seems to be what is holding this up.
- Cul-de-sac mowing/brushing on 172nd was brought up and photos shown to board. Supervisor Danielson (not present) had reported to Chair Kolbinger that these are taken care of and the grinding of stumps should be completed soon.
- Al Fossen – Hidden Haven Home Owners Association Co-President request for 25 mph speed limits in their development. Reasons:
 - Smaller lots than other developments.
 - MN Dot representative told him that the Town Board can use statutes to make the speed limits come under Township Authority.
 - All roads in the Hidden Haven Development are under ½ mile
 - Discussion of statutes
 - Chair Kolbinger stated that when checking statutes it was discovered that the 25 mph signs put up by previous boards were illegal, that is reason for change to 35 mph.
 - Rural residential district vs. residential and residential road discussed.
 - Township Engineer responded that Yes, a residential road may be able to be adopted. If that is done, each road needs to be signed as 25 mph. Residential Roadways were never adopted when the original 25 mph signs were installed. Engineer and clerk to get information on these roads together for next meeting.
 - Board to review how many of these type of roads we have and how many would be included in a residential road resolution as they desire consistency in speed limits. They will look at this more by the next monthly meeting. Directed staff to prepare needed information. Directed Engineer to verify the different children signs that may be available for next month.

Town Planning Commission/Joint Planning Board Update

- RFP Deadline for Inspector was August 11, 2017. Two very different quotes came in and review of the quotes vs. bringing inspection services in-house.
- Retaining wall in easement. Permits are not in order at this time.
- New/Revised Building permits are now online at the Becker Township website. Township permits are completely separate from City Permits due to ordinance differences. This is easier for staff. The Township permits will be available on the City of Becker website soon.

Engineer's Report

- 185th Avenue
 - Project going well. Grubbing scheduled for this week. Reclaim to start Thursday.
 - A lot of traffic control issues. Drivers continue to exit the regular Carefree entrance though there is another to use. Wes spoke with Mike and they have maps out and have emailed all residents. There are signs as well.
 - Township is legally doing what it can.
- 112th Culvert Replacement

Becker Township Board
Town Board Meeting
September 18, 2017

- Project went smoothly. Extra class 5 was necessary to regrade. Recommend payment. **Motion by Wilkening to pay \$52,883.31 to M.L. Schendzielos and Sons for the 112th Street Culvert replacement. Second by Babler. Motion carried, all voting in favor.**
- Retainage – Harddrives for various 2016 projects. **Motion to pay Harddrives the retainage of \$10,275.56 by Wilkening. Second by Babler. Motion carried, all voting in favor.**
- Holtz Driveway. Approved last month and Engineer has inspected. Motion was missed. **Motion to approve secondary access by Babler. Second by Wilkening. Motion carried, all voting in favor.**
- Sign Stickers. Township Engineer recommends a dated sticker for inventory and future replacement. Some signs require replacement in 4 years, some 12 years, etc.. It is easier to check if there are stickers indicating this on the signs. Wes received quotes from Neuman Signs for \$.20 per sticker. Total cost approximately \$250. Another quote is coming. **Motion to have Township Engineer use discretion and order appropriate stickers for Township signs by Wilkening. Second by Babler. Motion carried, all voting in favor.**

Supervisors Reports

- Fire Board – Standard meeting. Moving forward with Santiago (Station 2) agreement. Have maintained agreement for years – renewal.
- Trails and Active living – no meeting
- Highway 25 Corridor – Traffic studies have started. Interesting numbers. They use third party data (gps, maps, etc) to determine that there are approximately 23,000 trips over the bridge on highway 25 per day. Highway 11 is the highest route taken. When completed, they will determine where to push for access.
- EDA Grant Letter of Support and Resolution – **Motion to send a letter of support and Resolution 2017-14: RESOLUTION IN SUPPORT OF SHERBURNE COUNTY SUBMITTING A GRANT APPLICATION TO THE DEPARTMENT OF COMMERCE ECONOMIC DEVELOPMENT ADMINISTRATION FOR ASSISTING COAL COMMUNITIES FUNDING [full text on file] by Wilkening. Second by Babler. Motion carried, all voting in favor.**
- Fall Road Tour – October 21, 2017 at 7:30 a.m..
- Vacancy – 5 candidates interested – ideas discussed about how to handle. Determined to hold a special meeting on October 3 or 5. Clerk to verify availability with candidates and schedule/post as needed.
- Hideout – new owner liquor license comments required by county. Favorable. Clerk to forward.
- Snowplow Contract – official award required. **Motion to award Wruck Excavation the 2017-2019 Snow and Ice Control Contract by Wilkening. Second by Babler. Motion carried, all voting in favor.**
- General Maintenance contract – discussion tabled for next meeting.
- Theco Tax abatement – request has been made to county for abatement of taxes

Treasurer's Report

- **Motion to approve Treasurers report by Babler. Second by Wilkening. Motion carried, all voting in favor.**
- **Motion to pay warrants 13650-13669 and purchase orders 875724-875728 in the amount of \$107,446.85 by Wilkening. Second by Babler. Motion carried, unanimous.**

Becker Township Board
Town Board Meeting
September 18, 2017

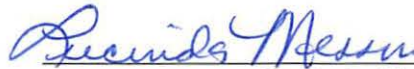
Other

- Insurance report viewed. **Motion to approve Resolution 2017-13B: A resolution approving replacement cost coverage by Wilkening. Second by Babler. Motion carried, all voting in favor.**

Meeting adjourned at 8:31 pm



Brian Kolbinger, Chair



Lucinda Messman, Clerk

Becker Township Board
Town Board Emergency Meeting
September 19, 2017



Board Members Present: Brian Kolbinger, Brad Wilkening, Luke Babler, Joe Danielson, Lucinda Messman

Absent: Tanya Danielson, Seat #1 vacancy

Staff members present: None

Others present: None

Meeting called to order by Chair Kolbinger at 4:30 p.m., quorum verified.

Review of what is happening on 185th Ave SE in conjunction with road project. Briefly:

- Contractor put up Road Closed signs
- Someone moved signs into ditch last night
- Township Engineer put them back up
- Signs in ditch again this morning. This is a safety and liability issue for the Township.
- Signs put back up and Sheriff's department contacted. They are patrolling more.
- Clerk took photos of signs in place this morning.
- Discussion of feasibility of putting the signs permanently into the road surface since it would be replaced. Continued law enforcement presence and daily checking signs is best that Township can accomplish.
- Attorney Bourgeois sent comment regarding township liability issues.
- **Motion to approve Resolution 2017-15B: RESOLUTION TEMPORARILY CLOSING CERTAIN TOWN ROADS DURING ROAD CONSTRUCTION [full text on file] by Wilkening. Second by Babler. Motion carried, all voting in favor.**

Meeting adjourned at 4:37 pm

Handwritten signature of Brian Kolbinger in black ink.

Brian Kolbinger, Chair

Handwritten signature of Lucinda Messman in blue ink.

Lucinda Messman, Clerk

Fall 2017 Road Tour Notes

100TH ST SE

From CR 67 To 101st Str HIDDEN HAVEN

11/8/2017 10/21/2017 patch at gas line looks good. Across from 15861 there is water backing up. Viewed. There are a lot of grass clippings in the ditch blocking drainage. Needs to be cleared out so it doesn't back up. Entire neighborhood to be notified that grass clippings are not allowed in ditches. Community septic area viewed. Rip Rap repair from previous looks good

100TH ST SE

From Cul de Sac To 145th Ave HYTTSTEN CREEK

11/8/2017 10/21/2017 viewed ok. Trees in curb line - weed killer may be necessary

101ST ST SE

From CR 67 To 100th Str HIDDEN HAVEN

11/8/2017 10/21/2017 someone messed up side of road as enter

102ND ST SE

From 145th Ave To CR 67

11/8/2017 10/21/2017 viewed ok

103RD ST SE

From 157th Ave To Cul de Sac HIDDEN HAVEN

11/8/2017 10/21/2017 boulders still in right of way at 10 am - photos taken. Supervisor Kolbinger checked with Johnson Farms to obtain permission to move boulders onto their property rather than moving across town for storage. Clerk to see if deputy can be available on Monday morning when contractor to go out and move boulders from ROW.

103RD ST SE

From City Limits To CSAH 23

11/8/2017 10/21/2017 viewed where it changes to 30 at city limits vs 35 at Twp limits. Jeff to remove 9 button at 13515 - now that road goes clear through it is no longer needed.

107TH ST SE

From CSAH 23 To Dead End

11/8/2017 10/21/2017 viewed Trees to be trimmed this spring.

