

# Becker Township Board Meeting

## Consent Agenda

January 22, 2018

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1. Minutes – December Regular Meeting Minutes
2. Upcoming electronic fund transfers/automatic payments approval
  - a. City of Becker – water/sewer
  - b. PERA – mandated state retirement program
  - c. Xcel Energy – gas and electric
  - d. Ace Disposal – container at Jeff's
  - e. Advanced Disposal – container at Town Hall
  - f. Midco Business – phone and internet
  - g. Just Host Website – hosting/domain/security – \$242.79
  - h. Payroll taxes – mandated Federal taxes
  - i. Payroll taxes – mandated State taxes
3. Election Resolutions
  - a. 2018-01 Resolution Appointing Election Judges
  - b. 2018-02 Resolution Appointing Absentee Ballot Board
4. Approve Clerk Sign Metro West Acknowledgement
5. Training Opportunities
6. Records Retention Amendment
7. Property Tax Levy Report to MN Department of Revenue
8. Work Comp Audit Report
9. Clean Up Days – authorize clerk to sign documents
10. Note Donation Requests Received – these will be discussed at Budget meeting

**Becker Township Board Meeting**  
**Regular Agenda**  
**January 22, 2018**

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1. Call to order and Verification of quorum
  2. Approval of Consent Agenda
  3. Approval of Regular Agenda
  4. Sheriff's report – Joel Brott – 2017 Annual Presentation
  5. Residential Concerns/open forum.
  6. TPC/JPB Updates
    - a. CUP Revocation Process
    - b. Building Standards
    - c. Driveway/property access revisions
    - d. Fee Schedule Resolution – incl. Grading Escrow
  7. Engineer's Report
    - a. Engineering Standard Updates
    - b. 185<sup>th</sup> Phase 3 design
    - c. Piggyback paving with county
    - d. other
  8. Supervisors
    - a. Fire board
    - b. Sherburne County Parks, Trails & Active Living
    - c. Highway 25 Corridor
    - d. Road Report
    - e. Right of way Ordinance Revisions (Small Cell)
    - f. Official award of 2018 General Maintenance Contract
    - g. Fire Sign heights
    - h. Directive to engineer – prep 107<sup>th</sup> street legals for min maint road re-declaration
    - i. Planning Commission and Joint Planning Board Appointments
      - i. 2018-03 Resolution Appointing Joint Planning Board Member
      - ii. 2018-04 Resolution Appointing Town Planning Commission Members
    - j. Other
  9. Treasurer's Reports
    - a. Treasurer's Report
    - b. Payment of Warrants
    - c. Transfer funds motion
    - d. Yearly transfer until otherwise directed
  10. Other
  11. Adjourn
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**Becker Township Board  
Town Board Meeting  
January 22, 2018**

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**Board Members Present:** Brian Kolbinger, Brad Wilkening, Luke Babler, Gary Gilbert, Joe Danielson (7:12 pm), Lucinda Messman

**Board Members Absent:** Tanya Danielson

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

**Others present:** Sheriff Joel Brott, Tony Wruck – Wruck Excavating

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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.**

1. Minutes – December Regular Meeting Minutes
2. Upcoming electronic fund transfers/automatic payments approval
  - a. Payroll related: PERA – mandated state retirement program contributions; Payroll taxes – mandated Federal taxes; Payroll taxes – mandated State taxes
  - b. Monthly: City of Becker – water/sewer; Xcel Energy – gas and electric; Ace Disposal – container at Jeff’s; Advanced Disposal – container at Town Hall; Midco Business – phone and internet
  - c. Yearly: Just Host Website – hosting/domain/security – \$242.79
3. Election Resolutions
  - a. 2018-01 Resolution Appointing Election Judges
  - b. 2018-02 Resolution Appointing Absentee Ballot Board
4. Approve Clerk Sign Metro West Acknowledgement
5. Training Opportunities
6. Records Retention Amendment
7. Property Tax Levy Report to MN Department of Revenue
8. Work Comp Audit Report
9. Clean Up Days – authorize clerk to sign documents
10. Note Donation Requests Received – these will be discussed at Budget meeting

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

Sheriff’s Report – Annual Report presented by Sheriff Brott

- Summary of 2017 Calls for Service/Arrests – 2294 for Becker Township.
- Comparable to previous years
- DUI’s are up a bit, but County wide, DUI’s are only up 1 from last year. Wait to see if the same continues for next year.
- 4 new Patrol Deputies
- ACA Accreditation completed (started process in 2015)
  - 760 bed facility housing mostly federal inmates
  - 443 Standards/Policies and procedures to document they were following
  - 2<sup>nd</sup> in MN History to receive this accreditation
- Beginning Calea Accreditation for Dispatch Center. Believe it will take two years to achieve.
- Now on Social Media – all sorts of things will be there. Press releases, alerts, etc..

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- Winter parking Township policy discussed. If ordinance, the Sheriff can enforce. Township Attorney recommended a separate winter parking ordinance.

#### Planning Commission/Joint Planning Board

- CUP Revocation process has begun for the Contractors Yard CUP issued in 1999 at 17060 142<sup>nd</sup> Street, Big Lake, MN in Becker Township.
- Building Standards will be changing in the City of Becker in some areas. Staff updated board member on those changes. Joint Planning Board will discuss if they are appropriate for Township Zoning.
- Fee Schedule Resolution Discussed
  - Grading escrow – percent or single number
  - Clerk directed to change wording in Fee schedule to read Final Grading Escrow \$1,000.  
**Motion to pass Resolution 2018-05: Becker Township Fee Schedule 2018 after making change as noted above by Wilkening. Second by Gilbert. Motion carried, unanimous.**
- Board discussion regarding consistency of notices and changes. History of staffing issues on City side and how the Planning Commission and Joint Planning Board work were presented to new board members. Also discussed, the Planning Commission and Joint Planning Boards are independent of the Town Board in many matters, but when right of way matters surface, both the Town Board and Joint Planning Board may be required to act in unison as recently occurred. Improved communications requested. Board members would like to be provided with exact copies of Notice of Violations that are sent out. Clerk to verify this occurs.

#### Engineers Report

- Revised engineering standards with all plates were presented. No drastic changes were made, only updates. Those are shown with yellow highlights. Board members to review and bring comments next month.
- 185<sup>th</sup> Ave Phase 3 Design – **Motion to have engineer do phase three design (layout dirtwork, wetland impacts, etc.) for 185<sup>th</sup> Ave SE by Danielson. Second by Wilkening. Motion carried, unanimous.**
- Paving with Sherburne County
  - Bid out base course pavement for the South ½ of 185<sup>th</sup>. 2” on culverts. Culverts are widened to 13’ lanes for 300’ total and it will catch the radius. Radi have been widened.
  - **Motion directing Engineer to assemble information for bidding with Sherburne County as indicated above within the county timeline by Danielson. Second by Babler. Motion carried, unanimous.**
  - Sherburne County now requires a Joint Powers Agreement when we plan to ‘piggyback’ on their bids. Attorney Bourgeois reviewed documentation and stated it looked good.  
**Motion authorizing Chair Kolbinger to sign Joint Powers Agreement documentation as necessary in order to include our bids with the Sherburne County bidding process by Wilkening. Second by Danielson. Motion carried, unanimous.**
- Capital Improvement Plan (CIP) updates –
  - Road age map sent to supervisors prior to meeting. This process is beginning.

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- **Salida Crossing**
  - Previous engineer thought the ‘Service Road’ was under Sherburne County jurisdiction. However, he was unaware of the wording on the original plat document or the town board minutes from that time.
  - The Town Board needs to decide the status of this ‘service road’ as it is called on the plats. Is it really a road?
    - Discussion on history (Salida, Salida Second Addition, and DASA Depot)
    - Is it really a deeded ROW? Is it dedicated to the township?
    - Engineer Davis is of the opinion, the township didn’t pave it, it is not the townships ‘road’.
    - Legal recommendation requested from Attorney. Sign violations in conjunction with this ROW to be put on hold until ownership of ‘road’ is determined. Clerk to inform planning staff.
- Engineer to do traffic counts on 5 Township Roads. This has been arranged through Sherburne County – looking at area South of Carefree vs North of Carefree on 185<sup>th</sup>, Autumn Ridge, 127<sup>th</sup> Street (joint ownership with City of Becker), and 142<sup>nd</sup> Street. It will be done when convenient.

**Supervisors Reports**

- Fireboard – Supervisor Babler.
  - quiet meeting – hiring three new firefighters due to retirements
  - calls for service numbers were presented at that meeting
- Highway 25 Coalition meeting – no report this month
- Road Supervisor Danielson
  - Not many calls this month right now.
  - Looking at doing winter high trimming soon
  - 192<sup>nd</sup> wait until spring
  - Dead tree removal in Hystten Creek – contractor to remove, but do locates prior
  - ROW decision will wait until next month
- Review of General Maintenance Contract bid submission completed by Supervisors Danielson and Wilkening. **Motion to award 2018 General Maintenance Contract to Wruck Excavating by Wilkening. Second by Danielson. Motion carried, unanimous.** Question: how many bids? A: only one was received.
- Fire Signs – many fire signs have been moved from original locations.
  - Without an ordinance, not a lot the board can do, other than recommend proper placement.
  - If the fire sign has been moved from original spot or is not kept at recommended placement, the Town will not pay for replacement. That cost will be the owners.
  - Board ordered clerk to send recommendation letters to Aspen Ridge and Scenic Hills developments
- In review of records, clerk noted that 107<sup>th</sup> was not included in the redeclaration of minimum maintenance roads. **Motion to have Engineer handle appropriate signage and prepare legals by Wilkening. Second Kolbinger. Motion carried, unanimous.**

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- Appointment to Planning Commission – Brian Kolbinger as representative, Gary Gilbert as alternate. Frank Kasowski, Jr. as at large member.
  - **Motion to approve Resolution 2018-04: RESOLUTION APPOINTING MEMBERS TO THE TOWN PLANNING COMMISSION by Wilkening. Second by Danielson. Motion carried, unanimous.**
  - Discussion of meeting dates came after motion
  - **Motion amending appointments to Luke Babler as alternate rather than Gary Gilbert by Wilkening. Second by Danielson. Motion carried, unanimous.**
- Appointments to Joint Planning Board – Brad Wilkening as representative and Gary Gilbert as alternate.
  - **Motion to approve Resolution 2018-05: APPOINTING MEMBERS TO THE BECKER JOINT PLANNING BOARD by Danielson. Second by Babler. Motion carried, unanimous.**


Treasurer's Report

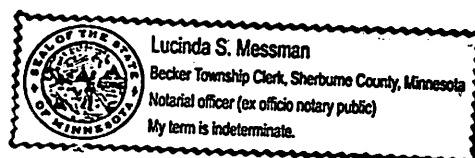
- **Motion to approve Treasurer's Report as distributed by Babler. Second by Gilbert. Motion carried, unanimous.**
- **Motion to pay warrants 13749-13770 and purchase orders 875749-875756 in the amount of \$44,739.75 by Wilkening. Second by Babler. Motion carried, 4-0-1. Supervisor Danielson abstained as his company had presented a claim for payment.**
- Discussion of budget. The Township has not been transferring money from the permit fund to cover overhead costs of handling permits. After analysis, the Treasurer recommended an initial transfer of \$100,000 from the permit fund to the general fund necessary to cover overhead for the years since 2009. Going forward, 25% of gross permit fees collected per year to cover township costs should be appropriate.
  - **Motion to transfer \$100,000 from the permit fund to the general revenue fund by Danielson. Second by Babler. Motion carried, 5-0.**
  - **Motion ordering the Treasurer to transfer 25% of gross permit fees collected per year from the permit fund to the general fund every year until the board so orders otherwise by Wilkening. Second by Gilbert. Motion carried, 5-0.**

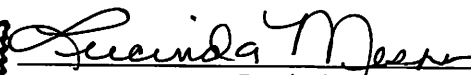
Other

- Budget Workshop and Board of Audit set for Monday, March 5, 2018 from 5:00 pm – 7:00 pm.

Meeting adjourned at 8:46 pm

  
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Brian Kolbinger, Chair



  
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Lucinda Messman, Clerk

**Becker Township Board  
Town Board Meeting  
February 26, 2018**

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**Board Members Present:** Brian Kolbinger, Brad Wilkening, Gary Gilbert, Joe Danielson (7:53 pm), Lucinda Messman, Tanya Danielson

**Board Members Absent:** Luke Babler

**Staff members present:** Kelli Bourgeois - Township attorney, Ben Wikstrom – Township Planner, Jacob Sanders – City of Becker Planner (7:35 pm), Wes Davis – Township Engineer

**Others present:** Sgt. Dan Franks – Sherburne County Sheriff's department, Tony Wruck – Wruck Excavating, Donna Jackson

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

Consent agenda presented.

1. Minutes for approval, January Regular Meeting Minutes, January Roads Workshop Minutes
2. Upcoming electronic fund transfers/automatic payments approval: City of Becker – water/sewer, Xcel Energy – gas and electric, Ace Disposal – container at Jeff's, Advanced Disposal – container at Town Hall, Midco Business – phone and internet, PERA – mandated state retirement program, Payroll taxes – mandated Federal taxes, Payroll taxes – mandated State taxes
3. Acknowledgement of receipt of reports: 2017 SSTS Annual Report, 2018/2017 Taxable Market Values, Census Boundary and Annexation survey letter, Mini-grant Active living Program, RLI Status Inquiry, Sand Hill Septic Report 2017 (1<sup>st</sup> time forwarded to Township)
4. Authorization for signatures, Municipal Delegation Agreement
5. Acknowledge Receipt of Donation Request, Safety Camp

### **Sheriff's Report**

- 243 Calls for service
- 115 Traffic Stops
- IRS Scam has picked up. Remember, IRS will not call asking for information.
- Last snow – snowmobiles were blocking right ways in some locations

### **Open Forum**

Donna Jackson, 122<sup>nd</sup> Street

1. The road is being widened by the grader and plowing. Talked with plow driver in the past, had trouble reaching Supervisor Danielson. After the plow passes the mailbox, they get wider and cuts into the ditch and are changing road dimensions. She does not want the road to get wider and keep a clear understanding of where the road is located. It is only widening on her side of the road, not the other.
2. Supervisors stated that it is important to have ditch areas cleared so standing water isn't standing on the road.
3. Supervisor Gilbert didn't think photos shown looked wrong, but set to go out to her location and look to see what is happening.

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**Public Hearing Opened**  
**Winter Parking Ordinance**

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**Wikstrom**

- Staff was directed to come up with an ordinance over the past months in regards to areas of subdivisions that are being blocked by parked cars.
- Ordinance to include misdemeanor language for transgression.
- Research has been done and nothing matches what the Township is requesting, however based on goals, draft was presented in staff memo format.
- Discussion with Town Board Supervisors
  - Platted language- good or bad?
  - Hardships?
  - Penalty section
  - Dates
- No other comments were brought

**Motion to close public hearing by Wilkening. Second by Gilbert. Motion carried, unanimous.**

**Discussion of Winter Parking Ordinance**

- Intent of ordinance is to get cars out of the way when plows need to get through
- Discussion of how, including timing of year/day, should it be year round, what is the exact goal
- It was determined it was too broad to say no parking on township roads from November 1 – May 1 each year.
- Attorney Bourgeois stated that it is best to be very tight and maintain a narrow focus with the ordinance. She will verify that legally an ordinance can state no parking on streets in a township.
- Contractor stated it takes 6-7 hours, on average, to plow the township.
- All board members would like to narrow the calendar time. November 15-April 1 sounds better
- Other board discussion
  - Does it have to state misdemeanor? Can we have vehicles towed?
  - Wikstrom instructed to read through the City of Becker language as well
    - Use November 15 – April 1
    - Check if hours of keeping roads clear are needed
    - Will work with Attorney Bourgeois for a simple draft next month

**Planning Commission/Joint Planning Board Updates**

- CUP revocation process is continuing in regards to removal of a Contractors Yard CUP at parcel 05-010-1001 (soon to be Oakwood Church). Joint Planning Board to render decision tomorrow night.
  - Q: is the revocation dropped if the deal with Oakwood Church falls through? A: no. The sellers didn't request to keep the CUP. While Joint Planning could hold off on the revocation, since no one expressed concerns to staff or attended the planning commission public hearing, there is no reason to delay the process.
- Access issue complaints. The Joint Planning Board will hear several people tomorrow night regarding issue coming in about access to properties.
- Salida Right of Way



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- Town Planning Commission did not have any recommendation to forward to the Town Board.
- Attorney Bourgeois stated she is waiting for a response from Dove Fretland regarding the Marketable Title Act plus this afternoon the clerk found another record that needs to be reviewed before an opinion can be given. Would like to wait until next meeting to present opinion as this gets more complex the more digging that is done.
- At issue – Is the frontage road owned by the Township or County? It was granted in 1974 as a part of the Salida Plat.

### **Engineer's Report**

- Standards update is underway. Working to simplify and consolidate items to be sure it reflects what we do and matches the goals of the township.
- CIP Update – currently working on the map and spreadsheet to have all history and current status. Making the documentation more understandable and readable as well as goal of being able to answer 90% of all road questions by reading the documentation.
  - Start/stop points of each road
  - When completed this should be comprehensive and very detailed.
  - Supervisor Gilbert is working with Township Engineer
- Monuments and mapping request from the County has been submitted
  - Monuments are survey corners/pieces that usually designate property lines. They are reference points for surveys.
- LFE /Certificate of Survey Discussion – Davis & Sanders
  - Current building code states that properties over 5 acres are exempt from certificate of survey. Engineer is being asked to approve a Low Floor Elevation without a survey. Without a survey or borings or something to tie the LFE back to, there is no way to establish that the LFE is at least 3' above mottled soil as our code requires.
  - Is there something simple that can be used without a full survey? Engineer felt that the good septic reports are all tied to an elevation, can something similar be done to tie the LFE into some sort of datum? Possibly require getting at least a boring at house location and drainfields.
  - Cannot be approving permits if the house isn't at least 3' above mottled soil.
  - Plus – if these are done, it should speed the permit process up.
  - Draft language for building code ordinance could be obtained from some of the septic language – at least that language provides some good examples.
  - Why is this issue? If we don't verify that the LFE is 3' above mottled soils and 5 years later it would flood – liability could be on the township.
  - Staff was directed to work on language.
- 2018 Striping Contract with Sherburne County
  - \$ .04 per linear foot plus fog lines
    - 82<sup>nd</sup> Street SE
    - 87<sup>th</sup> Street SE
    - 185<sup>th</sup> Avenue SE
    - **Motion to proceed with the striping contract joint with Sherburne County by Danielson. Second by Wilkening. Motion carried, unanimous.**
- 2018 Paving updates – curb and gutter added to portion of 185<sup>th</sup> Avenue SE
  - Resurface the south portion with class 5
  - 26' top mat width (1' on shoulder each side)

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- 185<sup>th</sup> widened in an area – smaller shoulder, but wider blacktop. Shoulder is the same size as it was before, just that 1' of the shoulder is going to be paved. This should make the road last a bit longer
- Concrete portion is the same contract with the county
- Engineer Estimates are available and bidding is currently occurring.

**Supervisors Reports**

- Fireboard – Supervisor Babler – Standard meeting. Accepted donation from Liberty Paper for equipment.
- Active Trails – Supervisor Danielson – last meeting cancelled
- Highway 25 Corridor – Supervisor Kolbinger
  - Open house was held on 2/13/2018
  - Monticello website had options listed
  - Feasibility study for River crossings
  - This is 10-15 years away
  - They will create their own communications
  - This group took over for other MN Dot River Crossing Study
- Highway 10 project this summer open house will be coming. Clear Lake to Big Lake accesses changing.
- Joint Powers Agreement with Sherburne County Paving company
  - Section 4 changed before chair signed so a new motion is required. **Motion to approve signing the Joint Powers Agreement with Sherburne County in relation to the 185<sup>th</sup> Avenue paving project by Wilkening. Second by Danielson. Motion carried, unanimous.**
- Road Supervisor. Supervisor Danielson needs to step aside as Road Supervisor. Gary Gilbert nominated to be the new Road Supervisor. **Motion by Danielson to approve RESOLUTION 2018-07: A RESOLUTION DESIGNATING A ROAD SUPERVISOR AND ALTERNATE ROAD SUPERVISOR IN CONJUNCTION WITH ANY ROAD SERVICES AGREEMENTS THAT THE TOWNSHIP HOLDS with language changed to Gary Gilbert as Road Supervisor [full text on file]. Second by Wilkening. Motion carried, unanimous.**
- Designation of 107<sup>th</sup> Street SE as Minimum maintenance road. When reviewing records it was noted that for some reason it was missed when other roads were re-declared minimum maintenance last year. **Motion by Danielson to approve RESOLUTION 2018—06: A RESOLUTION DESIGNATING AND REAFFIRMING THE DESIGNATION OF 107<sup>th</sup> STREET SE MINIMUM-MAINTENANCE ROAD IN BECKER TOWNSHIP, SHERBURNE COUNTY, MINNESOTA [full text on file]. Second by Gilbert. Motion carried, unanimous.**
- Road Report –
  - Issue with snow being pushed across roads. This is a violation of state statute. Decision of the board is to create at least an annual if not quarterly newsletter for distribution to all households in the township. Do the first one shortly after the March election.
  - 77<sup>th</sup> Street has been plowed – report had come in that it had not.
  - Trimming concerns presented. Andersons on Filly Trail had a tree with a large spot of bark that came off with the branch. What if the tree dies, who is responsible?
    - Attorney Bourgeois: If the tree dies, the Township is responsible. The Township would then go to the contractor. Notification requirements MUST be followed

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whenever a tree is going to be removed. Trimming as severe as what was shown, in her opinion, should be notified.

- No one has pulled a tape measure to see exact location of the tree. Board discussion on how to do this better. Trimming to do back cuts so bark doesn't peel down.
- Other snow plow issues with approaches.
- Mailbox issues – include notification/guidelines/rules in newsletter


### **Treasurer's Report**

- Funds transferred as board ordered last month
- Scenic Hills still has escrow money from the bankruptcy. Hidden Haven developers funds went to Anastasia Jellum Bankruptcy Attorney. It is believed they are still escrowed there. The Scenic Hills money is in the Township name and it would be prudent to move it now that the roads have been accepted for maintenance so the township is no longer responsible for this money. Town Board action will be required for release. Attorney Bourgeois will be speaking with the Anastasia Jellum Attorney regarding this release and procedures. Clerk will verify that since 2011 all funds that should have charged to these accounts have been. Bills could include Attorney for Township, Attorney at Anastasi Jellum, Attorneys at Dove Fretland, Engineering regarding acceptance, planning, clerk and treasurer time.
- **Motion by Gilbert to approve Treasurers Report as presented. Second by Wilkening. Motion carried, unanimous.**
- Supervisor Danielson's company presented a claim for payment so he abstained from the voting for paying bills. **Motion by Wilkening to pay claims 13762-13781 and 13791-13799 and PO's 875757-875763 for a total of \$110,517.22. Second by Gilbert. Motion carried, 3-0-1.**

### **Clerk**

- The Township will begin using e-pollbooks with the primary election. Currently Sherburne County will be purchasing two for township use. Due to the size of our precinct, clerk is worried two will not be enough to handle the approximately 3,000 voters in a timely manner. The City of Becker has fewer voters and decided that four e-pollbooks would be a good number. As we are similar in size, that is the clerk's recommendation. Cost is \$1,300 each plus a yearly fee for the software. **Motion to order two additional e-pollbooks for Becker Township by Wilkening. Second by Danielson. Motion carried, unanimous.** Supervisors noted that technology, while nice, is expensive. Goal of these e-pollbooks is to increase accuracy and privacy for all voter records.
- Reminder March 5 from 6-8 pm is board of audit and budget workshop.

Meeting adjourned at 8:48 pm.

  
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Brian Kolbinger, Chair

  
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Lucinda Messman, Clerk

**Becker Township Board  
Regular Town Board Meeting  
March 16, 2018**

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

**Board Members Absent:** none

**Staff members present:** Kelli Bourgeois – Township Attorney

**Others present:** Nicolle Hines, Brandon Hines, Roger Bigalke, Bill Morgan – Citizen Tribune, Tony Wruck – Wruck Excavation

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Chair Kolbinger called meeting to order at 7:00 p.m.. Quorum verified.

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

**Motion to approve agenda after one change – add item 8f: Winter Parking Ordinance by Wilkening. Second by Danielson. Motion carried unanimous.**

#### **Sheriff's Report**

- 191 Calls for Service
- 89 Traffic Stops
- CR 11/102<sup>nd</sup> Street and South speeding enforcement
- New device available that attaches to sign posts to gather data

#### **Open Forum**

- Roger Bigalke – handed out a Veterans Memorial drawing to view. Only the one copy available so he took it with him. Two possible sites being reviewed at Becker City Hall. Since it is for Becker Township and City Veterans Memorial, here to ask if the Township would consider aiding with funds once the site is selected. Goal to have completed for 2020 Freedom Days. Town board has favorable opinion as to aid with funding.

#### **Town Planning Commission/Joint Planning Board Updates**

- March Planning Commission meeting was cancelled
- Staff Meeting held following Joint Planning Board meeting when realtors and contractors came in to voice concerns to board members. Staff seeing if there can be improvements made
- **Salida Right of Way –**
  - **Attorney Opinion. Attorney Bourgeois was asked to determine if the right of way is Township or County.**
    - Dedicated as a service road in 1975 by a prior Town Board.
    - County said Township, Township believed it was County.
    - It is Township Right of Way
      - 40+ years – still legal right of way. Attorney Bourgeois presented reasons

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- Township can do what it wants with the right of way
- No one knows who put a surface on it, but it is not a road at this time. Only right of way.
- If the right of way is vacated, a land locked parcel will be created.
- Salida ROW continued – CR 11/Highway 10 – accident studies indicate this intersection should change, Township wants to retain right of way. This is not a road and the township does not intend for it to be a road at this time.
- Other impact of the Salida ROW information: Element Arms Sign Enforcement action – signs have not been moved yet. They need to be removed from the public right of way. There may be option for board to lease the property the sign is on, but Attorney would not recommend it. **Motion to table this conversation for now by Danielson. Second by Wilkening. Motion carried, unanimous.**
- 103<sup>rd</sup> Street/Monroe property. Attorney Bourgeois reviewed history and processes involved to add assessment onto a parcel briefly with Township Supervisors.
  - Supervisors need to set interest rate – board consensus to use 7%.
  - Call for public hearing is the next step.
  - Resolution and notice for review – several pages of statutory information need to go out to the property owners along with notice.
  - **Motion to approve resolution 2018-08: A RESOLUTION CERTIFYING DELINQUENT EMERGENCY ABATEMENT OF PUBLIC SAFETY HAZARD FEES AND RELATED INTEREST [full text on file] and call for a public hearing on Monday, May 21, 2018 to be held at the Becker Township Hall by Wilkening. Second by Danielson. Motion carried, unanimous.**

### **Winter Parking Ordinance**

- Wikstrom incorporated changes from last month for review. Discussion of improved Right of Way vs. Road – which is correct? It is intentional here as both have different meanings.
  - Definitions to be added to ordinance
  - Snow event time/amounts discussed. Two parts to this due to purpose of defining no parking outside of the proposed 11/15-4/1 no parking ban.
    - First – timing
    - Second amount of snow
  - Attorney Bourgeois pointed out to the board that the more narrow the approach with the ordinance, the better.
  - Much discussion regarding timing, trailers, motor vehicles or parts thereof, permits for parties.
  - Due to the amount of change, a new public hearing will be required. Plan for next month.