107TH ST SE

From CR 67 To Dead End

11/8/2017 10/21/2017 need to record as Min. Maint Road - unimproved row is not an acceptable designation.

112TH ST SE

From CR 51 To Dead End

11/8/2017 10/21/2017 viewed. Mattress in ditch near 112th street - Jeff; needs gravel. Washout appears to be caused by a utility here - Wes to double check (photos attached). DNR Approved elevation at culvert replacement. After viewing culvert replacement, it looks like something may be wrong. Wes to double check the elevations and let the board know. Hoping it is just high water. Both sides of culvert are full to top - is culvert too low? Hold retainage payment until verification of elevations. Still a soft spot. 17443 needs "did you know" ROW tree letter as tree is next to fire sign.

117TH AVE SE

From 87th Str To 119th Ave BOULDER CROSSING

11/8/2017 10/21/2017 viewed - lots of cracks. Wes to check what is the pavement - wear coat vs. base coat. Change Developers Agreement to move off wearing coat and set timing to do closer to when township takes over the roads

Fall 2017 Road Tour Notes

118TH ST SE

From 180th Ave To 185th Ave SNAKE RIVER ESTATES

11/8/2017 10/21/2017 25 mph sign still up - when is it going to be replaced?

119TH AVE SE

From 87th Str To Cul de Sac BOULDER CROSSING

11/8/2017 10/21/2017 discussion lack of traffic sometimes leads to large cracks in the road surfaces

120TH ST SE

From Dead End To CSAH 24

11/8/2017 viewed. Mowing looks good. View in spring after final cleanup. Noted trailers in row by 14730 - sent notice to move - also tree next to mailbox. In future would cause issue - clerk to send letter.

122ND ST SE

From 150th Ave To 153rd Ave Half City

11/8/2017 10/21/2017 viewed looks ok

123RD ST SE

From 173rd Ave To SCENIC HILLS ASPEN RIDGE

11/8/2017 10/21/2017 many of the fire signs have been moved and put too low. Clerk to send letter to entire development regarding using the posts that we put up for the fire signs or include what the proper height is and placement if they choose to move their sign. Many will be burried by snow and create a hazzard in case of emergency by being so low. 2 trees in cul de sac next to road - ROW letter by 17151

123RD ST SE

From ASPEN RIDGE To 177th Ave SCENIC HILLS

11/8/2017 10/21/2017 not viewed

124TH ST SE

From Cul de Sac To 177th Ave SCENIC HILLS

11/8/2017 10/21/2017 viewed ok. North Pine Pet grooming - sign violation notice. Many fire signs in entire development are too low

126TH ST SE

From 177th Ave To Cul de Sac SCENIC HILLS

11/8/2017 10/21/2017 not driven down but looked ok.

127TH ST SE

From 153rd Ave To City Limits Half City

11/8/2017 10/21/2017 viewed looks ok

127TH ST SE

From City Limits To CSAH 11

11/8/2017 10/21/2017 not viewed

128TH AVE SE

From 82nd Str To Dead End

11/8/2017 10/21/2017 road order found connecting to 77th street. Viewed. There is a 9 button there and definitely no road path between 77th and 128th - viewed from both ends.

Fall 2017 Road Tour Notes

132ND AVE SE

From Cul de Sac To 91st Str

MAJESTIC KNOLL

11/8/2017 10/21/2017 viewed road surface looks ok. Peterson question re: 9 button placement - stake viewed. Board fine with stake placement - homeowner stated coming into next board meeting as they don't want it there. Wes to check if a 9 button can go on same post as fire sign. Basketball hoop appears cemented into the ground adjacent to pavement. Supervisor Gilbert spoke with homeowner as it needs to be removed. Clerk to send ROW letter.

134TH AVE SE

From 94th Str To 91st Str

MAJESTIC KNOLL

11/8/2017 10/21/2017 viewed looks ok

142ND ST SE

From CSAH 11 To Town Line

11/8/2017 10/21/2017 viewed ok

143RD AVE SE

From Cul de Sac To 107th Str

PEBBLE CREEK PINES

11/8/2017 10/21/2017 viewed ok.

11/8/2017 10/21/2017 - Jeff Peterson asked for verification if 9 button should go here. Yes.

146TH AVE SE

From 83rd Str To Cul de Sac

PETERSON FARM

11/8/2017 10/21/2017 viewed road ok. Andersons using cul de sack to get into field - muddy. Ideally should they do a culvert and drive?

148TH AVE SE

From CSAH 23 To 82nd Str

PETERSON FARM

11/8/2017 10/21/2017 viewed road ok

148TH AVE SE

From Cul de Sac To 148th Ave

PETERSON FARM

11/8/2017 10/21/2017 viewed road ok. 148th and 82nd needs to have a tree removed. Notify Wruck to remove.

157TH AVE SE

From CSAH 4 To 92nd Str

11/8/2017 10/21/2017 viewed ok. Needs high brushing this winter

11/8/2017 10/21/2017 viewed mowing looked ok.

162ND AVE SE

From 149th Ave To Dead End

HEGGE INDUSTRIAL PARK

11/8/2017 10/21/2017 Have Wruck dump some mix in the corner where pavement is breaking off. Check county solid waste ordinance on this road - property next to Midwest bus.

163RD AVE SE

From CSAH 24 To Dead End

???

11/8/2017 10/21/2017 min. maint. Remind contractor to mow this spring.

163RD ST SE

From 172nd Ave To Cul de Sac

CEDAR CREST ACRES

11/8/2017 10/21/2017 viewed ok

Fall 2017 Road Tour Notes

164TH AVE SE

From 149th Str To Cul de Sac SALIDA CROSSING
11/8/2017 10/21/2017 viewed. Pull plat to view at TPC

164TH ST SE

From Dead End To 165th Street CEDAR CREST ACRES
11/8/2017 viewed ok 16728 needs to remove wood from ROW (clerk send letter) stumps viewed. Supervisor Gilbert to help obtain some quotes. Methods for handling tree stump cleanup discussed.

166TH ST SE

From Cul de Sac To 173rd Ave CEDAR CREST ACRES
11/8/2017 10/21/2017 viewed ok

166TH ST SE

From 173rd Ave To CR 50 CEDAR CREST ACRES
11/8/2017 10/21/2017 viewed ok

169TH AVE SE

From CSAH 11 To Cul de Sac CEDAR OAK ESTATES
11/8/2017 10/21/2017 viewed ok

170TH ST SE

From Cul de Sac To CSAH 11 BRIDGEVIEW
11/8/2017 10/21/2017 viewed ok

170TH ST SE

From CSAH 11 To CR 50 OAK CREST ESTATES
11/8/2017 10/21/2017 tree trimming needed

172ND AVE SE

From 173rd Str To Cul de Sac DEER RIDGE
11/8/2017 10/21/2017 viewed. 9 button needed in cul de sac minimum maintenance delcaration discussed and removal of the large rocks

172ND AVE SE

From 85th Str To Cul de Sac EAGLES LANDING
11/8/2017 10/21/2017 viewed ok

172ND AVE SE

From Cul de Sac To 168th Str OAK CREST ESTATES
11/8/2017 10/21/2017 viewed ok
11/8/2017 10/21/2017 viewed. 9 button needed in cul de sac. Discussion regarding moving the rocks between the cul de sacs and possibly declaring that segment a minimum maintenance road rather than putting pavement through as developments originally planned.

172ND ST SE

From Cul de Sac To Riverview Lane BRIDGEVIEW
11/8/2017 10/21/2017 new 9 button needed, check by stop sign for ROW violation; 16837 needs new fire sign

173RD AVE SE

From 85th Str To 82nd Str EAGLES LANDING
11/8/2017 10/21/2017 needs some brushing/shrubs removed.

Fall 2017 Road Tour Notes

173RD AVE SE

From CSAH 4 To 87th Str

11/8/2017 10/21/2017 viewed ok. Photo of washout area attached at end of 9461 drive. Suspect due to mailbox at end of driveway. Discussion of several options. Revisit in spring.

175TH AVE SE

From 87th Str To 77th Str

11/8/2017 10/21/2017 viewed looks ok

176TH AVE SE

From 123rd Str To Cul de Sac

SCENIC HILLS

11/8/2017 10/21/2017 check dam in culvert. No longer dammed up. Clerk sent letter to homeowners back in spring. 12001 needs letter trees in ditch. If needed, Wes to stake. Brushing candidate for next year.

177TH AVE SE

From CR 73 To 123rd Str

SCENIC HILLS

11/8/2017 10/21/2017 viewed ok. Why 2 stop signs - construction?

180TH AVE SE

From CSAH 4 To 87th Str

11/8/2017 10/21/2017 not viewed

182ND AVE SE

From 87th Str To Cul de Sac

11/8/2017 10/21/2017 viewed looks ok. Mowing looks good. High trimming of oak trees to do this winter. 3 big oaks by 8615 are all greater than 6" in diameter in ROW. Leave these for now.

185TH AVE SE

From CR 73 To CSAH 4

11/8/2017 10/21/2017 drove construction area to view. Viewed fabric area fix by bridge.

189TH AVE SE

From 95th Str To Cul de Sac

DEER FOREST

11/8/2017 10/21/2017 needs new 9 button. Trim high - cul de sac has one tree to trim high as well

190TH AVE SE

From CSAH 16 To Town Line

11/8/2017 10/21/2017 viewed. Garbage on right in ditch - clerk to notify Jeff Peterson. Clerk to send letter re: 2 driveways 6936

191ST AVE SE

From 95th Str To 193rd Ave

BIG OAK ESTATES

11/8/2017 10/21/2017 viewed ok.

192ND CT SE

From CSAH 4 To Cul de Sac

BIG OAK ESTATES

11/8/2017 10/21/2017 viewed. Clerk to check letters sent. Three trees at end by transformer, three on side plus one other to be removed. Owners can keep firewood if desired.

193RD AVE SE

From 95th Str To 191st Ave

BIG OAK ESTATES

11/8/2017 10/21/2017 viewed ok

Fall 2017 Road Tour Notes

194TH CT SE

From CSAH 4 To Cul de Sac

BIG OAK ESTATES

11/8/2017 10/21/2017 viewed ok. 9541 end pieces appear to be a headwall

67TH ST SE

From CSAH 11 To CR 93

11/8/2017 Road is falling apart. paint markings on ground - who did this? Contact Santiago and see if they did. (Clerk contacted Santiago, they did not)

11/8/2017 Branch needs trimming near intersection of CR 16 and 67th Street

11/8/2017 10/21/2017 even years Becker, Odd years Santiago. Photos of poor drainage due to grading.

67th Street

From CSAH 11 To West portion

mowed only

11/8/2017 viewed/driven on road tour 10/21/2017 min. maint. Portion to be recorded as such

77TH ST SE

From CR 53 To TH 25

11/8/2017 10/21/2017 Viewed. Schedule for brushing spring of 2018. Brush to bottom of ditch. Stake or not decision to be made next spring.

77TH ST SE

From Dead End To CR 27

11/8/2017 gravel portion needs attention. Joint meeting needs to be set up with Santiago Board. Photos of water buildup added to file

11/8/2017 10/21/2017 viewed looks good

77TH ST SE

From 163rd Ave To CSAH 11

11/1/2017 4/16/2016 - 3, 15 ton loads of gravel added to this segment

11/8/2017 10/21/2017 needs gravel

79TH ST SE

From 173rd Ave To 175th Ave

NATURES CORNER

11/8/2017 10/21/2017 viewed ok. Tree 'did you know' letter to go to owner 17345

80TH ST SE

From Cul de Sac To 146th Ave

PETERSON FARM

11/8/2017 10/21/2017 viewed road ok. 9 button damaged and needs to be replaced. Clerk to notify Jeff Peterson.

82ND ST SE

From 173rd Ave To 175th Ave

EAGLES LANDING

11/8/2017 10/21/2017 noted 25 mph speed limit sign still up. When is scheduled removal?

82ND ST SE

From 148th Ave To Subdivision Line

PETERSON FARM

11/8/2017 10/21/2107 viewed ok. Brushing was done ok.

Fall 2017 Road Tour Notes

82ND ST SE

From TH 25 To CR 127

- 11/8/2017 10/21/2017 viewed looks ok. All township culverts are clear.
- 11/8/2017 10/21/2017 viewed. It was raining out and no blocked culverts viewed by 82nd/CR 127. No high water noted in ditches. Drainage appears to be working as it should.
-

82ND ST SE

From Subdivision Line To 163rd Ave

- 11/8/2017 10/21/2017 viewed. Rip rap repair viewed and 2 photographs attached. Looks good. 'Cliff' looking edges are outside ROW = leave. Cottonwood - leave
-

83RD ST SE

From Cul de Sac To CSAH 23 PETERSON FARM

- 11/8/2017 10/21/2017 viewed - why three separate posts? 14420 and 14408 need letters re: trees to close to road; 14409 needs to move urns from ROW. Clerk to put information regarding clear ROW on website. Courtesy letters notifying people trees are too close.
-

84TH ST SE

From TH 25 To Oakwood DR WILDWOOD ACRES 1ST

- 11/8/2017 10/21/2017 viewed road ok - patch looks good.
-

85TH ST SE

From 172nd Ave To 175th Ave EAGLES LANDING

- 11/8/2017 10/21/2017 viewed ok
-

87TH ST SE

From 123rd Ave To TH 25 BOULDER CROSSING

- 11/8/2017 10/21/2017 viewed. Fairly beat up. Needs crack sealing before we accept roads into Township. Boulder is not ours yet.
-

87TH ST SE

From 175TH Ave To CR 93

- 11/8/2017 10/21/2017 viewed looks ok
-

91ST ST SE

From Cul de Sac To CSAH 23 MAJESTIC KNOLL

- 11/8/2017 10/21/2017 viewed looks ok.
-

91ST ST SE

From Cul de Sac To CR 93 SAND HILL

- 11/8/2017 10/21/2017 viewed ok - this is the other cluster septic subdivision
-

92ND ST SE

From 157th Ave To CSAH 11

- 11/8/2017 10/21/2017 this spring look at shouldering machine vs gravel to fill. Viewed, ok. There is some puddling by the cottonwood. Stump cleanup to occur this spring.
-

93RD ST SE

From CR 93 To 189th Ave DEER FOREST

- 11/8/2017 10/21/2017 93rd needs trimming high near the intersection with 189th
-

94TH ST SE

From 131st Ave To 134th Ave MAJESTIC KNOLL

- 11/8/2017 10/21/2017 viewed road ok
-

Fall 2017 Road Tour Notes

95TH ST SE

From CR 93 To Cul de Sac

BIG OAK ESTATES

11/8/2017 10/21/2017 viewed ok. Leave classified as minimum maintenance road and be sure brush is cleared in front of signs. This is the area Mr. Kipp wants to put septic partially in the drainage and utility easement.

95th Street

From minimum maintenance To

11/8/2017 10/21/2017 viewed Jeff to cut down tree and remove excess posts. Keep both 9 buttons in place.

96TH ST SE

From 131st Ave To CSAH 23

GARBRIAN WOODS

11/8/2017 10/21/2017 viewed ok. Drove van at 25 mph - did seem a bit slow. Couldn't drive at 35 mph due to curves.

96TH ST SE

From 180th Ave To CR 93

WOODBERRY FARMS

11/8/2017 10/21/2017 old speed limit sign still up, when will it be replaced?

97TH ST SE

From CR 53 To TH 25

11/8/2017 10/21/2017 viewed ok

97TH ST SE

From TH 25 To City Limits

11/8/2017 viewed ok 10/21/2017

11/8/2017 10/21/2017 viewed looks ok

98TH ST SE

From Cul de Sac To 145th Ave

HYTTSTEN CREEK

11/8/2017 10/21/2017 viewed ok. Trees in curb line - weed killer may be necessary. Check trees too close to ROW

BUCK LAKE BLVD SE

From 142nd Str To Cul de Sac

BUCK LAKE ESTATES

11/8/2017 10/21/2017 viewed ok. 9 button sign needed

11/8/2017 10/21/2017 what is signing time frame for this road? 25 mph sign still exists.

By Midwest Bus parts

From CR 50 To Dead end

11/8/2017 10/21/2017 viewed looks ok.

E BEATRICE DR SE

From W Beatrice Dr To 82nd Str

WILDWOOD ACRES 2ND

11/8/2017 10/21/2017 Viewed. Raining out. Test patch has some pooling but is smooth. 2nd patch is ok.

FILLY TRL SE

From CSAH 4 To CSAH 23

11/8/2017 10/21/2017 viewed ok - needs high trimming. Some of the trees are oaks - schedule for winter.

GARDEN GROVE RD SE

From CR 73 To Peggy Place

ELK RIVER GARDENS

11/8/2017 10/21/2017 viewed. Road is higher than some driveways. Better than it was. Look at paving in future. Cheverons are bad and should come down/be replaced?

Fall 2017 Road Tour Notes

GEORGIA CIR SE

From Garden Grove Rd To Cul de Sac ELK RIVER GARDENS
11/8/2017 10/21/2017 viewed ok

GREENVIEW RD SE

From 107th Str To CSAH 23 PEBBLE CREEK NORTH 2nd
11/8/2017 10/21/2017 viewed ok.