### **Engineer's Report**

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- Standards/Mapping/Inventory
  - Tabled due to design North of 185<sup>th</sup>. No further information at this time as they are trying to get a better handle on the wetland impacts and 90 degree curve. Drawings and wetlands delineation should hopefully be completed the end of summer.
    - 2018 – Engineer to design north ½ and bid
    - 2019 build North ½ to bituminous base
    - 2020 final top of bituminous for entire stretch
    - Board requested preliminary designs for the North ½ ASAP as property acquisitions may be involved. Also, multiple speed design options should be in the concept drawings.
- 185<sup>th</sup> Award/Bid abstracts fro base course from CR 73 to 109<sup>th</sup>
  - Appears award should go to Knife River. \$248,177.43 includes all work for base course and 26' wide . Striping is additional cost.
  - Bid says wearing course since traffic will be on this so it is material with a heavier binder.
  - Can final signs go in this fall? Yes
  - Striping will only be center for now
  - Base course and stripes, signs, seeding for this summer of south portion
  - **Motion to award Knife River the contract at \$248,177.43 pending final review of abstract by Wilkening. Second by Danielson. Motion carried, unanimous.**
- LFE/Certificate of survey discussion. Options reviewed. Further discussion tabled for April meeting

### Supervisors Reports

- Fire Board – Supervisor Babler. Regular meeting. Pump went out on truck – being repaired now. 2019/2020 a committee will be formed to research new truck
- Parks/Trails/Active Living – Supervisor Danielson – no meeting.
- Highway 25 Corridor – Supervisor Kolbinger – no meeting. Brief discussion on purpose of coalition.
- Road Reports – Supervisor Gilbert
  - Orrock Township agreement reviewed and discussed with Orrock Road Supervisor
    - Looks good
    - Statute required to resolve disputes has to be there
    - **Motion authorizing Becker Township Road Supervisor to discuss agreement with Orrock Road Supervisor and tentatively approve with no changes as presented by Babler. Second by Wilkening. Motion Carried, Unanimous.**

**Becker Township Board  
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- 185<sup>th</sup> – south ½ will be graded tomorrow. As long as conditions allow, grading to occur once a week until Kraemer is back on job site. Thank you's were received for grading.
- Snake River Estates Trail – Supervisor Danielson
  - Sherburne County called and asked if they put a paved trail in, would Becker Township take over?
  - Easement is specifically dedicated to Sherburne County, not Becker Township
  - Board Consensus – No
- Corridors of Commerce Scoring Committee letter presented. City of Becker has requested we send letter of support. **Motion authorizing Town Board Chair to sign letter by Danielson. Second by Gilbert. Motion carried, unanimous.**

#### **Treasurer's Report**

- **Motion to approve treasurer's report as distributed by Wilkening. Second by Gilbert. Motion carried, unanimous.**
- Supervisor Danielson abstaining from payment of warrants as his company has submitted a claim. **Motion to approve and pay warrants 13800-13830, Purchase orders, 875764-875770, and Electronic Fund Transfers 1001-1004 in the amount of \$65,437.22 by Wilkening. Second by Gilbert. Motion carried, 4 voting in favor, 0 against, 1 abstained.**
  - Why EFT form rather than PO forms now? To comply with EFT regulations, approval and payment dates need to be tracked – new form complies.

#### **Other Business**

- Question by supervisors regarding the CIP. With GIS there is a lot of work involved. End product is good, but need to ask about money involved.
  - Pavement age is done
  - Base road rating is done
  - Changing to/from to be more exact
  - For next meeting Engineer requested to provide board some ideas of costs associated with possible options. Not exact cost, just some ball park figures for the board to consider and provide direction.
    - Example: map with road signs shown
    - Maps with culvers shown
    - Etc..
- Local Board of Appeal and Equalization – reminder 4/10/2018 at 9 am here.
- Developers Agreement – Attorney Bourgeois will handle
  - Treasurer pointed out that Becker Township requiring cash last time developing was going on was good – recommends keeping with cash rather than letters of credit.

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- Current version clerk provided is not a good one, but what is currently on file.  
Due to phone calls, request for updates now rather than scrambling at last minute.
- Attorney Bourgeois will look for good base document.
- Newsletter – spring/fall planned. Draft will be ready for next month.
- Road Tour set for 4/28/2018 at 7 am. Clerk to request transit vehicle
- Correction to minutes: Staff memo (attached) reviewed with board and original documentation verified. October 2017 minutes need a correction.
  - **Motion to amend October 2017 minutes motion originally printed as**
    - **“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”**
    - **to read what actually occurred:**
    - **“Motion to pay warrants 13670-13695 and purchase orders 8757192 and 875729-875736 in the amount of \$152,985.26 by Danielson. Second by Wilkening. Motion carried, all voting in favor.”**
    - **By Wilkening. Second by Babler. Motion carried, all voting in favor.**
- Clerk read election memo [full text on file] dated today. A mistake was made that had no impact on election outcome, but in interest of transparency, counting error was announced.

**Motion to adjourn by Danielson at 8:48 pm. Meeting adjourned**



Brian Kolbinger, Chair



Lucinda Messman, Clerk



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STAFF      MEMO

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TO:     Becker Township Supervisors  
FROM: Clerk, Lucinda Messman  
DATE:   March 16, 2018  
RE:     Error found in minutes October 2017

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When gathering data for audit, Deputy Clerk noted a typo in the October 2017 minutes. The claims numbers and purchase orders for payment were incorrectly typed.

Attached are the supporting documents (October 2017 approved minutes and claims list for approval). Payroll net distribution data is private, but the claim numbers for payroll have been verified by the Clerk and Treasurer. Any supervisor who signed that document may request to view before the meeting, but by statute, it cannot be included in this packet.

The board actually approved paying warrants 13670-13695 and purchase orders 8757192 (incorrectly numbered but it is what was approved and how the record stands) and 875729-875736 totaling \$152,985.26.

When typing minutes, I can only suspect I was interrupted as both financial records (clerk and treasurer) clearly indicate the above mentioned warrants were what was actually verified for payment. The numbers listed are those that were paid for September 2017.

I am requesting the following motion to correct the October 16, 2017 minutes:

Motion to amend October 16, 2017 minutes motion originally printed as

“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” to read what actually occurred: “Motion to pay warrants 13670-13695 and purchase orders 8757192 and 875729-875736 in the amount of \$152,985.26 by Danielson. Second by Wilkening. Motion carried, all voting in favor.”

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Becker Township Board  
Town Board Meeting  
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**Board Members Present:** Brian Kolbinger, Brad Wilkening, Gary Gilbert, Joe Danielson, Luke Babler, Lucinda Messman

**Board Members Absent:** Tanya Danielson

**Staff members present:** Fran Seeley – Deputy Clerk, Kelli Bourgeois - Township attorney, Ben Wikstrom – Township Planner, Wes Davis – Township Engineer

**Others present:** Sgt. Dan Franks – Sherburne County Sheriff’s department, Tony Wruck – Wruck Excavating, Zack Johnson

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

Clerk issued Oath of office to Supervisor elected in March: Joe Danielson, Brian Kolbinger, and Gary Gilbert.

Consent agenda presented.

1. Minutes for approval, March Regular Meeting Minutes
2. Upcoming electronic fund transfers/automatic payments approval: City of Becker – water/sewer, Xcel Energy – gas and electric, Ace Disposal – container at Jeff’s, Advanced Disposal – container at Town Hall, Midco Business – phone and internet, PERA – mandated state retirement program, Payroll taxes – mandated Federal taxes, Payroll taxes – mandated State taxes
3. Acknowledgement of receipt of reports: Vonco Permit

**Sheriff’s Report**

- 221 Calls for service
- 122 Traffic Stops
- April 1 – August 1 – no ATV’s allowed in ditches. This is an enforcement period.
- CR 11 speed enforcement near 102<sup>nd</sup> – no more complaints

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**Public Hearing Opened – Winter Parking Ordinance**

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Wikstrom reviewed changes from last draft of Winter Parking Ordinance with Board members. Improved rights of way vs roads were discussed. Goal of the ordinance is that people cannot park vehicles on township roads nor can they store trailers and such in township right of way so that during snow plowing operations, plows can get through and the ditches are clear for snow ‘storage’.

- If it snows, all of the right of way should be cleared of vehicles and trailers/etc..
- Discussion if this captures intent of board? Yes, two parts – one for no parking on road surfaces and if it snows outside the dates listed, now parking anywhere within the right of way.

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

Board discussion – the word trailers should appear in sub 2.

**Motion to approve ORDINANCE 2018-01: WINTER PARKING ORDINANCE; AN ORDINANCE ENACTING WINTER PARKING RESTRICTIONS IN BECKER TOWNSHIP after addition of the word trailers in Section 4, Subd 2 by Babler. Second by Gilbert. Discussion: we aren’t going to adjust this at all? No. Motion carried, unanimous.**

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**Motion to approve Summary Ordinance 2018-01: WINTER PARKING ORDINANCE; AN ORDINANCE ENACTING WINTER PARKING RESTRICTIONS IN BECKER TOWNSHIP as presented by Wilkening. Second by Danielson. Motion carried 5-0. All voted in favor.**

**Open Forum**

- Zach Johnson Secondary Access request
  - 12331 177<sup>th</sup> Ave SE
  - Township Engineer has viewed, location would be appropriate.
  - **Motion to approve secondary access permit application for access to township road for Zach Johnson by Wilkening. Second by Babler. Motion carried, unanimous.**

**Planning Commission and Joint Planning Board Updates**

- Metro West new contract presented. Their rate has increased from prior contract (2010). **Motion to approve Town Board Chair signing/executing the Metro West Contract contingent upon legal recommendation by Wilkening. Second by Gilbert. Motion carried, unanimous.**
- Wikstrom – Planning Commission held public hearing for an automotive sales/service facility. It received a unanimous recommendation for approval.
  - One of the conditions is to either remove the sign in the Township Right of way or see if some type of agreement can be obtained.
  - Attorney Bourgeois drafted an encroachment agreement for the board to review. A few passages required rewording – these were highlighted for the board, though not in the document they were reviewing.
    - Originally a lease was considered. For this instance, a lease is not the recommended instrument.
    - An Encroachment Agreement for the existing, freestanding sign that is partially in the township’s right of way is more appropriate in this case.
    - No property rights are being conveyed. There are six (6) conditions:
      - The area of encroachment includes the sign structure itself and an area 10 feet surrounding the sign.
      - The encroachment agreement is non-transferable.
      - Accurate Automotive or other representatives of BN Holdings, LLC are responsible for all maintenance and upkeep of the sign and the surrounding property.
      - Said encroachment agreement shall run from the date of this resolution and continue until the earliest of a period of ten years, or the right of way is needed for public road and/or utility purposes. If it is determined the right of way is needed for public road and/or utility purposes, BN Holdings, LLC must remove the sign and all appurtenant structures within 60 days of notice from the Town. If the sign is not removed within 60 days of notice, the Town has the right to remove the sign and all appurtenant structures and assess the cost of removal to the property owner.
      - If the sign is damaged more than 50% of its value, improved to more than 50% of its value, or removed by the property owner for any purpose, it may not be replaced within the Town right of way. Any new sign must be

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- built on the property owner's property and in accordance with all applicable ordinances and regulations in place at the time of construction.
- The property owner shall provide the Town, at owner's cost, a certificate of insurance indemnifying the Town of Becker from any suit, action, or cause of action arising out of the existence of the sign on the right of way. Said insurance limits shall be set at \$1,500,000 per occurrence. The certificate of insurance shall name the Town as an additional insured.
  - This should prove to be both good for business and protect the township right of way. There is a public benefit for this
  - #4 was edited from original draft to state right of way. That frontage is not a township road.
- **Motion to approve Resolution 2018-10: A RESOLUTION PROVIDING FOR AN ENCROACHMENT AGREEMENT BETWEEN THE TOWN OF BECKER AND BN Holdings, LLC ON RIGHT OF WAY BETWEEN LOT 2, BLOCK 1, SALIDA CROSSING SECOND ADDITION AND COUNTY ROAD 11 with changes recommended by Township Attorney as they are not substantive by Babler. Second by Danielson. Motion carried, unanimous.**

**Engineer's Report - Davis**

- 185<sup>th</sup> Avenue
  - North ½ preliminary design and wetland impacts are underway
  - Looking at the 90 degree curves and right of ways to see about flattening them out
  - Craig Wensman, Bogart-Pederson brought to board's attention that the 66' right of way is based on centerline. Board's intent at the time this was done needs to be verified (L. Olson was on the board when this occurred). Nothing was recorded, just the survey ordered by previous Board member. Now we have legal 66' width, we would need easement or ROW to flatten curves. Clerk to send copies of road orders in file to Engineer.
  - Design speed discussed
  - Board expects specifications for review/drawings for 30 and 40 mph designs in May.
  - Rough road signs are out
  - MPCA was on site and noticed erosion control was missing. NPDES permit was not properly pulled. All requirements of MPCA have now been submitted and completed. The township will not be billed for anything relating to the MPA issue.
  - In December, Geyer signal went bankrupt and communication issues occurred (many other LGU's experienced this issue too). New signs were placed. Many items have affected this project from the start, but things are back on track.
- LFE/Certificate of survey – Craig Wensman, Bogart & Pederson was asked for opinion on building code. Topics discussed:
  - Township requirement of 3' separation between mottling and LFE. History as relating to Bridgeview development and asking if Township would consider 1' separation.
  - House staking Certificates vs. Certificate of Surveys.
  - As Built Certificate of Surveys and requirements for <5 acres; not required >5 acres. Need to improve the language requiring soil borings as there is nothing to 'associate' those LFE numbers to at this time if >5 acres. Or consider as built's for all properties even if survey is for house area rather than entire property for those > 5 acres.