IRONWOOD CIR SE

From Greenview Rd To Cul de Sac PEBBLE CREEK NORTH 2nd
11/8/2017 10/21/2017 not viewed.

OAK LN SE

From Oakwood Dr To Oakwood DR WILDWOOD ACRES 1ST
11/8/2017 10/21/2017 viewed - the three patches look good. When this road needs to be reclaimed, look at digging up to the stumps under the road.

OAKWOOD DR SE

From Cul de Sac To 82nd Str WILDWOOD ACRES 1ST
11/8/2017 10/21/2017 viewed. Patch looks good.

PEGGY PL SE

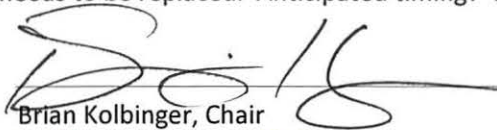
From Garden Grove Rd To CR 73 ELK RIVER GARDENS
11/8/2017 10/21/2017 viewed ok - 12758 tree needs to be trimmed high. Have Wruck remove the one branch removed

RIVER VIEW CIR SE

From 170th Str To Cul de Sac BRIDGEVIEW
11/8/2017 10/21/2017 viewed where trees were taken down - looks good

WOODLAND LN SE

From W Beatrice Dr To E Beatrice Dr WILDWOOD ACRES 2ND
11/8/2017 10/21/2017 viewed ok. Road sign needs to be replaced. Anticipated timing? Patch looks fine



Brian Kolbinger, Chair



Lucinda Messman, Clerk

Becker Township Board
Special Board Meeting
October 3, 2017



Board Members Present: Brian Kolbinger, Brad Wilkening, Luke Babler, Joe Danielson, Lucinda Messman

Others present: Craig Fast, Ben Miller, Gary Gilbert, Scott Bourquin, Fran Seeley

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

All applicants were thanked for their attendance.

Applicants introduced themselves.

Chair explained responsibilities of Town Supervisors and their role in Township government. Then question and answer session with all candidates.

Motion to Adjourn by Wilkening. Meeting adjourned at 7:52 p.m.



Brian Kolbinger, Chair



Lucinda Messman, Clerk

**Becker Township Board Meeting
Tentative Agenda –October 16, 2017**

1. Call to order and Verification of quorum
 2. Consent Agenda
 - a. Minutes – September Regular Meeting
 - b. Minutes – October 3, 2017 Special Meeting
 - c. Minutes – September 19, 2017 Emergency Meeting
 - d. Sale of Tax Forfeited Land – Authorize Chair to sign
 - e. Snake River Trail Work – Sherburne County Notice
 3. Approval of Regular Agenda
 4. Appointment of Supervisor to Vacancy
 5. Oath of Office
 6. Sheriff's report
 7. Residential Concerns/open forum.
 - a. Dale Kipp
 - b. other
 8. TPC/JPB Updates
 - a. Hideout Memo
 - b. Monroe Memo
 - c. Permit Process Review
 - d. Malberg Variance
 9. Engineer's Report
 - a. 185th Avenue update
 - b. Other
 - i. Partial payment
 10. Supervisors
 - a. Fire board
 - b. Sherburne County Parks, Trails & Active Living
 - c. Highway 25 Corridor
 - d. Road Report
 - e. Review of General Maintenance Contract for content/length of term
 - f. Acknowledgement of Gambling Permit
 - g.
 11. Treasurer's Reports
 - a. Treasurer's Report
 - b. Payment of Warrants
 12. Other
 - a. Fire inspection report
 - b. Cedar Trees by gazebo
 - c. Local Road Improvement Funding Program – who to look into?
 13. Adjourn
-

Board Members Present: Brian Kolbinger, Brad Wilkening, Luke Babler, Joe Danielson, Lucinda Messman, Tanya Danielson

Absent: Seat #1 vacancy

Staff members present: Kelli Bourgeois - Township attorney, Wes Davis – Township Engineer (7:30 p.m.), Jacob Sanders – City of Becker Planner

Others present: Sgt. Oachs – Sherburne County Sheriff; Tony Wruck – Wruck Excavating; Dale Kipp, Al Fossen – Hidden Haven HOA, Stacey Kroll – Monticello Youth Hockey, Christine Matten – Monticello Youth Hockey, Scott Bourquin

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

Consent agenda presented. **Motion to approve consent agenda by Wilkening. Second by Danielson. Motion carried, unanimous.**

- a. Minutes, September Regular Meeting
- b. Minutes, October 3, 2017 Special Meeting
- c. Minutes, September 19, 2017 Emergency Meeting
- d. Authorization of Chair to sign Sale of Tax Forfeited Land
- e. Snake River Trail Work notice

Motion to approve meeting agenda after striking item 5, oath of office and move item 10f to 7b by Danielson. Second by Babler. Motion carried, unanimous.

Appointment of Supervisor to Vacant Seat #1

- Supervisors Kolbinger and Wilkening presented their review of all applicants. Opinions of all supervisor and clerk requested. Comments – all very good candidates and all four candidates were qualified for the office. It was very nice there was this much interest. Tough choice since all four are good people and all felt any of the applicants would do a fine job. **Motion to appoint Gary Gilbert as Supervisor, Seat #1 for the remainder of that seat's term by Danielson. Second by Babler. Motion amended to read Appoint Gary Gilbert as Supervisor, Seat #1 through the March 2018 election by Danielson. Second by Babler. Motion carried, all voting in favor.**

Sheriff's Report

- 199 Calls
- Approximately ½ were traffic
- Overall a pretty clean month

Residential Open Forum

- Dale Kipp, 19366 95th Street SE, Becker, MN
 - Request to have portion of septic field in the drainage and utility easement.
 - Photos viewed. Unique situation. House currently sits in drainage and utility easement. Current septic and drainfield runs under the road and is not on his property.
 - Plat viewed, location viewed
 - Board directed Engineer to stake the right of way.

Becker Township Board
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October 16, 2017

- Attorney advised board that if they wish to have a waiver to allow Mr. Kipp to put the proposed portion of his septic drainage field in the drainage easement, a document could be drawn up. It is important that Mr. Kipp keep all structures out of the Road Right of Way.
- Board directed Attorney to draft waiver.
- Easement Liability Waiver was explained to Mr. Kipp. This document must be recorded at the county to notify everyone that if the drainage and utility easement needs to be used by the Township or other entity, the removal of the septic drainage field would be at the landowners cost.
- **Motion to grant access, allowing Mr. Kipp to use a portion of the drainage and utility easement around 95th street SE after the Engineer has staked the area and waiver of liability has been signed and all building permit requirements met and building permit has been obtained by Wilkening. Second by Danielson. Motion carried, all voting in favor.**
- The Hideout/Monticello Youth Hockey Gambling Permit – New owner, Rowan asked if they would like to do charitable gambling. Township just needs to acknowledge. **Motion authorizing Chair to sign acknowledgement on permit by Babler. Second by Wilkening. Motion carried, all voting in favor.**
- Al Fossen – Hidden Haven Home Owners Association Co-President request for 25 mph speed limits in their development. Staff report will not be completed until next month. Table until that time.

Town Planning Commission/Joint Planning Board Update

- The Hideout has several ongoing sign violations. New owner, so this will be first notice that signs are in violation.
- Monroe – boulders are in the Right of Way and need to be moved. Several notices have been sent out. As of 10/13/2017, the boulders are still there. Resolution 2017-17 presented to the board. Discussion of where to locate the boulders, who to have move them, are the boulders on their property. Road contractor indicated he did have the ability to move the boulders.
 - **Motion to approve Resolution 2017-17: A RESOLUTION BY THE BECKER TOWN BOARD DECLARING A RIGHT OF WAY OBSTRUCTION AND NUISAINCE AT PROPERTY 15787 103rd STREET SE, BECKER, AND APPROVING EMERGENCY ABATEMENT OF PUBLIC SAFETY HAZARDS AND ORDINANCE VIOLATIONS PURSUANT TO THE BECKER TOWNSHIP RIGHT OF WAY ORDINANCE AND STATE STATUTES §§160.2715 AND 103E by Danielson. Second by Babler. Motion carried, all voting in favor.**
- Memo reviewed building permit process with the board. Enforcement of requirements is now occurring. Requirements have not changed, city is back at full staff.
 - Certificate of Survey is important to be sure building is in the right location/at the right elevation. As Built Certificate of Survey are required on parcels less than 5 acres or if deemed necessary.
 - Discussion of turnaround speed and direction to clerk to request Planner to bring some scenarios to discuss at Joint Planning Commission meeting next week.
- Malmberg Variance presented. County oversees the shoreland ordinance and is looking for comment. Board approved of request and directed clerk to send favorable comments to the County.

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Engineer's Report

- 185th Ave SE
 - Rain delay. River was too high to put aprons on at this time. Hoping dry enough to open Carefree South on Friday
 - Partial Payment **Motion to make partial payment in the amount of \$105,886.93 to Kramer Excavation by Wilkening.** Discussion took place of the finding of an additional road under the current road and change order. **Second by Babler. Motion carried, all voting in favor.**
- Residential Roadways Research is not yet ready. 25 mph review will be ready for the next meeting.

Supervisors Reports

- Fireboard –
 - one more township board member needed. Meetings are Mondays from 5:30-6 pm prior to Town Board. Babler volunteered. **Motion to appoint Supervisor Babler to Fireboard by Kolbinger. Second by Danielson. Motion carried, all voting in favor.**
 - 3rd quarter is tracking well on budget. They have an opportunity to purchase (in plans) training ground of three container boxes for simulations in controlled environments for next year.
- Parks and Trails – no report
- Highway 25 Coalition – no report
- Road Supervisor
 - Overall roads are in good shape
 - Stumps from the cleanup and brushing discussion
 - Should they be ground down so homeowners can take care of the area? Possibly take below surface and put dirt on top
 - Contractor to handle?
 - 169th Ave has quite a few that can be viewed on road Tour Saturday
 - Side Mowing – should we order two passes like last time? Keep things at the same distance. Board decision – yes – two passes and same distance
 - 112th may need more gravel – view on road tour
 - Supervisor Babler received a call about 67th street and if a road west of CR 11 existed. Do they exist? Clerk sent copies of road orders to person requesting. View on Saturday's road tour.
 - 185th/114th – stop sign is down. Clerk to notify Jeff Peterson.
 - Supervisor Danielson will pickup van for road tour.
- General maintenance contract review. Clerk to email to Supervisors Danielson and Wilkening. They will review before bidding. Current contract expires 12/31/2017.

Treasurer's Report

- 2 additional claims so there is an extra form to signs.
- **Motion to approve Treasurers report by Wilkening. Second by Babler. Motion carried, all voting in favor.**
- **Motion to pay warrants 13650-13669 and purchase orders 875724-875728 in the amount of \$151,429.00 by Danielson. Second by Wilkening. Motion carried, all voting in favor.**

Becker Township Board
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Other

- Fire Inspection report
 - Electrician needs to be hired. Quotes to be obtained and sent to Supervisors Danielson and Wilkening.
 - Cedar trees will be down by November 1
- Grant funding
 - Possibly phase 3 of 185th? A lot of background work is necessary. Clerk to check with Community Coordinator to see if she would have time to write a grant/processes involved.

Meeting adjourned at 8:21 pm



Brian Kolbinger, Chair



Lucinda Messman, Clerk

**Becker Township Board
Special Meeting
November 13, 2017**

1. Call to order and Verification of quorum
 2. 185th Ave SE Project and contract
 3. Adjourn
-

Becker Township Board
Special Town Board Meeting
November 13, 2017



Board Members Present: Brian Kolbinger, Joe Danielson, Luke Babler, Gary Gilbert, Lucinda Messman

Absent: Brad Wilkening, Tanya Danielson

Staff members present: Kelli Bourgeois - Township attorney, Wes Davis – Township Engineer, Nick Anderson – Township Engineer

Others present: Jeff Kraemer – Kraemer Excavating; Ron Kraemer – Kraemer Excavating, Pat Bourgeois.

Meeting called to order by Chair Kolbinger at 5:30 p.m., quorum verified.

Discussion of 185th Avenue Project

Township Engineer Davis summarized construction dates for the board

- Pre-con meeting 6/29/2017
- Anticipated Start date 9/5/2017-9/11/2017
- Notice to proceed 9/11/2017 (signed 7/14) – original end planned for 11/3/2017.
- 40 working days
 - Definition of a working day – pg 49 of project manual: *‘The term “working day” shall constitute a calendar day, excluding Saturday, Sunday and legally recognized holidays, during which weather and other conditions not controlled by the Contractor will permit normal construction operations to proceed for a minimum of two hours.’*
 - 5 Rain events – 9” of rain during project and 10 days lost
 - Civil disturbance 9/19/2017 – during clearing and grubbing a homeowner chased the contractor off site.
 - Utility conflicts – each contacted three different occasions
 - Windstream told us they wouldn’t be moving their things this year (they were at the pre-con meeting)
 - Xcel said they would but did not
 - Dewatering issues, geogrid
 - With delays, completion would have been 11/17/2017
 - 11/6 they went to resume construction and frost was at 6” in depth. Decision required if continue or halt project
 - If the project would have continued
 - Additional expense for excavation
 - Huge loss of material
 - Loss of material quality
 - MnDOT spec 1103 – Working day: a calendar day, exclusive of Saturday and Sunday and holidays on which weather and other conditions not under the control of the contractor will permit construction operations to proceed for at least 4 hours, with the normal working force engaged in performing the progress-controlling operations.
- At this point
 - 120th and north, the material is peeled back and the contractor brought back the topsoil. The road is passable by two cars at the same time. The most time intensive portion of the project is complete. The bituminous has been milled off, but new material has not been placed and the ditches haven’t been graded.
 - 120th and south, complete to where we had planned. The first mile is done as planned.

Becker Township Board
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November 13, 2017

- Best option – halt now and finish this spring. No additional mobilization costs will be incurred if this is done.
- Yes, the road will hold for winter
- Spring thaw is a concern. Anticipated that 2-3 weeks will be required to finish the north portion of this phase of the project.
- Paving is not included in this phase. That will be bid in February
- Clerk to send a carefree mailing to let them know revised timing.

Motion by Danielson

- 1. Issue a change in construction status document to put the job into suspension**
- 2. Next spring use a change in construction status document, authorized by the Road Supervisor or Alternate Road Supervisor, to put the job back into progress based on criteria from**
 - a. MnDOT Guidelines**
 - b. With a goal of getting Kraemer construction to begin work at the job site approximately 6 weeks after road restrictions are initiated so that when road restrictions are lifted, gravel hauling may commence**
 - c. Township Engineers**

Second by Gilbert. Discussion: Why are the utilities not working correctly? Engineer stated that the Xcel representative told him that he didn't really look at the ditch gradings. Direction from Supervisors to have Engineer look at utility coordination more closely for future jobs. **Motion carried, all voting in favor.**


Future contract recommendations

- 1) Tighten up the contracts a bit
- 2) Timing with this one is the boards own fault. Consider dates
- 3) Public input is ok, but do not allow it to control a project
- 4) Extras charges (ex: excavating with frost) need to be clearly understood.

Meeting adjourned at 6:06 pm



Brian Kolbinger, Chair



Lucinda Messman, Clerk

Becker Township Board
Town Board Meeting
November 20, 2017

Board Members Present: Brian Kolbinger, Brad Wilkening, Luke Babler, Gary Gilbert, Joe Danielson (7:37pm), Lucinda Messman, Tanya Danielson

Staff members present: Kelli Bourgeois - Township attorney, Wes Davis – Township Engineer, Jacob Sanders – City of Becker Planner

Others present: Sgt. Franks – Sherburne County Sheriff; Al Foss – Hidden Haven; Bill Hiltz, Bill Morgan – Citizen Tribune

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

Consent agenda presented. **Motion to approve consent agenda by Wilkening. Second by Babler. Motion carried, unanimous.**

- a. Minutes – October Regular Meeting Minutes
- b. Fall Road Tour Minutes – October 21, 2017
- c. Special Meeting Minutes – November 13, 2017
- d. Upcoming electronic fund transfers/automatic payments approval
 - i. City of Becker – water/sewer bill
 - ii. PERA – based on wages – state mandated rate.
 - iii. Xcel Energy – gas/electric bill
 - iv. Ace Disposal – trash at Jeff's
 - v. Midco Business – phone/internet
- e. 2017 Road Mileage Certification approval
- f. Documents for observation:
 - i. Sherburne County Notification re: Special Assessments
- g. Documents authorizing signing:
 - i. Clerk to sign for Metro West Notice of Designation or Vacancy of Certified Building Official form for MN Dept of Labor
 - ii. Treasurer to sign as representative for yearly Audit Documents

Regular Agenda - **Motion to approve meeting agenda as presented by Babler. Second by Wilkening. Motion carried, unanimous.**

Sheriff's Report

- 173 Calls for Service
- 9 Car/Deer accidents
- 1 Burglary – Thanksgiving has the most of the year. Another today.
- Suspicious vehicles – call the Sheriff's Department
- If it is the people selling meat, they are allowed, Township doesn't have a peddlers license ordinance.