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- 112<sup>th</sup> Street SE – no road order on file. Supervisors pointed out it was called Becker-Orrock Road. Clerk was unaware of this name so will do more searching for a road order (had searched 46<sup>th</sup> Avenue). Only thing on 46<sup>th</sup> avenue – in 1987 grading was over 1 mile in length.
  - 9 button is close to end
  - Nick Anderson, Bogart Pederson will check USGS photos
- Updated CIP Map
  - Roads are colored by pavement age as requested by Town Board
  - Lengths will list on spreadsheet – verification to take place at road tour
  - Inventory is still being reviewed

### **Supervisor Reports**

- Fire Board – Supervisor Babler
  - Reviewed training program for EMS and Firefighters
  - New Pump Transmission was less than estimated
  - Insurance has decreased
- Parks – no report
- Highway 25 Coalition – no report
- Roads
  - Orrock agreement for plowing is good to go. **Motion to have chair execute the Orrock Plowing Agreement by Danielson. Second by Gilbert. Motion carried, unanimous.**
  - 185<sup>th</sup> is being graded once per week. We will grade until work resumes.
  - Mailbox information now with building permits
  - Emergency tree fix required for 67<sup>th</sup> Street due to branch hanging low/dangerous.
  - 92<sup>nd</sup> Street Broken fence post with culvert removed
  - 67<sup>th</sup> Street is not in good shape. Santiago Township claims it is our fault. View on Road tour
  - Asphalt damage by Snowplow contractor to be resolved later this summer
  - Aspen Ridge – still a car parked on road
  - NE of 175<sup>th</sup> and 137<sup>th</sup> Street/Sherburne - trash that Jeff handled
  - No overweight permits are allowed in Township
  - Discussion of road by CR 50/Highway 10 – view road on road tour
  - Jeff Peterson, Township Signing/Cleanup
    - Asked if board had any questions or concerns about signs/signing progress. Supervisor Danielson wants to see nylon washers used rather than rubber.
    - Asked about 9 button signs going into yards – should that occur? Board consensus – yes – follow legal requirements
    - Asked about sign inventory/replacement program – should he still follow what Eyk had given him last year? Some curves were changed and another page was added. Yes.
    - Board asked if signing will be finished this year – Yes
    - Wes will keep the sign inventory updated
    - Jeff asked who he should speak with for questions. Board stated to work through Road Supervisor
    - Stickers for Becker Township signs were ordered. These track sign age/replacement information.
- Reorganizational matters

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- **Motion to appoint Brian Kolbinger chair by Danielson. Second by Babler. Motion carried, unanimous**
- **Motion to appoint Brad Wilkening vice chair by Danielson. Second by Gilbert. Motion carried, unanimous.**
- **Motion to continue using Citizen Tribune as legal newspaper by Wilkening. Second by Danielson. Motion carried, unanimous.**
- **Motion to continue using Sherburne State Bank as depository by Kolbinger. Second by Babler. Motion carried, unanimous.**
- **Motion to**
  - **appoint Brian Kolbinger and Luke Babler to fire board, alternate Joe Danielson**
  - **appoint Joe Danielson to Sherburne County Parks, Trails, and Active Living board, alternate Gary Gilbert**
  - **appoint Brian Kolbinger and Brad Wilkening to Highway 25 Corridor**
  - **by Wilkening. Second by Danielson. Motion carried, unanimous**
- **Motion to designate official posting places as Town Hall, City Hall and the Township website ([www.beckertownship.org](http://www.beckertownship.org)) by Danielson, second by Babler. Motion carried, unanimous.**
- **Motion to approve Resolution 2018-11: RESOLUTION AUTHORIZING CONTRACT WITH INTERESTED OFFICER for Joe's Bobcat and More by Wilkening. Second by Babler. Motion carried, 4-0-1. Supervisor Danielson abstained due to conflict of interest.**
- Revisions to the following documents are planned by end of year:
  - Electronic Fund Transfer policy
  - Capital Improvement Plan
  - Modified approach to depreciation policy
  - Revisions to Data Request Policy
- New training manual's distributed
- 60 day rule is being followed in planning and zoning – compliance confirmed
- Tabled as Treasurer was absent: do we wish to change from cash basis to accrual software?
- Compensation effective 4/17/2018:
  - **Motion to set Supervisors pay at \$100 per meeting and \$23/hour by Kolbinger. Second by Wilkening. Motion carried, unanimous.**
  - **Motion to set Clerk pay at \$24.50 per hour by Wilkening. Second by Gilbert. Motion carried, unanimous.**
  - **Motion to set Treasurer and Deputy Clerk pay at \$24.50 per hour by Wilkening. Second by Gilbert. Motion carried, unanimous.**
  - **Motion to set Mileage reimbursement rate at Federal Standard by Danielson. Second by Wilkening.**
  - Question regarding official office hours? Clerk responded posted hours are Monday and Wednesday 8 am – 5 pm and other hours by appointment. However, clerk is often there approximately 30 hours during the week based on workload. Board consensus to continue this as hours were discussed last year. Deputy Clerk hours to continue and increases are fine whenever necessary. Board likes that more information is becoming easier to access as it is digitized.
- Donation Requests



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- **Motion to make the donations as follows:**
  - Snake River Cemetery \$750
  - Danish Cemetery \$700
  - Becker Cemetery Association \$800
  - City of Becker Parks and Rec \$10,000
  - All Night Grad Party \$1,000
  - Safety Camp \$800
  - **Totaling \$14,050 by Wilkening. Second by Danielson. Motion carried, unanimous**
- Gopher feet. County has increased reimbursement to \$1.00 per pair of feet. Clerk reminded board members that W-9's are required prior to sending gopher bounties out as Township is required to file 1099's for anyone earning over \$600 in bounties. **Motion to increase gopher bounty to \$2.50 per pair by Wilkening. Second by Danielson. Motion carried, unanimous.**

#### Treasurer Reports

- Supervisor Wilkening asked about receipt 13833. Clerk reviewed and noted it was not our bill, but should have gone to City of Becker. **Motion to pay warrants 13831-13851, eft's 1006-1014, void check 13852 and disallow warrant 13833 by Wilkening. Second by Gilbert. Motion carried unanimous.**
- **Motion to create fund 290: Escrow funds held by Wilkening. Second by Gilbert. Motion carried, unanimous.**
- **Motion to approve 2018 budget as distributed by Wilkening. Second by Babler. Motion carried, unanimous.**

#### Other

- Developers Agreement is being updated by Attorney Bourgeois
- Newsletter draft distributed
  - Add cleanup price list
  - Feedback is due by end of week so it can be distributed prior to cleanup days
- Website will be undergoing revisions. Any comments to changes distributed, send by end of week.

Meeting adjourned at 8:59 pm.

  
\_\_\_\_\_  
Brian Kolbinger, Chair

  
\_\_\_\_\_  
Lucinda Messman, Clerk

Becker Township Board  
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May 21, 2018

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

**Board Members Absent:** none

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

**Others present:** Sgt. Dan Franks – Sherburne County Sheriff’s department, Tony Wruck – Wruck Excavating, Bill Morgan – Citizen Tribune Newspaper, Jeff Peterson – Township Signing, Craig Wensmann – Bogart, Pederson

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Meeting called to order and quorum verified by Chair Kolbinger.

Consent Agenda Items –

1. Minutes
  - a. Local Board of Appeal & Equalization Minutes
  - b. April Regular Meeting Minutes
  - c. April Road Tour Minutes
2. Upcoming electronic fund transfers/automatic payments approval - City of Becker – water/sewer; Xcel Energy – gas and electric; Ace Disposal – container at Jeff’s; Midco Business – phone and internet;
3. Upcoming EFTS related to payroll: Federal and State - mandated rates - total available at meeting, PERA – mandated rates, total available at meeting
4. Correspondence
  - a. Election Related – 24 names received from State Party Lists
  - b. Becker Lions Club notice
  - c. Sherburne County Coalition of Lake Associations Event
  - d. Land Use Law Seminar
  - e. Government Center Ribbon Cutting Event
  - f. Final 2018 Cleanup Day Grant Agreement Received
  - g. 137<sup>th</sup> use as a Temporary Trunk Highway Haul Road Designation – MnDOT
  - h. USDA Section 502 Loan program
  - i. Heritage Trails Platting Completed, return of escrow request
  - j. KDV – revised audit cost due to new requirements – motion to approve Treasurer signing documentation.

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

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

**Sheriff’s Report**

- 192 Calls for Service
- 84 Traffic violations
- No significant items to note this month
- 127<sup>th</sup> Street had some traffic complaints earlier in the month. More patrol and they have not heard back.



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**PUBLIC HEARING – DRAINAGE EASEMENT VACATION**

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Sanders reviewed staff memo [full text on file: Boulder Crossing Second Addition] with board.

- Vacate center east/west drainage and utility easement between lots 2 and 3, block 3 in order to combine the two lots into a single, larger lot.
- The north/south drainage and utility easement is to remain in place.

Richard and Susan Hanson were present to voice question regarding change in water flow if a drainage easement is vacated.

- Sanders explained the east/west drainage and utility easement is a standard requirement when platting and is placed around all lots to allow township access if necessary.
- Wensmann stated that the general drainage (north/south drainage and utility easement) will continue to work as designed in the original Boulder Crossing Plat. The water flow should not change and flow towards your home.
- Chair Kolbinger reminded those present that standard drainage issues are addressed when building permits are submitted and that homes would not normally be allowed to be placed on what is now the north/south drainage and utility easement. The north/south easement as shown in preliminary and final plats is not being vacated.
- Memo submitted to Township Clerk was read. Text follows:
  - I am writing to express my concerns about the combination of two lots in the Boulders Crossing neighborhood. My general concern is not with the combination of these lots but with the general protective covenants, conditions and (sic) restrictions in itself. It seems that these restrictions are being followed less and less as the neighborhood develops. I worry that with a large lot being vacated that those rules such as "stick built" dwelling will lean more towards giant pull sheds with steel siding, which was believed to be against restriction code. Also garage/ other buildings erected while primary dwelling is being constructed. Trash and other debris have been an issue with some of the new construction in the neighborhood.

It seems uncertain how closely management is taking these concerns into thought but these are some concerns that a few in the neighborhood have expressed.

Resident of Boulder Crossings.

Zoning effect of this would be to allow for a larger home and accessory structures. Covenants (not enforced by township) enforce the aesthetics.

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

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**Discussion**

- Building size is determined by code
- Covenants are up to the homeowners to enforce
- Reasons for increase in lot size discussed

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- **Motion to approve RESOLUTION 2018-12: A RESOLUTION APPROVING VACATION OF A DRAINAGE AND UTILITY EASEMENT BETWEEN LOT 2 AND LOT 3, BLOCK 3, BOULDER CROSSING ADDITION by Wilkening. Second by Danielson**
  - Discussion:
  - concern expressed by Supervisor Danielson that that drainage ditch never be blocked
  - Supervisor Babler – reasoning behind calling it a drainage and utility easement when not always used for that purpose
  - Chair Kolbinger asked Township Engineer for his opinion regarding this drainage and utility easement vacation. Engineer Davis stated he didn't see any issues with vacating the east/west drainage and utility easement.
  - **Motion carried, all voting in favor.**

### **Open Forum**

- Joel Gindele was present with a concern regarding pavement damage by snowplow contractor on 174<sup>th</sup>. He submitted photos prior to the road tour and wondered when the repairs would take place. He wanted to be sure that the area was inspected closely.
  - Supervisor Gilbert stated we were waiting on asphalt plants to get going and Tony Wruck, Wruck Excavating was present who stated that he is planning to do the repairs the first week of June.

### **Town Planning Commission/Joint Planning Board Updates**

- Currently two boundary line adjustment applications are going through for parcels moving boundary lines. A Special Town Planning Commission meeting is scheduled for 6 pm tomorrow night to hold public hearings for the Boulder Crossing Second addition preliminary and final plats.

### **Engineer's Report**

- 185<sup>th</sup> Avenue –
  - A change in construction status was completed last week
  - Grading is being done
  - Centerline and drive culverts are in
  - Ready for class 5.
  - At 118<sup>th</sup>/113<sup>th</sup>/114<sup>th</sup> side streets, the culverts had to decrease in size (lower than township standard) to maintain bituminous integrity. This change was discussed with Road Supervisor Gilbert.
    - Supervisor Danielson asked if change to oval had been considered
    - Engineer replied no, based on time constraints, 12" pipe would meet the hydrolic demands
    - Supervisor Wilkening stated that squashed pipe is very expensive
  - Seeding should happen on schedule

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- Current timeline is for paving to occur 6/15-23/2018. The County has control over paving dates, we do not.
- Kraemer is grading right now
- Plan is to be paved road prior to July 4<sup>th</sup>.
- 185<sup>th</sup> Avenue North Designs presented
  - 30/40 mph drawings viewed [drawing location: 185<sup>th</sup> Ave North in road file]
  - Both designs will require some right of way acquisition
  - Recommendation for advisory plaque (20 mph) for curve if no acquisition of land is achieved.
  - Discussion regarding reverse curves using more of the wetland area & overdesign requirements if that option would be selected.
  - Borings have been completed.
  - Supervisor Danielson would like to see 30 mph conversation from a safety perspective. If it stays at 20 mph, a stop sign might be a better option.
  - Supervisors Danielson and Babler will talk to landowners.
  - Engineer directed to do a bump out design to the North to determine effect on land and let board see the costs
- **Motion to approve JOINT POWERS AGREEMENT BETWEEN SHERBURNE COUNTY AND BECKER TOWNSHIP FOR THE INSTALLATION OF PAVEMENT MARKINGS by Babler. Second by Danielson. Motion carried, all voting in favor.**
- Staking – 8 areas were listed as staking candidates on road tour. Discussion regarding how many to do and timing.
  - Board directive – stake four first. Then work with Road Supervisor Gilbert once complete and see what is found. Order to stake:
    1. 112<sup>th</sup> Street SE - from CR 51 to Dead End - to parcel id 05-126-2105
    2. 117<sup>th</sup> Street SE - from CR 51 to Dead End
    3. 77<sup>th</sup> Street SE - from Dead End to CR 27
    4. 95<sup>th</sup> Street SE – from CR 93-Cul De Sac
    5. 175<sup>th</sup> Ave SE – from Lutz to 67<sup>th</sup> Street
    6. 107<sup>th</sup> Street SE – from CR 67 to Dead End
    7. 190<sup>th</sup> Ave SE – from CSAH 16 to Town Line
    8. 190<sup>th</sup> Ave SE – from 95<sup>th</sup> Street to Dead End
  - Board needs to make formal decision as to length of 112<sup>th</sup> Street SE. Marketable title act may have impact.
  - Clerk to send road orders on file for roads above to Engineer
- CIP Update – inventory – condition – then CIP still being worked on

### Supervisor Reports

- Fireboard – Supervisor Babler
  - 45 Calls for service, budget meeting next month
- Parks, Trails, Active living – no report this month
- Highway 25 Coalition – Supervisor Kolbinger

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- Next key pieces are pulling data together and finishing out study. Some public hearings will be done – one was done with various options shown.
- Road Report – Supervisor Gilbert
  - Road conditions and inventory being reviewed
  - Speed limit signs discussed. Wildwood will be getting new 35 mph signs
    - Complaint regarding driving too fast. Why can't 25 mph signs go back up?
    - 2 Rural Residential districts in Township – both cluster septic design with much smaller than average lot sizes. They can maintain 25 mph due to driveway spacing. Others are at 35 mph
    - Jeff Peterson said signs should be installed soon. Some locations still have old signs that are being replaced. Signs should all be in by end of year.
      - Peterson: As enter development, can the 35 mph and no outlet signs go on a single post? Board consensus: No, it is too busy. Space them out at 100 feet.
  - 172<sup>nd</sup> Cul De Sac pillars and rocks – Status? Discussion took place
    - Pull obstructions and leave right of way?
    - Move pillars and leave drive way?
    - Easement to property doesn't exist (parcel identification 05-422-0205)
    - Board wants to retain ownership of right of way
    - Attorney Bourgeois clarified that it is not platted right of way, but an outlot that was deeded to the township (parcel identification 05-422-0010)
      - There is not a right of way issue, it is an encroachment issue. Landowner should be notified.
      - There will likely be title issues for owner in case of sale – check for easement
      - The Township has much more control over an outlot than a right of way
    - Board tabled any decisions until next month
  - CR 50 – road by Midwest Bus
    - Call Bus Garage Road for inventory – number/name? leave as is else would require owners on road to change addresses
    - No maintenance records past 5 years
    - Road order exists
    - Board consensus –
      - mowing only at this time
      - mark as minimum maintenance road with no outlet sign
      - do not change address
      - Minimum maintenance resolution required with appropriate legals.
- Building Code Ordinance
  - 3 items need revision in the ordinance
    - Mottling – see packet for possible verbiage description handed out – discussion on verbiage
    - Clarification on certificate of survey requirements for parcels over 5 acres
    - Veering from plat grading plan – how to handle

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- Sanders – original language changes were suggested in February, then changed, then tabled. Goal is to do what the board wants, but it has been unclear.
- Board directives
  - Sanders to work with Craig Wensmann, Bogart Pederson and Township Engineer Davis
    - Draft something regarding house staking required for parcels over 5 acres
    - Draft something regarding mottled soils at less than 3’ separation. Some board members feel 1’ separation may not be enough and that we would be back in the same position as several years ago.
      - There are more checks and balances now
      - Mottling is subjective and determined by septic designer
      - Wensmann suggested considering preliminary borings and as built
    - Draft something regarding veering from plat grading plan will require a letter from an engineer
  - Complete the language for those three items. Wensmann was asked to double check with the county to see if there are any changes to their ordinances regarding these areas in the works
  - Move forward with language draft to board for June meeting
  - Plan for public hearing in July
- Hideout signs are still in storage. These need to be transferred to the Hideout Property and cost added to assessment. **Motion to approve addition of reasonable transportation costs to the fees of \$907.28 as presented for assessment and then clerk to mail the billing by Wilkening. Second by Babler. Motion carried, all voting in favor.**
- **Motion to reaffirm RESOLUTION 2018-08: A RESOLUTION CERTIFYING DELINQUENT EMERGENCY ABATEMENT OF PUBLIC SAFETY HAZARD FEES AND RELATED INTEREST [full text on file] and call for Notice that the Becker Town Board will meet at 7:00 p.m. on June 18, 2018 at Becker Township Hall, 12165 Hancock Street, Becker, MN to consider, and possibly adopt, the proposed assessment for the removal of boulders in the right of way abutting the property at 15787 103rd Street SE, Becker by Danielson. Second by Babler. Motion carried, all voting in favor.**

### Treasurer’s Report

- KDV has added a \$7,500 conversion fee treasurer was unaware would occur. She will question them, but likely we will have no choice but to pay. It is not being paid until questions are answered.
- **Motion to approve Treasurer’s report as distributed by Babler. Second by Gilbert. Motion carried, all voting in favor.**
- **Motion to approve payment of warrants 13853-13884, eft’s 1016-1020, 1022-1023 in the amount of 73,097.79 by Wilkening. Second by Gilbert. Motion carried, 4-0-1. Supervisor Danielson abstained due to his company presenting a bill.**

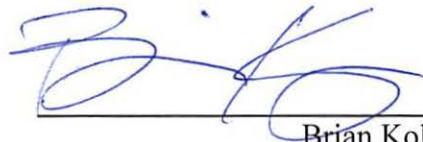
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**Other**

- Clerk would like to discontinue cleaning contract due to poor performance. Board agreed and ordered clerk to obtain some pricing to bring to next month's meeting.
- Ramp photos displayed and new design/repair is required. Supervisor Danielson to work with Bogart Pederson to come up with revised design. Clerk asked about secondary ramp as the last election had quite a few more wheelchairs requiring access and the flow is difficult given only a single ramp. Danielson will look into possibility of wider footing design. Sanders will double check permit requirements with the City of Becker when they are in conjunction with meeting ADA requirements. Other option possibility, rental of a ramp for the front steps.

Meeting adjourned at 9:15 pm.



Brian Kolbinger, Chair



Lucinda Messman, Clerk

**Becker Township Board Meeting**  
**Regular Agenda**  
**June 18, 2018**

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1. Call to order and Verification of quorum
2. Consent Agenda
  - a. Minutes - May Regular Meeting
  - b. Upcoming electronic fund transfers/automatic payments approval - City of Becker – water/sewer; Xcel Energy – gas and electric; Ace Disposal – container at Jeff’s; Midco Business – phone and internet; Just Host – Website Security
  - c. Upcoming EFTS related to payroll: Federal and State - mandated rates - total available at meeting, PERA – mandated rates.
  - d. Correspondence
    - i. MPCA Compliance Completed
    - ii. SWCD County Water Plan Adoption
    - iii. KDV Financial representation Letter
    - iv. Tobacco License renewals (remove from CA to comment)
3. Approval of Consent Agenda
4. Approval of Regular Agenda
5. Sheriff’s report
6. Audit Report – Bergan KDV Representatives
7. **Public Hearing – Assessment 15787 103<sup>rd</sup> Street SE**
8. Residential Concerns/open forum
  - a. Don and Janet Aleckson
  - b. Ryan Peckscamp – Buck Lake Subdivision
9. TPC/JPB Updates
  - a. Festival IUP Application
  - b. Possible ordinance/policy re: small farms
  - c. Other Updates
10. Engineer's Report
  - a. 185<sup>th</sup> Avenue
  - b. 185<sup>th</sup> Ave North Portion – Alternative
  - c. Staking – Road Supervisor & Engineer
    - i. 107<sup>th</sup> Street – possible clearing with metal right of way stakes placed
    - ii. 95<sup>th</sup> Street Cul De Sac – possible partial clearing with added metal right of way stakes
    - iii. 112<sup>th</sup> street – no road order on file, cannot stake – how to create road order? Board needs to make formal decision as to length. Marketable title act may have impact
    - iv. 77<sup>th</sup> Street – staked – road needs additional right of way?
  - d. CIP Update
  - e. Bus Garage Road Recording
  - f. Double Chip Seal for Gravel Roads Option
11. Supervisors
  - a. Fire board
  - b. Sherburne County Parks, Trails & Active Living
  - c. Highway 25 Corridor

- d. Road Report
    - i. 127<sup>th</sup> Street – signs/dust control
    - ii. 174<sup>th</sup> Street – pavement damage
    - iii. 172<sup>nd</sup> Street pillar & rock encroachment
    - iv. Sign Replacement Status
  - e. Building Code Ordinance
  - f. Developers Agreement
  - g. Town Hall Ramp Repair
12. Treasurer's Reports
- a. Treasurer's Report
  - b. Payment of Warrants
13. Other
- a. Cleaning @ Town Hall
  - b. Website Reorganization – after new planner is in position
  - c. Reminder, office is closed all Federal Holidays
14. Adjourn
-



**Becker Township Board  
Town Board Meeting  
June 18, 2018**

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

**Board Members Absent:** none

**Staff members present:** Fran Seeley – Deputy Clerk, Kelli Bourgeois - Township attorney, Jacob Sanders – City and Township Planner, Wes Davis – Township Engineer

**Others present:** Sgt. Dan Franks – Sherburne County Sheriff; Tony Wruck – Wruck Excavating; Craig Wensmann – Bogart, Pederson; Roger Bigalke – Veteran’s Memorial; Nicolle & Brandon Hines; Don & Janet Aleckson; Ryan Peckskamp – Buck Lake Subdivision; Laurie Humphrey – Aspen Ridge/Scenic Hills; Patti Haag; B. ?; Melanie Mielke; Jessica Saari – Bergen KDV; Kevin Grams

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Meeting called to order and quorum verified by Chair Kolbinger.

Consent Agenda Items –

- a. Minutes - May Regular Meeting
- b. Upcoming electronic fund transfers/automatic payments approval - City of Becker – water/sewer; Xcel Energy – gas and electric; Ace Disposal – container at Jeff’s; Midco Business – phone and internet; Just Host – Website Security
- c. Upcoming EFTS related to payroll: Federal and State - mandated rates - total available at meeting, PERA – mandated rates.
- d. Correspondence
  - i. MPCA Compliance Completed
  - ii. SWCD County Water Plan Adoption
  - iii. KDV Financial representation Letter
  - iv. Tobacco License renewals

**Motion to approve consent agenda items as presented by Wilkening. Second by Danielson.**

**Motion carried, all voting in favor.**

**Motion to approve regular agenda as after addition of Roger Bigalke, Melanie Mielke and Laurie Humphrey to the Residential Open form portion of the meeting by Wilkening. Second by Gilbert.**

**Motion carried, all voting in favor.**

**Sheriff’s Report**

- 220 Calls for Service
- 86 Traffic violations
- No significant items to note this month
- Additional Patrols for seatbelts and speed are going on right now in the Township

**2017 Audit Report – Bergan KDV, Jessica Saari**

- Becker Township is required to have an accrual based audit performed each year due to the current combination of revenue and population. Bergan KDV was contracted to perform the audit for 2017.
- Financial Statement packet was reviewed first.
  - Some adverse opinions

**Becker Township Board  
Town Board Meeting  
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- Scale for condition scoring of Infrastructure assets (roads, signs, etc.) was not available. Auditing standards require condition assessments be performed in order to record infrastructure assets under the modified approach.
- No formal adoption of budgets was completed for 2017.
- Unmodified opinion has been given (this is the best they can do given prior adverse opinion items).
- Page 15 – financial health of the township has improved
- Page 53 – no non-compliance noted during audit
- Communications Letter reviewed
  - Material weaknesses
    - Lack of segregation of accounting duties. This is something to be aware of since hiring of additional staff to properly segregate duties would likely exceed benefits derived.
  - Recommendation – adopt formal budgets and complete modified approach documentation.

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**PUBLIC HEARING – Assessment to Taxes for 15787 103<sup>rd</sup> Street SE**

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Clerk reviewed materials sent to homeowners [full text on file]. After this meeting, next step is board approval to certify the amount due to the County Auditor for assessment onto taxes.

Attorney Bourgeois: Clarification of possible typo – percentage rate was corrected on final documentation. It will be re-verified.

Chair asked for any comments. None.