Residential Open Forum

- Brad Hiltz – 117th Street SE
 - Water is holding on the road due to grading issues. There is nearly 3" of mud and tough for a truck if it isn't 4WD. Water cannot run off the road. Grading last few years has been very poor.

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- This is a minimum maintenance road.
- Supervisor Danielson, road supervisor, will view and let the board know what needs to be done. Clerk to contact Mr. Hiltz.

Town Planning Commission/Joint Planning Board Update

- Plat Application next month
- CUP Application next month for a church
- No board meeting for Planning Commission in November. Likely no Joint Planning Board meeting for November either.

Engineer's Report

- Clarification of Dead End vs. No Outlet sign
 - Previous meeting, board decided to go with No Outlet rather than dead end. Decision wasn't expressed in minutes and a request for a sign with Dead End rather than no outlet was received by the clerk. Board to clarify and clerk to put on record.
 - Board Consensus – go with No Outlet signs.
- 25 MPH Study Presented – Copy attached to minutes.
 - Has a list of roads eligible for 25 mph if the board chooses to sign at that speed limit
 - Most are off shoots to cul-de-sacs; some MnDOT recommends don't sign 25 mph
 - Currently 35 mph signs are to be at each entrance to developments, not each road, just the entrances.
 - If 25 mph is selected, each road needs to be signed at the beginning and end. It would require many more signs.
 - Hidden Haven, one of two cluster developments in the township, has requested 25 mph signs. Board Discussion:
 - Does the Town Board have the authority to sign at 25 mph? Yes
 - Is it better to keep at 35 mph for consistency?
 - Why would/should this development be allowed 25 mph zone?
 - Are there going to be more cluster developments? No, they are no longer permitted.
 - Are 100th Street SE and 101st Street SE really two roads? Attorney Bourgeois: 100th Street SE and 101st Street SE could be argued 2 roadways if the board defines them as 2 roadways if a motion is made.
 - **Motion to leave Hidden Haven development signed at 25 mph Residential Roadways as 1) it is a cluster development and 2) 100th Street SE and 101st Street SE are 2 independent roadways that are both less than ½ miles in length. The roads located in the Hidden Haven development to be signed at 25 mph are 100th Street SE, 101st Street SE, 157th Ave SE, and 103rd Street SE by Wilkening. Second by Gilbert. Motion carried, all voting in favor.**
 - Directive to go to Jeff Peterson to sign this development at 25 mph.
- CIP Discussion
 - Does the Board want the engineer to work on a CIP? Steps involved would be to classify each road by condition; determine a projected construction schedule/projects to tie into roads now.
 - Q by the board to engineer: Would you go out and assess the conditions of the roads now to start or define the plan? A (engineer): at the next road tour, roads would be

**Becker Township Board
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November 20, 2017**

- classified then the map would be developed and then projections set based on conditions of the roads.
- CIP Aversions – in the past, Town Board members have discussed if the roads must be done if something more important/urgent arises. Yes, that can be done.
- Steps involved
 - have engineer go out and grade each road
 - prioritize roads to view on road tour
 - Currently we have a good start with previous engineer's spreadsheet. It needs to be further evaluated then get things going.
 - A CIP would help with budgeting for road maintenance
 - While it has never been called a CIP, the town board has been less formally doing just that. Discussion of planning for the 185th project.
 - Working document to be developed.
- Directive to Engineer
 - Prep documentation, evaluating as many roads as can be done prior to snowfall. Then begin the documentation process.
- 2 Signed Change in Construction Status forms presented to the Town Board for 185th Ave SE for clerk to put into the file.
- Partial Payment for 137th Street SE presented. **Motion to pay \$12,533.18 to Hardrives as the final payment by Wilkening. Second by Kolbinger. Motion carried, all voting in favor.**
- 185th Ave SE
 - Partial Payment for 185th Street SE presented. This payment represents up to date operations. The Engineer has verified quantities to this point. Requesting payment of \$263,872.79 to Kraemer Excavating for work to this point.

Supervisor Danielson arrived at 7:37 pm

- What about maintenance?
- Engineer to talk to Kraemer about maintenance regarding the complaints that have come in about rough road.
- Supervisor Wilkening pointed out that typically, in cases where the work has been suspended, the contractor is typically no longer involved in maintenance until the work resumes.
- **Motion to pay Kraemer Excavating \$263,872.79 partial payment by Wilkening. Second by Babler. Motion carried, all voting in favor.**
- Supervisor Danielson noticed Connexus has 2 power poles on a shoulder when viewing 185th Ave SE. They are on the edge of the pavement – are they permanent? Engineer to check into and let road supervisor know since they were on the shoulder of the road rather than in the clear zone where they were to be.

Supervisors Reports

- Fireboard – Supervisor Babler – quiet meeting. Contract with Santiago discussed. Grant for Radios discussed.
- Parks and Trails – no report/no meeting
- Highway 25 Coalition – no report/last several meetings have been cancelled. Supervisor Kolbinger to check into things as last he was aware the transportation study is being reviewed.
- Roads Report – Supervisor Danielson
 - 185TH Ave is rough after the melt. It seems good now, but a little rough due to construction. Engineer to move detour signs and barricades back a few feet.

**Becker Township Board
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- Mowing stumps off – estimated at \$3,000 with a rental machine. Worried about causing a bigger mess so this machine uses a skid loader that makes less mess. Board consensus to give it a try and see if it works.
- General Maintenance Contract
 - Board directives
 - Run the same way as last year, only this time set for a 2 year period of time
 - Q: currently we have 2 contracts – one for small road maintenance items and one for larger. Should we keep this way? Board discussion and consensus to keep at 2 different contracts as the jobs involved have different focus. One is mainly for the road maintenance. The other is normally road signing, fire signing, road cleanup and small brush projects (ex: trimming around road signs).
 - Q: should dust control be included in this contract?
 - Discussion of how dust control works and steps involved. Currently, once a dust control company is selected, the dust control company works with the engineer and general maintenance contractor to get things done. Attorney Bourgeois cautioned the board that if they wish to change to give exact directions to the road contractor for daily duties, they could run into an issue where a contractor is deemed an employee rather than a contractor. Contractors, as our contract states, are to keep roads in repair as required by the township. The road supervisor is a liaison position, allowing the contractor the necessary authority required to direct how the work is to be completed.
 - No, leave dust control out. It will be a separate item that once the dust control applicator is chosen, they will work with the contractor to determine timing for application/road prep.
 - Two years, will be sealed bids. Plan to open in December. Clerk to advertise and place bid documents on website.
 - Sanders reviewed preliminary draft with Board and Memo from Ben Wickstom
 - If the Township owns the structure, rent can be charged
 - Board directed to review subd. 8, abc – 123
 - Not anticipated at this time, but as the township does maintain a right of way ordinance, it needs to be in place by January 2018.
 - Q: what if 2 vendors wish to use the same ‘pole’? A: not normally. Usually whomever gets their first or ‘pole’ reaches structural capacity. An additional ‘pole’ can always be installed.
 - Q: how will this be tracked? A: we will use the right of way permitting process already in place. Our current right of way use application should work. Discussion of what right of way permits were/use.
 - Legislature says we have to say yes to these applications, this ordinance will allow the township to control use.
 - Permit rate of \$150 will remain by Board Consensus.
 - This ordinance will come up for board approval next month.
 - The fee schedule will also need revision. It is normally revised in a winter month, clerk to be sure it is reviewed for December meeting.
- Small Cell Right of way
 - Sanders reviewed preliminary draft with Board and Memo from Ben Wickstom
 - If the Township owns the structure, rent can be charged
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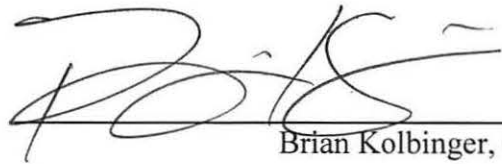
Treasurer's Report

- **Motion to approve Treasurer's report as presented by Wilkening. Second by Babler. Motion carried, all voting in favor.**
- **Motion to pay warrants 13697-13720; PO's 875737-875741; and void check 13661 by Wilkening. Second by Gilbert. Motion carried 4-1. Supervisor Danielson abstained as his company had submitted a claim.**

Other

- Meeting dates for 2018 presented (copy attached). **Motion to accept calendar as presented by Babler. Second by Danielson. Motion carried, all voting in favor.**

Meeting adjourned at 8:26 pm



Brian Kolbinger, Chair



Lucinda Messman, Clerk

**Becker Township Board
Town Board Meeting
December 18, 2017**

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

Staff members present: Kelli Bourgeois - Township attorney, Wes Davis – Township Engineer, Jacob Sanders – City of Becker Planner; Ben Wikstrom – Becker Township Planning Consultant

Others present: Sgt. Franks – Sherburne County Sheriff; Josh Petroske

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

Consent agenda presented. **Motion to approve consent agenda by Babler. Second by Gilbert.**

Motion carried, unanimous.

- a. Minutes – November Regular Meeting Minutes
- b. Upcoming electronic fund transfers/automatic payments approval
 - i. City of Becker – water/sewer bill
 - ii. PERA – based on wages – state mandated rate.
 - iii. Xcel Energy – gas/electric bill
 - iv. Ace Disposal – trash at Jeff’s
 - v. Midco Business – phone/internet
- c. Sherburne County 2018 Proposed Tax Rates
- d. RES 2017-18A Resolution Designating Annual Polling Place
- e. Local Board of Appeal and Equalization Meeting, April 10, 2018
- f. MAT Financial Information
- g. Stray Impound Agreement with Tri-County Humane Society for weekend admission of dogs.

Regular Agenda - **Motion to approve meeting agenda with additions of Josh Petroske, Hideout Abatement Resolution, Frontage Road and Monroe Assessment Resolution by Babler. Second by Wilkening. Motion carried, unanimous.**

Sheriff’s Report

- 214 Calls for Service
- 20 accidents – people need to slow down – 5 were cars in ditch
- 1 Burglary – Thanksgiving has the most of the year. Another today.
- Question by Contractor/Board – when cars are parked on the side of the road and plowing cannot occur/must go around – process preferred? Sgt Franks – call dispatch and we will contact them since you have an ordinance. Contractor provided two addresses with issue. These were given to Sgt. Franks who said they would contact owners in the morning.
- Question by Supervisor Gilbert: those accident numbers – are they all township roads? A: no, the total is highway and township. Most are slick roads where people need to slow down. Township areas are often due to tree coverage that slows down melting.

General Maintenance Contract Bid opened. Only one bid was submitted. **Motion by Wilkening to accept and tentatively award contract to Wruck Excavating contingent upon final review. Second by Babler. Motion carried, all voting in favor.**

**Becker Township Board
Town Board Meeting
December 18, 2017**

Residential Open Forum

- Josh Petroske – 67th street west of CR 11/165th Avenue.
 - What is the board planning here? Road maintenance has opened this area up. What is going on?
 - Town Board: it was discovered that we have a road right of way there that hadn't been maintained at the standard it should have been. We are going to keep it open and not give up that right of way.
 - Mr. Petroske expressed concerns due to the number of snowmobilers coming onto his property and turning around by the back of his house. He doesn't want this off-road traffic in his yard. Also wondering about the ditch.
 - Supervisor Kolbinger said that the Township does not have jurisdiction over the ditches so cannot speak to that. As far as the road, the Township does intend to keep its right of way.

Town Planning Commission/Joint Planning Board Update

- Joint Planning Cancelled in November due to lack of agenda items
- Planner Wikstrom updated board members on two actions from last Planning Commission meeting
 - Oakwood Community Church applied for a CUP to operate a Religious facility in the property located at 17060 142nd Street SE (old Foley Building). Many neighbors attended to view and comment on the proceedings.
 - Traffic was the biggest concern – no real strong opposition
 - Church intends to remodel and have 180 seat sanctuary.
 - Planning Commission recommended approval of the application and included several conditions: striping of parking lot, dust control measures, interior remodels require permits, expansions require CUP amendments.
 - Q: Did the church comment on the number of people working during the week or their anticipated schedule? A: they indicated Sunday and Wednesday and special events. No on-site residence for pastor.
 - Q: what about the existing CUP? Will it continue? Staff members explained that the existing CUP could exist in conjunction with the religious CUP, but the Planning Commission made it clear that the existing CUP (contractors yard) would need to be revoked after the CUP for the Church is finalized. Supervisor Wilkening: it is the intent of the Planning Commission to begin the process to revoke the existing contractors yard CUP after the Church CUP is issued. No one spoke against this when it was discussed at the Public Hearing. Attorney Bourgeois: The prior CUP (for the contractors yard) was allowed as a non-conforming use. Current General Rural District Zoning would never have allowed a contractors yard since it is in violation of ordinance. To obtain a new CUP at this point, the CUP Application must be allowed under current zoning ordinance. My recommendation would be for the revocation process to start once a new CUP has been issued.
 - Q: Don't Conditional Use Permits (CUP's) run with property? A: yes, unless they are revoked.
 - Q: for dust control in the current CUP, are there any real teeth there? Planner Sanders: yes, there is recourse.

**Becker Township Board
Town Board Meeting
December 18, 2017**

- **Town Board Consensus: Formal Recommendation to the Town Planning Commission to begin revocation proceedings for the Contractors Yard CUP once the Church Cup Actions have been finalized.**
- Heritage Trails 5th Addition – Planner Wikstrom
 - Preliminary plat was approved 8 years ago as the 3rd addition. Changes happened, so now it is a 5th Addition
 - Only one portion of lot 1 block 1 is located in Becker Township
 - No roads will be built in Becker Township
 - If the portion that is located in Becker Township would have roads extended around it, those roads would need to be built to our standards.
 - If there are to be buildings constructed or grading on the Becker Township side of the lot, those items need to follow Becker Township Ordinance.
 - The plat was specifically laid out to avoid building more roads.
 - Preliminary Plat public hearing took place and was recommended for approval. Final plat was also recommended for approval.
- Michelle Bourquin – Attorney Bourgeois reviewed with board
 - Original request was that the township declare her home a hazardous building, but has not been made in writing yet.
 - Quite a few photos/videos for the Planning Commission to review
 - Township has no responsibility in regards to the permits not being pulled for the work that was done prior to her purchase. Concerns regarding septic, electrical, mold, drainage, and more were presented.
 - Septic certification did happen as required by law prior to sale of home. However, it was based on false information. While board can definitely feel for her situation, it is out of our jurisdiction.
 - Board asked her to please put requests in writing.
 - To date, no written request has been received.
- Hideout Abatement Resolution – Planner Sanders
 - 8/2016 violation notice regarding signs sent. Some improvement occurred.
 - 11/2017 – violation notice regarding signs sent, a lot of temporary signs were put up.
 - 12/2017 – final notice regarding signs to be sent – plus signs in frontage road
 - No permits have been obtained for signs in violation – sign next to CR 11 caused an accident today. Quite a few violations noted.
 - Resolution is to have the Township go in and take the signs down if the owner does not. Several of the signs are not temporary in nature.
 - Attorney Bourgeois – both Township and Joint Planning need to take action.,
 - Zoning portion will require Joint Planning Board Action
 - Right of way violation portions requires Town Board Action
 - Cost of removal will be assessed back.
 - This is a pre-emptive resolution due to the timing of meetings. Once passed, this resolution will allow staff to verify if they have complied with ordinances or needed power to authorize town contractor to come in and remove signs.
 - Supervisor Babler: I struggle with the process here. Why do we need to make them remove the signs? Attorney Bourgeois: Our current zoning ordinance prohibits advertising a business that is not on your own property.
 - Supervisor Gilbert: Why does this process take so long? Can't we send one notice and then have actions taken? Attorney Bourgeois explained due process that must be

**Becker Township Board
Town Board Meeting
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followed. While this particular one took longer than it should have (over 1 year), the process has to be followed.