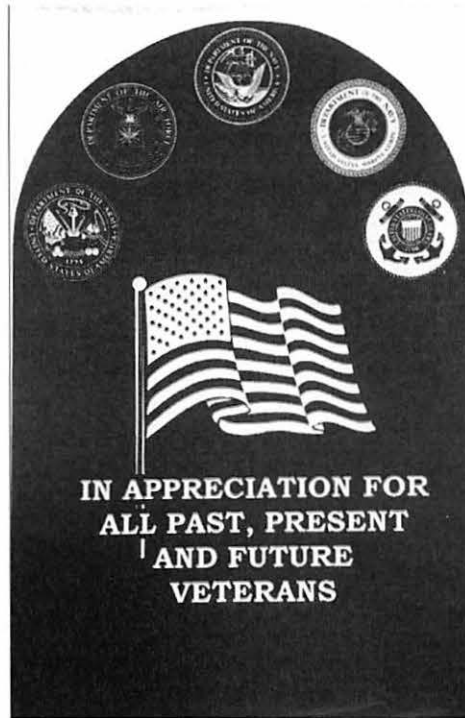
**Motion to close public hearing by Wilkening. Second by Danielson. Motion carried, unanimous.**

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Discussion – board consensus all appears to be in good order and directed clerk to certify amount due to the County Auditor for assessment on taxes for 15787 103<sup>rd</sup> Street SE, Becker, MN.

## Open Forum

- Roger Bigalke updated the board regarding the proposed Veterans Monument. Location has been firmed up – it will be in front of City Hall to the left of where the flags are now. Service flags have been eliminated from the design as they will now appear as emblems on the granite stone. Tentative design is shown below.



- They anticipate requesting funds to assist after the articles of incorporation are complete.
- One other side note: Not sure if the board is aware, but the US Flag in Town Hall should be higher than the MN Flag. Also, the top of the MN Flag should not have an eagle.
- Thank you for your support. Will return when another update is warranted.
- Don and Janet Aleckson
  - Copy of Temporary Construction Easement was distributed to board members. They signed this last year and were given a promise that once the construction was done, it would be restored as nearly as possible to the original condition.
  - This has not been done. Current topsoil placed is roots and gravel – it is not top soil
  - The grade is much steeper than before and it can no longer be mowed
  - Agreement was that the banks would be such that they can be maintained in a manner like they were originally.
  - Board comments
    - They did make this agreement
    - Board realizes that Mr. and Mrs. Aleckson have always maintained a beautifully mowed area and will be sure they can do so again. The 185<sup>th</sup> Avenue SE Project is not yet complete.
    - Once the road is paved, the board will be out to check on the conditions and will honor the agreement made to restore as near as possible to original condition.

**Becker Township Board**  
**Town Board Meeting**  
**June 18, 2018**

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- Better topsoil will be brought in and the board will make sure it is spread properly  
– Mr. Aleckson will not need to do the spreading.
- Ryan Peckskamp – Buck Lake Subdivision
  - Presented petition to the board (not kept by board) regarding 35 mph speed limits needing to return to 25 mph and put children at play or slow signs put back.
- Patti Haag – Buck Lake Subdivision
  - Same as above – if they want 25 mph, could they put up their own?
- Melanie Mielke – Aspen Ridge
  - There are currently approximately 35 children, ages 12 and under. Bus won't come down the cul de sac, just at corner. Kids have to walk (in dark at times of the year) to corner. There are no sidewalks or street lights, not expected, but slower speed would be nice. Or, could a 4-way stop be installed? Something to slow people up at that corner since it is a bus stop.
- Laurie Humphrey – Aspen Ridge
  - Tried to do 35 mph through and couldn't. Site distances are not there. 35 mph is granting permission to do dangerous speeds.
- Board Chair stated there are several items in play – statutes, engineering of corners and driveway distances.
  - Township Engineer stated there are three options the Township could have selected:
    - No sign – that means 55 mph
    - Speed study – those often increase speed limits
    - Use Statutory Definitions – those place the rural residential districts represented tonight at 35 mph because none of the roads are less than ½ mile in length.
    - Probably the board did not declare a rural residential district when 25 mph signs were placed, years ago.
    - Liability to the township: no sign = 55 mph; 25 mph is less than ½ mile long, 35 mph if residential roadway was declared.
    - Board posted 35 mph because that is best they could do.
    - Slow Children signs – removed because they actually make matters worse
    - The corners have not been studied in all developments. Engineer directed to see if design speeds are < 35 mph. If so, can slow corner signs be installed?
    - Buck Lake Blvd is > 1/2 mile in length. Best the board can do is 35 mph. Please contact the various delivery companies mentioned (Speedy, Fed-Ex, UPS) directly if the drivers are going too fast.
  - If there is a specific concern, direct to Sgt. Franks.
  - Will check to see if we can do one of the digital speed signs – clerk directed to ask Sgt. Franks.
  - Attorney Bourgeois: Designation is important. The Township put up signs, but didn't make the designation. If it had been declared back in 2007/2008 we would be able to leave the 25 mph signs.
  - Raymond Mithum – 112<sup>th</sup> street. Can this be declared a 25 mph road? A: no, it is 3278' long. Why is it staked? Grading is not good these days. Doesn't want to see this paved.

**Becker Township Board  
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Board: Staking for maintenance. No intention to go to paved – actually a resolution to keep it as minimum maintenance.

- Kevin Grams, 112<sup>th</sup> Street. Rumor is that an easement from Zach Johnson will be granted off 112<sup>th</sup> Street. Board response: that is not true. There may be an easement off 185<sup>th</sup> Avenue, but nothing is being granted from 112<sup>th</sup> Street.
- 112<sup>th</sup> Street goes to the 9 button sign there, it will not be asphalted.

### **Town Planning Commission/Joint Planning Board Updates**

- Festival IUP Application. 1 day event. Reggae Festival planned for 6/30 at The Hideout.
  - Conditions have been placed. Plan is to do a 1 year test to see how things go
  - If all goes well, board can issue for additional time frame
  - Safety, septic, signing, all are addressed.
  - Currently a van is in the row with an off premise sign attached. If it is present before Joint Planning Board Meeting, the IUP will need to be denied.
- Ordinance/Policy Update/Directive
  - There are many ‘farms’ popping up in developments zoned General Rural. Complaints have been due to size of building and increase traffic.
  - These facilities are running businesses from accessory structures, not allowed in our code.
  - Other violations are in process (lack of building permits, etc.), but due to the number of them and staff time required, want to verify with Joint Planning Board that ordinance is as they desire.
- Thank you Jacob for all you have done as Planner. Best of Luck in your new location.

### **Engineer’s Report –Davis**

- 185<sup>th</sup> Avenue –
  - Spoke with paving contractor, Knife River earlier today.
    - Good news – we are the first township to get paving done
    - Bad news – likely it won’t have blacktop by July 4<sup>th</sup>. Hoping for that week
    - For July 4<sup>th</sup>, new gravel road should be in.
    - Rain delays on County projects have pushed back our paving date.
- 185<sup>th</sup> Avenue North Designs presented
  - Wetland delineation went in this week
  - Updated corner concepts handed out and discussed.
  - Last month looked at 30/40 mph designs
  - This one is a different design requiring a switchback. This splits above and below 185<sup>th</sup> Avenue and would require a greater amount of land to be acquired.
  - Recommend leave as is (design wise) and do a 20 mph advisory for corner.
  - Pro: slows things down. Con: slows things down – discussion by board members

**Becker Township Board**  
**Town Board Meeting**  
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- Board directive – design at the 30 mph that requires acquisition of 8,963 square feet [copy of design in file]. Lean towards doing this next year. Supervisors Babler and Danielson to speak with current land owners.
- CIP Update
  - Slowly adding history
  - Biggest when we do another road inspection and confirm actual condition score
  - When signs are complete – full inventory of everything
- Bus Garage Road – description was already completed and resolution passed back in 2016.
  - Actual description goes further – add to list of roads to fix in future.
- Double Chip Seal option for gravel roads. Report by Silver Creek Township and their results presented [full text attached to these minutes].
  - 5 years it held up well
  - No dust
  - Benefits of bituminous without tar
  - Does take perfect gravel road – then multiple processes completed
  - Cost is \$48,000 per mile – 5 year life
  - Cost is 40,000 per mile to redo gravel road
  - Can pave direction over the top
  - Possible option for future roads slated to be tarred.
  - Bituminous over same area estimate \$150,000-225,000
- Staking was completed – Wensmann
  - 77<sup>th</sup> Street – 3 rod road 49 1/2' feet wide
    - All goes north of section line (on image). Road is currently 'by use'. New Road order?
    - County Road doesn't touch corner. Township probably has that piece 'by use' as well.
    - 2010 – township considered improving, but didn't [see minutes]
    - Next steps? Culvert plugged up over winter – brought up need for official road order
    - Wensmann directed to create an easement exhibit and board will decide after seeing options on exhibit
  - 95<sup>th</sup> by Big Oaks and Kipp Estates
    - 66' to end of ROW is exists and platted
    - Sanders spoke with new property owner at end who bought land for hunting
    - Supervisor Gilbert reported metal right of way stakes run about \$30 each, but would be good investment rather than re-staking as this ROW is not slated for paving at this time. Plan to rough out center so the road can be seen.
      - Tree removal required – clerk to send notices. Notice is required. No tree removal/brushing until verify with clerk proper time frame has been met.
      - Placement of signs to be verified
  - 107<sup>th</sup> Street
    - Dedicated right of way 50' south of section line and 33' to the North
    - 9 button in yard – plow to this

**Becker Township Board**  
**Town Board Meeting**  
**June 18, 2018**

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- 3 large box elders to clear
- Board direction: Put metal stakes in and brush/clear the area. (notices re: trees)
- If clear, will we need a barricade due to river? Only if gravel/enlarges the current driveway
- 112<sup>th</sup> Street
  - Maintenance event is occurring
  - Engineer to create exhibit to see what is needed to obtain 66' right of way to parcel 05-126-2105.

### **Supervisor Reports**

- Fireboard – Supervisor Babler
  - 39 Calls for service
  - BNSF gave a 10,000 grant for Wildland Fire Gear
  - Radios will be obsolete next year – estimating 150,000 to replace
  - Budget Reviewed. Joint Powers Board to meet 7/16/2018 here at 8 pm
- Parks, Trails, Active living – cancelled
- Highway 25 Coalition – Supervisor Kolbinger
  - Public hearing and areas in corridor ironed out. Next meeting in a few weeks. Planning to move to quarterly meetings.
- Road Report – Supervisor Gilbert
  - Calls reviewed
    - Dead grass in Wildwood Acres addressed
    - Georgia Circle – Rocks in shoulder addressed
    - Big Lake sign improperly placed in Becker Township removed
    - Eagles Landing temporary sign
    - Black dirt in Cul De Sac in Peterson Farm addressed
    - 87<sup>th</sup> Street Tree fell
    - Tree hanging over 127<sup>th</sup> need to be removed
    - 8218 landowner (Peterson Farms) will remove trees/rock – was cooperative. Extended deadline to Fall 2018.
- Building Code Ordinance – Public hearing next month
  - Language was handed out to board for review
  - Items of note
    - Application procedure – Township can deny based on grading. If the applicant wants to veer from grading plan on file, they need to hire their own engineer
    - Section 5 – change LFE from 3' to 1' above mottling
    - Section 6 – establishing a low floor if none exists
    - Exemptions if >5 acres, a house staking certificate is required
    - As Builts are to show actual location and LFE
  - Unique in-ground pool issue came up. Sanders provided background to board. Board chose not to add further language as our code allows us to request additional information in these type circumstances.

**Becker Township Board**  
**Town Board Meeting**  
**June 18, 2018**

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- Developers agreement – Attorney Bourgeois doesn't have draft ready at this time – she is still reviewing various samples for best language.
- Town Hall repairs – need to verify if ramp meets ADA requirements. Supervisor Danielson and Craig Wensmann will discuss and see if it can be ready prior to general election. Supervisor Babler mentioned another option, if concrete work timing won't work, is to rent ramps for ADA accessibility until the work can be completed. Sanders reported a miscellaneous building permit will be required.
- Signs – board consensus
  - Stickers for backs to say Becker township with a punch date
  - When replacing signs – if they meet standard, leave them. If not, replace
  - Remove slow children and neighborhood watch signs (other than ones placed in last year or two)
  - All signs to have individual posts.

**Treasurer's Report**

- **Motion to approve Treasurer's report as distributed by Wilkening. Second by Gilbert. Motion carried, all voting in favor.**
- **Motion to approve payment of warrants 13885-13912; EFT 1021, 1025-1030 in amount of \$137,681.07 by Danielson. Second by Babler. Motion carried, all voting in favor.**

**Other**

- Cleaning – clerk meeting next week to select. Initial cleaning will cost more than regular.
- EFT Policy – tabled until July

Meeting adjourned at 9:09 pm.

  
\_\_\_\_\_  
Brian Kolbinger, Chair

  
\_\_\_\_\_  
Lucinda Messman, Clerk



**Becker Township Board  
Town Board Meeting  
July 16, 2018**

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**Board Members Present:** Brian Kolbinger, Brad Wilkening, Gary Gilbert, Joe Danielson, Luke Babler, Lucinda Messman, Tanya Danielson (7:40pm)

**Board Members Absent:** none

**Staff members present:** Fran Seeley – Deputy Clerk, Kelli Bourgeois - Township attorney, Wes Davis – Township Engineer

**Others present:** Sgt. Dan Franks – Sherburne County Sheriff; Tony Wruck – Wruck Excavating; Craig Wensmann – Bogart, Pederson; Marilyn Danielson, Todd Olin – Bogart, Pederson

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Meeting called to order and quorum verified by Chair Kolbinger.

Consent Agenda Items –

- a. Minutes - June Regular Meeting
- b. Upcoming electronic fund transfers/automatic payments approval - City of Becker – water/sewer; Xcel Energy – gas and electric; Ace Disposal – container at Jeff's; Midco Business – phone and internet
- c. Upcoming EFTS related to payroll: Federal and State - mandated rates; PERA – mandated rates.
- d. Correspondence
  - i. Thank you note – Becker All Night Graduation Party
  - ii. Sherburne County Election Officials Letter
  - iii. State Demographer Data

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

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

**Sheriff's Report**

- 202 Calls for Service
- 95 Traffic violations
- 2 ATV. After 8/1 it is ok for ATV's to be in ditch South of 95
- On waiting list for speed signs. Once data is obtained, will contact clerk to invite the neighborhoods who have requested the speed evaluation. Will add 185<sup>th</sup> Avenue to the list.

**Residential Open Forum - none**

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**PUBLIC HEARING – Building Code Amendments**

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Craig Wensmann reviewed historical and edits with Supervisors:

- Section 4, Subd. 4, administrative correction
- Section 5, Building code LFE and certificate of survey requirements edited to reflect 1' of separation rather than three between LFE and mottling. Also adding soil boring submission requirement.

**Becker Township Board  
Town Board Meeting  
July 16, 2018**

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- Section 6, Subd. 1. B. House staking Certificate requirement added for residential buildings on 5 acres or more.
- Section 6, Subd. 3. As-Built Certificate requirement added.
- Full text of the above are on file. Building Code Ordinance REV 6-2018.
- We now match the county in code other than As-built. The county doesn't require them, but we do.

Chair opened up the floor for public comment. No public comment.

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

Discussion: with the changes, we will need a motion to approve everything as presented.

**Motion to approve Ordinance 2018-02: BUILDING CODE, CONSTRUCTION LICENSING, PERMITS AND REGULATION by Gilbert. Second by Babler. Motion carried, all voting in favor.**

**Motion to approve Summary Ordinance 2018-02: BUILDING CODE, CONSTRUCTION LICENSING, PERMITS AND REGULATION by Wilkening. Second by Gilbert. Motion carried, Kolbinger – yes, Wilkening – yes, Danielson - yes, Babler – yes, Gilbert – yes.**

#### **Planning Commission and Joint Planning Board updates**

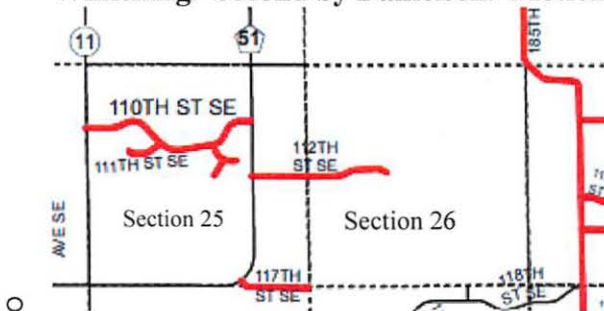
Planning commission was cancelled for July. At this point, not sure if Joint Planning will be required or not. No other updates.

#### **Engineer's Report – Wes Davis**

- 185<sup>th</sup> Ave SE (CR 73 – 109<sup>th</sup>) – some punch list items still exist (striping, signs, mailboxes, etc), but should be completed by last week of July.
  - Supervisor Gilbert – it looks good. People are back to flying through there.
- North portion of 185<sup>th</sup> Ave SE – wetlands are delineated and added to the drawing. Need to finalize impacts and send to the county. There is a homeowner on the corner that Engineer Davis, Supervisor Babler and Supervisor Danielson will talk with in coming weeks.
  - Supervisor Wilkening – time frame for bidding discussed. Goal: Regrade and bituminous base for summer 2019. Goal to have ready to bid in January or February.
  - Need to figure corner configuration. Engineer Davis and Supervisor Danielson to speak to homeowners. In August Town Board will pick a design.
- 77<sup>th</sup> Street exhibits – Craig Wensmann
  - 77<sup>th</sup> street is a 3 rod road.
  - Concerns regarding width and issues with corner on the east end were discussed. Exhibit is on file in 77<sup>th</sup> Street Roads file. Blue shows current ROW 49 ½ ' wide.
  - West end – not sure how to make so a plow can turn around.
  - Road order requirements? Goal here is to get this road to be a 2 lane width rather than single lane width. Road to stay minimum maintenance.

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- Board consensus - they would like to see a full 66' wide right of way
- Attorney Bourgeois reminded board that if they desire a turnaround for plow/maintenance, they would likely need additional property. Maintained width has been 49 ½'.
- Board discussed intent/goal. Goal is 66' right of way.
- **Motion directing staff to work to do what is needed to start process to establish a 66' wide right of way on the section of 77<sup>th</sup> Street SE from CR 127(137<sup>th</sup> Avenue SE) to west end of 77<sup>th</sup> Street SE located at west edge of Range 28, Section 7, Township 34. By Danielson. Second by Babler. Motion carried, all voting in favor.**
- 112<sup>th</sup> Street SE exhibits – Craig Wensmann
  - 112<sup>th</sup> has no official legal road order on file
  - Yellow portion in top drawing (exhibits located in the 112<sup>th</sup> Street SE file) shows what is maintained by use
  - Recommends 66' width
  - Discussion – cul de sac? Board consensus – not now.
  - **Motion directing staff to work to do what is needed to start process to establish a 66' wide right of way on the section of 112<sup>th</sup> Street SE that runs west of CR 51. This section is approximately ½ mile in length and ends part way through Range 28, Section 26, Township 34, [see map below] without the dog leg design shown in the exhibit by Wilkening. Second by Danielson. Motion carried, all voting in favor.**



- Signs – Engineer Davis
  - Board directive given to Supervisor Gilbert and Engineer Davis will start scoring roads, inspecting signs and checking them in conjunction with the CIP.

### Supervisor Reports

- Fireboard – wait until the 8 pm joint meeting.
- Parks, Trails, Active living – none
- Highway 25 Coalition – none
- Road Report – Supervisor Gilbert
  - Calls reviewed
  - 127<sup>th</sup> had emergency tree removal – landowners were good with what we did.
  - Donna Jackson sign issue handled
  - Jeff Peterson has been working on signs. All developments except Hidden Haven and Sand Hill are to be 35 mph, correct? Yes.
  - Minimum maintenance road classification is not consistent. Right now 10 are designated minimum maintenance and 3 actually are minimum maintenance. Classification needs to be consistent and developed.

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- 172<sup>nd</sup> Pavement fix is to be completed the end of this week
- Developers agreement – tabled
- Town Hall ramp – Craig Wensmann presented drawing. Todd Olin engineered it – it currently meets slope requirements for ADA. Reconstruction without demolition would be approximately \$25,000. Costs to put new one in vs. repair old one evaluated.

**Motion to recess Becker Town Board meeting to allow the Annual Joint Fire Board Meeting to take place and reconvene immediately following the Joint Fire Board Meeting tonight in this same room. Meeting adjourned at 8:02 p.m..**

**Meeting Resumed at 8:15 p.m..**

- Ramp discussion continued. Rehab surfacing is possible and repair of joints can be done. Plan is to patch for now. **Motion to approve Supervisor Danielson to get the necessary work done and purchase and have installed age appropriate gutters for Town Hall. Work not to exceed \$15,000 in total by Babler. Second by Wilkening. Motion carried, all voting in favor.**

**Treasurer's Report**

- Billing City of Becker for their portion of Dust Control and grading.
- **Motion to move \$2,511.01 from Scenic Hills fund to the General Fund for bills paid by the Township on behalf of Scenic Hills by Danielson. Second by Babler. Motion carried, all voting in favor.**
- Treasurer's Report
  - Audit email from KDV regarding an additional 7500 for Audit. Treasurer talking with them right now as she would like to see a detailed billing. Treasurer suggested striking check 13914 from payment until this is resolved.
  - Question regarding payment to Busse Septic. Treasurer stated this was from funds escrowed with Township when weather didn't permit work. Work has been completed so septic installer is being paid and there is another check returning leftover funds to the owner who put the money into escrow.
  - **Motion to approve Treasurer's report as distributed by Wilkening. Second by Babler. Motion carried, all voting in favor.**
- **Motion to approve payment of warrants 13913-13944, except warrant 13914 which is to be voided and EFT's 1031-1037; void EFT 1038 in the amount of \$68,135.75 by Babler. Second Gilbert. Motion carried, 4-0-1. Supervisor Danielson abstained due to submission of claim from his company this month.**

**Other**


- Clerk received an email from Sherburne County asking to meet with a few members of the board to discuss the Snake River Trail that is a county easement. Board consensus – ask them to attend the August 20<sup>th</sup> meeting so entire board can discuss.
- Cleaning looks great at town hall. It is not fresh paint in bathrooms, new cleaning person.

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- 107<sup>th</sup> Street tree trimming, need notices to go out before trimming occurs. Clerk to work with Gary.

Meeting adjourned at 9:09 pm.



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Brian Kolbinger, Chair



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Lucinda Messman, Clerk

# BECKER



## FIRE DEPARTMENT

July 16<sup>th</sup>, 2018

Becker Town Board and Becker City Council met in a Special Joint Meeting on July 16<sup>th</sup>, 2018 at Becker Town Hall, 12165 Hancock Street. Becker Town Board members present were Brian Kolbinger, Luke Babler, Gary Gilbert, Joe Danielson and Brad Wilkening. Becker City Council members present were Tracy Bertram, Rick Hendrickson, and Lori Keller, Mike Doering, and Todd Hanrahan. Fire Chief Doug Kolbinger, Lucinda Messman, Kelli Bourgeois, Fran Seeley, and Marilyn Danielson.

Fire Board Chair, Tracy Bertram, opened the Special Joint Meeting at 8:06pm. She thanked everyone for coming and then turned the meeting over to Fire Chief Doug Kolbinger.

Kolbinger reviewed the 2019 Fire Department Budget stating the overall 2019 budget is increased 1.7% or \$13,500. The notable increases in the 2019 budget are payroll up \$2,000 with the increase in calls. Fuel up \$500.00 due to rising costs and number of calls. Contracted services up \$1,000, telephone up \$400.00 and Fire Prevention up \$100.00. Insurance went down significantly \$7,000.00. The building repair up \$3,000 due to age of building and some things need to be upgraded. The truck repair went up \$7,000 due to costs of repair going up. And the CIP has a \$5,000.00 increase to stay with the replacement costs.

Bertram explained that that each year the Fire Department increases their CIP by \$5,000, which allows a \$155,000 for 2019. The Bond for the Fire Hall will be paid in full in 2019.

Motion by Hendrickson / Hanrahan to approve the 2019 Fire Department budget as proposed. Carried.

There being no other questions or objections to the proposed budget the meeting was adjourned at 8:13 PM.

  
Marilyn Danielson



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

**Board Members Absent:** none

**Staff members present:** Kelli Bourgeois - Township attorney, Ben Wikstrom – Township Planning Consultant, Craig Wensmann – Representing Township Engineer, Tony Wruck – Township Maintenance Contractor

**Others present:** Sgt. Dan Franks – Sherburne County Sheriff, Ryan Peckskamp, Randall Vaughn, Frank Vaughn, Karla Scapanski, David Roedal – Sherburne County Public Works, Amy Stangler, Patti Haag, Cole Petroske, Brandon Hines, Nicolle Hines

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Meeting called to order and quorum verified by Chair Kolbinger.

Pledge of Allegiance

Consent Agenda

1. Minutes - July Regular Meeting
2. Upcoming electronic fund transfers/automatic payments approval
  - a. City of Becker – water/sewer – 15.73
  - b. Xcel Energy – gas and electric – 147.00
  - c. Ace Disposal – container for township maintenance – 101.94
  - d. Midco Business – phone and internet – 171.91
  - e. Upcoming EFTS related to payroll: Federal taxes, State taxes and PERA - mandated rates.
3. Correspondence
  - a. Recorded list of minimum maintenance roads in Becker Township
  - b. Photos of paving fixed 168<sup>th</sup> Str and 174<sup>th</sup> Ave
  - c. Town Aid Notification
  - d. LUCA material properly destroyed/submission deadline
  - e. Midco Service Interruption Notice
  - f. Water Meter Replacement/Appointment Scheduled
  - g. Truth in Taxation Notice return
  - h. Drainage and Water Class
  - i. Minnesota Association of Townships District 7 Meeting Notice
  - j. Fall Maintenance Classes
  - k. Clean up day reimbursement notice
4. Policy Updates
  - a. Snow and Ice Control
  - b. Resolution – Data Request Policy
5. Request for comment. Approval in consent agenda means no comments to forward
  - a. Sherburne County Alcohol sales ordinance

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

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

**Sheriff's Report**

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- 201 Calls for Service
- 84 Traffic violations
- 5 Accidents due to Highway 10 Construction
- Buck Lake area, disorderly house paper trail is underway. Drug Taskforce has been working in the area. Public keep doing what you are doing.

**Sherburne County Public Works**

- Snake River Trail – David Roedel, Assistant Public Works Director for Sherburne County
  - Historical Review
    - 2006 Platted as part of Snake River Estates. Trail deeded to Sherburne County as part of their Healthy Living Plan.
    - After this, the Health Living plan changed a bit to get trails closer to County Roads
    - 2016 Residential concerns came in regarding access. Parts of the trail were overgrown or blocked
    - 2017 maintenance crews went out and cleared the trail
    - 2018 Trail was surveyed and identified where the class 5 was missing
  - Is the Township interested in having the trail remain in the township?
  - At a minimum, the County would like to pave the north/west leg and if the Township wants the rest of the trail completed, the County would work with the township.
  - Some locations have the trail in the wrong place
  - This is a county trail, but some people do not like that it goes through their yard. The trail property belongs to the county via easement.
    - Would you like the county to do the trail?
    - Would you like the county to dedicate the trail to the township in the future?
  - Supervisor Gilbert: Have the people living around the trail been asked if they want the trail to remain in place? Mr. Roedel: no, but the ones his office speaks to are interested in keeping the trail.
  - What is the Township's interest in this trail? Should the trail be finished or given back to residents?
  - Other discussion areas:
    - Would the county consider removing the trail
    - Do the residents of the Township want this trail
    - There is a drainage issue to the west of the trail
  - Town Board consensus – they are favorable to keep a trail in the township and would like to invite township residents into the next meeting to voice their opinions. Clerk will send out notices to residents of trail and surrounding area. Invite in for next month.
  - Sherburne County will double check if there are easements for trails in Aspen Ridge and Scenic Hills.
- Buck Lake Blvd. Residents regarding feasibility of Rental type ordinance
  - After speaking with Sheriff, is there a possibility of doing some type of ordinance at township level to be able to get rid of drug houses? Is there anything the Township can do to help?