- Copies of the notice of violation will go to both the property owner of record (Holtz's Three, LLC) and the property/business (The Hideout Restaurant) itself.
- **Motion to approve Resolution 2017-20: A RESOLUTION BY THE BECKER TOWN BOARD DECLARING A ZONING VIOLATION, A RIGHT OF WAY OBSTRUCTION, AND A NUISAINCE AT PROPERTY 16496 149th STREET SE, BIG LAKE, MN, LOCATED IN BECKER TOWNSHIP, AND APPROVING EMERGENCY ABATEMENT OF PUBLIC SAFETY HAZARDS AND ORDINANCE VIOLATIONS PURSUANT TO THE BECKER TOWNSHIP RIGHT OF WAY ORDINANCE, BECKER JOINT PLANNING BOARD ZONING ORDINANCE, SHERBURNE COUNTY ORDINANCE 170, AND STATE STATUTES §§160.2715 AND 103E by Wilkening. Second by Gilbert. Motion carried, all voting in favor.**

Engineer's Report

- Updated draft of the text portion of Engineering Standards was sent out in packet. Main changes as noted:
 - Added definitions for Rural Residential District (35 mph zones) and Residential Roadways (25 mph zones).
 - Updated road construction – 1.5" over wearing coat; 2" wearing coat; 6" class 5
 - Updated statement regarding contractor's responsibility until a road project is finalized. Mn DOT 15.14 has a differing definition and had been standard. New one to reflect what the Board wishes Becker Township Standard to require.
 - Templates: Supervisor Gilbert asked if the templates are actually as old as indicated in draft and where they were. A: Some were recently redone and others are to be reviewed to see if they still comply with Township Standards. The text standards were for review tonight and the templates will be brought next month. The board will then approve the entire document.
 - Q: where are the low floor, low entry and similar standards located? A: Those are in the Building Code Ordinance.
 - Presented text good, will look forward to final review next month.
- Phase 3 for 185th. Would the board like engineering to start designing this phase?
- Review of what phases are
 - Phase 1 – was to go to 120th
 - Phase 2 – 120th – 109th
 - Phase 3 – 109th to County Road 4
 - Board discussion
 - Phase 1 and 2 funding was already determined/planned. Phase 3 discussion needs to be reviewed. Board directive to Engineer: Township is not ready for Phase 3 of 185th Ave to be designed at this time.
 - Project expenses vs. Budget briefly discussed – table until Treasurer's report
- Directive to Engineering. For next month, please summarize:
 - Rough estimate of paving for phases 1 and 2
 - Ball park grading (very rough estimate) for phase 3
 - Ball park paving (very rough estimate) for phase 3
 - Don't design Phase 3 yet.

Becker Township Board
Town Board Meeting
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- Preliminary CIP breakdown presented. Basing on
 - 5 year crackfill
 - 10 year sealcoat
 - 15 year crackfill
 - 20 year consider overlay or resurface
 - Supervisor Danielson: Do we have a rough idea of how much it will cost to finish a CIP plan? A: new program map is done. Most of the work from Eyk has been transferred to the new program. It will require verification by driving the roads in the spring. It is a good start.
 - Board directed clerk to set up a time with Engineer and Engineer for a workshop where they can sit down and review basic costs. We have a good start here. Check week of January 15th.
- County will allow us to piggy back our paving contracts with them if Engineer gets plans and quantities to them by the end of January. Latest project completion for these would be August. Bid opening would be in February. We still inspect the project, they handle the administrative portions of bidding/etc..
 - Board discussion that this has been done successfully in past years.
 - New requirement – the county now requires a joint powers agreement. Clerk received late this afternoon and forwarded to Attorney just prior to this evenings meeting. Attorney Bourgeois: after a very brief glance, it appears ok, but in depth look won't occur until after this meeting.
 - Board wishes to finish 185th Phase 1 and Phase 2 paving ASAP this summer. Board consensus to finish all parts of paving phase 1 and phase 2 before opening up any more projects. The board has no desire to wait until August to have paving completed for 185th Phases 1 and 2.
 - Directive to Engineer
 - Submit paving plans, quantity and specs to the county
 - Include stipulation that we want this project to be completed early in the season.
 - **Motion directing Engineer Davis to send bituminous plan, specifications and other information required in order to prepare bid documents to Sherburne county by Danielson. Second by Wilkening.**
 - Discussion: Supervisor Danielson: Is the width of 185th Avenue 28'?
 - Engineer Davis: Yes, it is wider than it was.
 - **Motion carried, all voting in favor.**
- Hideout Sign violation brought to light that the original Salida Plat in 1975 shows that the Frontage Road belongs to the Township. Minutes from the November 1975 Town Board meeting support this. ROW in that area discussed by town board. Board directed further research be completed prior to the next meeting to verify ownership of the frontage road as all current board members had been told/under impression that the frontage road was Sherburne County jurisdiction.

Supervisors Reports

- Fireboard – Supervisor Babler – regular meeting. Bills were approved. Containers for practice are coming in the spring.
- Parks and Trails – no report/no meeting, one is coming up.
- Highway 25 Coalition – Supervisor Kolbinger: transportation study that was commissioned is being completed.

**Becker Township Board
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- Next meeting will be reviewing options for river crossing areas. Then it will move to public hearing meetings.
- Plan is for an open house in February.
- State and Federal Transportation Authorities have representatives at these meetings. Funding will determine if a river crossing happens or not.
- Roads Report – Supervisor Danielson
 - Parking on sides of Township roads when plowing is required – calling general dispatch (Sheriff's department non-emergency number) will be used and clerk informed for the records.
 - 185TH Ave being maintained the best that can until spring. There is a portion where it is very rough – big dip. Currently filled with snow and ice where it meets up with 120th. If needed, contractor is to fill with class five if necessary in order to plow without damaging paved surfaces or plow blades.
 - 117th was discussed last month and viewed. This needs to be tied in with workshops or use the road tour to look at all of the minimum maintenance roads. These roads are lower than the ditches so run off isn't working as it should. Some decisions need to be made. Would like to see a list of things to consider for road tour minutes. Clerk stated if the board will make a list or send what things should be checked/what they wish to cover, a list can easily be created.
 - Check Gravel
 - Check swails
 - Clearance level
 - Review conditions of minimum maintenance
 - Check drainage
 - 112th – where is the end? Convolved past. Stops at 9 button is current understanding.
 - Attorney Bourgeois: Based on research and orders, doesn't believe that there is an argument for it to continue through to 185th. Stick with the shorter length and minimum maintenance is required. It does need to be recorded as minimum maintenance.
 - Board discussion on maintenance. No right of way action is needed as long as the township does not want the road to go clear through and connect to 185th Ave SE.
 - Should this be staked? Yes, have it done prior to the spring road tour.
 - Grinding on 169th has been done and looks good now. Check again in the spring at road tour.
 - Plowing issue – trash cans left in the middle of the road. When plowing needs to be done, the township does not want to pay plow drivers to stop and move cans and start plowing again. People need to take responsibility for their trash cans. For now, go around and notify clerk of address. Clerk to put a reminder on the website and notice in the paper.
 - 185th off 73 at the corner is dark and hard to see. Can we dump gravel? Contractor: it is now filled with snow. Leave decision to contractor to figure out. There is a rough road sign from the north. Not from 73.
- Small Cell Right of way – Planner Wikstrom
 - Final draft is before you. It is unchanged from last month and based on a League of MN Cities draft. Most of this should not affect Townships due to lower density, but this needs to be in place by the end of the year. Does the board wish to act now? Reason: a new one was just enacted and Planner would like time to review those provisions if the

Becker Township Board
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board would be comfortable tabling the decision on this until next month. Board consensus to table until next time.

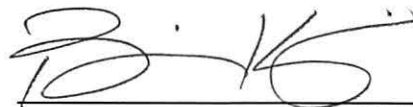
Treasurer's Report

- Q (to Engineer): What do we still owe Kraemer Excavating for the 185th Ave Project? A: on last payment certification last month it stated the exact amount.
- A separate budgeting meeting/workshop needs to be scheduled. Consider moving Treasurers report to earlier in the evening.
- Auditors wanted to have audit in January and take two days, but Treasurer not available due to day job requirements until middle/end of February. Will schedule at that time.
- Supervisor Gilbert: some of the budget numbers are off by quite a bit (ex: culvert had zero in budget, but cost \$75,000 this year; mowing planned 1,000 and spent 24,000). Treasurer – budget is based on numbers Supervisors provide. Treasurer's duty is to track, but supervisors set.
- Supervisors discussed that the board has been doing fine at spending equal or under levy, but still figuring out how to get more accurate budgets. The money has always been present, just which category is tough due to problems that occur. Directive to clerk to figure out budget workshop/meeting at same time as roads workshop email. Two separate meetings are to be scheduled due to the amount of information each entails.
- **Motion to approve Treasurer's report as presented by Babler. Second by Wilkening. Motion carried, all voting in favor.**
- **Motion to pay warrants 13721-13745; PO's 875742-875748; in the amount of \$104,682.25 by Wilkening. Second by Babler. Motion carried 4-0-1. Supervisor Danielson abstained as his company had submitted a claim.**

Other

- Reminder that Tuesday, March 13, 2018 is Township day. Elections for supervisors will take place that day. Annual meeting will start at 8:01 p.m..
- Monroe Assessment. There are some procedural decisions that are required of the board. A Public Safety Hazard has been handled and costs sent. The costs have not yet been paid and the board needs to certify the amounts to the county and declare an interest rate after a public hearing. Clerk asked the board to consider if a lump sum payment or payment over years would be preferred and what interest rate do they wish to use. Decision tabled until next month.
- Fee schedule Resolution presented. Board wishes to table this until next month as well. Supervisor Wilkening to review numbers with Clerk.
- Many things on the website have been updated/changed.

Meeting adjourned at 9:13 pm



Brian Kolbinger, Chair



Lucinda Messman, Clerk