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- Attorney Bourgeois
  - It is possible to do a rental license ordinance. Considerations include:
    - Very staff intensive
    - Application process, inspection process, renewal process
    - Revocation – would require standards similar to the county ones and be similar to what the county is doing
    - Get the word out and set fees
  - Board has no desire to get into rental administration. Lack of staff plays into this.
  - Board is willing to help with enforcement in any way they can.
  - Encouraged residents to keep doing what they are doing.
- 93<sup>rd</sup> Street Speed limits
  - No one in, but Supervisor Gilbert talked with them and stated the clerk will develop a handout that can be distributed with information about length of road, current MN Statutes, legislators to call, etc..
- Gun Ordinance Request
  - Requestor not present, but asked the board to consider due to neighbors shooting a lot every night. Not against guns, just wish neighbors would respect some quiet time and realize the noise carries.
  - In Becker Township, people are allowed to shoot in a safe manner. Bullets are to remain on the property. If there is an issue with one of these items or excessive, call the Sherburne County Sheriff.
  - No gun ordinance will be enacted at this time.

### **Town Planning Commission**

- Two vacancies at this time. Ad was placed on the website. Supervisor Wilkening spoke with applicants and is recommending Ryan Peckskamp and Cole Petroski for appointment.
- **Motion to approve Resolution 2018-15: A Resolution Appointing Members to the Town Planning Commission by Wilkening. Second by Danielson. Motion carried, all voting in favor.**
- Personal Storage Structure application coming in September

### **Engineer's Report**

- John Anderson Secondary Access Request presented. Engineer recommended approval with notation that site distance is a concern. A lot of board discussion took place regarding how this sets now vs. desired location shown [full text on file: PID 05-123-4400]. **Motion to approve the secondary access permit by Wilkening. Second by Babler. Motion carried 4-1. Kolbinger, Wilkening, Danielson and Babler For; Gilbert Against.**
- Bill for the paving of 185<sup>th</sup> Ave SE is due to Sherburne County. The contract originally called for the placement of concrete curb on 185<sup>th</sup> Ave between CR 73 and 109<sup>th</sup> Street. Township decided to eliminate the concrete curb from the contract. The contractor was directed not to install the curb with no compensation for the elimination of the concrete curb. This resulted in a

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reduction to the contract in the amount of \$8,120.00. Retainage was based on original bid amount of 248,980.06. **Motion to pay \$236,531.06 to Sherburne County with retained amount as stated in documentation on file by Danielson. Second by Gilbert. Motion carried, all voting in favor.**

- 185<sup>th</sup> Ave SE North portion alternative – has board met with landowners? Not at this time. Board members will meet with landowners. Plan is to bid this for next year.
  - Discussion – can we speed up corners by talking with 2 landowners? Supervisor Danielson will speak with them.
- Aspen Ridge Stop Sign Request
  - Based on Minnesota’s Best Practices for Traffic Sign Maintenance/Management Handbook published by MNDOT:
    - a common misuse of stops signs is to arbitrarily interrupt through traffic
    - especially as a “speed breaker” in cases such as school crossings
    - Vehicle poses a problem for typically 3 seconds (the time for the vehicle to approach, pass through and exit)
    - stop sign prolongs this problem, increasing the risk and higher potential for intentional violation
    - Given the Average Daily Traffic, Location and reason for stop sign request, it is my recommendation to not install an additional stop sign
  - Town Board Consensus to follow Engineer’s recommendation. Clerk to contact person requesting stop sign.
- Minimum Maintenance Roads
  - These roads have been reassessed by Engineer and Road Supervisor.
  - Letter to board distributed [full text on file]
  - Only three are actually being maintained at minimum maintenance level
    - 67<sup>th</sup> Street west of CR 11 through to cul-de-sac.
    - 175<sup>th</sup> Ave SE North portion
    - 163<sup>rd</sup> Ave
  - All other named minimum maintenance roads are being regularly maintained and it is recommended the township stop paying additional for signs calling roads minimum maintenance that are, in practice, not minimum maintenance.
  - Supervisor Gilbert – Would the board agree to: rather than paying approximately \$5,000 to sign the current list of minimum maintenance roads as such, which in reality they are not actually minimum maintenance, lets only pay to sign the three that are minimum maintenance. Board consensus: order new signs for these three. Release the others, but leave old signs in place until the legal side is complete.
    - 67<sup>th</sup> Street, west of CR 11 will need to have an appropriate resolution drawn up and legals determined.
    - The others two are already declared minimum maintenance.
    - Clerk to verify process with Attorney to remove roads from minimum maintenance.
- Speed Limits

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- Wes looked deeper into speed limits. Potential legally placed speed limit signs of 30 mph may be placed by the State Commissioner of Transportation.
  - A speed study would have to be done; and
  - Speed limit would be based on engineering as well
  - If the speed study shows most people traveling faster – risk the limit would be raised
  - Board supports residents who wish to try to decrease speeds based on the speed of engineered corners. Chair stated he would not support speed limits less than 35 mph in the Township.

### **Supervisor Reports**

- **Fire Board – Supervisor Babler**
  - Basic meeting.
  - Approved new/upgraded radios
  - Approved purchase of new/upgraded pagers
- **Parks/Trails – Supervisor Danielson – no meeting**
  - Chair Kolbinger went to a get together/open house of people who want trails and athletic facilities in the area
- **Highway 25 Coalition – Chair Kolbinger**
  - All members are not in agreement on which plan is best
  - All options still on table
  - 10-15 years out before implementation (if any)
- **Roads – Supervisor Gilbert**
  - **Neighborhood Watch – National Night Out Events**
    - Cedar Crest is a large group/event
      - Most people seem happy with things
    - Garden Grove is a smaller group
      - Just getting a group going
  - **Misc. Road Issues**
    - Don Alexson's is complete
    - Asphalt repairs in Cedar Crest complete
    - 127<sup>th</sup> Street – many issues
      - Speed
      - Randall Vaughn and Frank Vaughn
        - grading – hasn't been done correctly road is in bad shape
        - if quit grading, people would have to slow down
        - a lot of speeding – especially late afternoon/early evening (clerk directed to contact Sheriff's department with times)
        - Road has not been maintained well
        - Worry about kids on bikes
      - Dust Control – Supervisor Danielson – 2<sup>nd</sup> application would be helpful

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- Sprinklers at Carefree are being directed on our road – they stated they will get the direction fixed
- 142<sup>nd</sup> Sinkholes were fixed today. Damage to pavement edge by farm equipment is still there
- **Gravel Inspections** – have started
  - Some of the gravel roads in poor condition in township are as follows: (worst condition listed first)
    - 190<sup>th</sup> Ave - southern section
    - 190<sup>th</sup> ave – north section
    - 117<sup>th</sup> Street SE
    - 175th Ave SE minimum maintenance portion
    - Board consensus for Road Supervisor to work with Township Engineer to make the following happen for next month:
      - Stake and clear 117<sup>th</sup> Street SE, 190<sup>th</sup> Ave SE South Section, 175<sup>th</sup> Ave North portion.
      - Prepare cost estimates up to budget for improving proposed gravel roads in 2018. The board will determine which roads will receive maintenance at the next meeting.
- **Signs**
  - 9 Button signs – not all in township are required
    - Recommendation – remove all and only put where they are needed/required
    - End of 120<sup>th</sup> – recommend a barricade or something better than a 9 button since it leads to body of water – road supervisor to investigate barrier type with Engineer for end of 120<sup>th</sup> Street SE.
    - Board Consensus – yes, do this. No need to go to expense if they are not required.
  - Fire Numbers
    - There is no consistency with how we do these. Would like to see
      - Private roads – cluster on the public road and people are responsible to have their mailboxes labeled appropriately.
      - Township roads – fire sign to be individually placed by each residential driveway.
    - Discussion
      - Emergency services like signs clustered and on homes vs. Township liability for accessing private property to install fire signs
  - Building Permit Required Signs – replace or not? We have 3. Board consensus – take them down. People should know building permits are needed.
  - 163<sup>rd</sup> Ave SE Photos shown prior to repairs
- **Road Improvement Status**
  - 107<sup>th</sup> Street SE – by golf course – scheduling tree removal. Letters have been sent/required time has passed. Homeowner in agreement.

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- 95<sup>th</sup> Street – East end by Cul De Sac – needs to be grubbed later – oak trees. Clerk to send notifications.
- 185<sup>th</sup> Avenue Grading by Josh Dillanger – correct backslope wasn't put in. Owner doesn't want to give up more trees to get correct slope and is willing to maintain the area as it is. Owner stated he never had a culvert until road was replaced. Solution recommended, Township to extend culvert on both ends and do the grading. Estimated cost \$2,500. **Motion to complete the culvert extensions/grading by Wilkening. Second by Danielson. Motion carried, all voting in favor.**
- Kraemer & Final Grading
  - They seeded slopes last year when MPCA issued them a violation notice
  - They feel they are done
  - Slopes are not correct and there are some pretty rough areas
  - Erosion control is still in place
  - Goal was 4:1 slopes – it is 1:1 in quite a few locations. It is pretty rough.
  - Poor grading. Board is not satisfied.
  - 2018 working with Engineer to come up with a resolution to this issue
- Boulder Crossing
  - Large cracks in pavement. These should be fixed before the Township accepts the roads.
- Hidden Haven
  - Are we issuing building permits?
  - Clerk: Yes, MPCA is monitoring their system. Our building inspector told us they are not allowed to do any more than make sure the connection in the home is done correctly/meets building code.
  - Supervisor Wilkening requested copies of the documentation regarding discussions
- 77<sup>th</sup> Street SE/112<sup>th</sup> Street SE – Call for Town Board Meeting
  - Town Board Supervisors and Town clerk do hereby declare that the interests of the town require a special town meeting to be held to consider the initiation of the alteration of town roads pursuant to MN Statute §164.06:
    - Alter existing right of way to be a full 66' wide right of way on the section of 77th Street SE from CR 127(137th Avenue SE) to west end of 77th Street SE located at west edge of Range 28, Section 7, Township 34
    - Alter existing right of way to be a 66' wide right of way on the section of 112th Street SE that runs west of CR 51. This section is approximately ½ mile in length and ends part way through Range 28, Section 26, Township 34. See Exhibit A attached to these minutes
  - The meeting is to be held Monday, September 17, 2018 at the Becker Town Hall, 12165 Hancock Street, Becker, MN 55308. Meeting to begin at 8:00 p.m. The regular town board meeting will recess if needed to allow this meeting to take place.
- Developers Agreement is still being revised.
- Town Hall Repairs/improvements – Supervisor Danielson

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- Gutters – round, copper for the whole building will cost approximately \$13,000. These are the type needed to go with the age of the building/be most historically accurate.
  - **Motion to authorize repair of gutters and have fascia painted, if required, not to exceed \$15,000 by Kolbinger. Second by Gilbert. Motion carried. All voting in favor.**
- Tree in front of Town Hall in power lines. No one wants to remove tree, but it is going through two sets of power lines and rubbing on the roof of Town Hall, shortening the life of the shakes. Board authorized Supervisors Danielson and Gilbert to have the work completed by General Maintenance Contractor and involve Xcel energy if necessary due to the multiple sets of power lines.
- Ramp repair was completed. There is a dip by the door. Supervisor Danielson to check with contractor to see if they can skim in the dip.
- Landscaping will be completed by Joes' Bobcat. The rest of the rotting timbers will be removed before the work begins.
- Solid Waste issue in Aspen Ridge seems to be resolved. Sherburne County to handle if it re-occurs.
- Internal Control Delegated Officer needed. **Motion to appoint Treasurer, Tanya Danielson, as the Delegated Officer for the Internal Controls Policy by Kolbinger. Second by Wilkening. Motion carried, all voting in favor.**

### Treasurer's Report

- Our bank currently has a CD Special going on right now. They are offering 2.35% rather than the .5% we were getting. Treasurer recommends placing the \$250,000 fund balance minimum from Road and Bridge into a cd with this higher rate. Board consensus to do this.
- Permit administrative billing may have issue. Paying the \$25 for new construction permits and \$10 for each other permit was the agreement to cover the staff time for issuing permits. It appears on this billing that we are being billed this plus the time required by staff to issue the permits each quarter. This should be investigated before authorization of payment. To increase transparency, also request that the City of Becker bill us the \$10 and \$25 admin fees rather than have us just deduct them from cash/credit card payments.
- Treasurer's report presented
  - Supervisor Babler asked who/how determines how many Election Judges are required. Clerk responded state law requires us to have a minimum of 4, however based on size of precinct and anticipated high voter turnout, we had more on hand. Once slow day noted, some were dismissed for the day.
  - **Motion to approve Treasurer's report as submitted by Wilkening. Second by Gilbert. Motion carried, all voting in favor.**
  - **Motion to pay warrants 13947-13984, EFT's 1041-1047, void check 13978 and change EFT 1040 to TRF 76 (administrative numbering) in the amount of \$285,638.45 by Wilkening. Second by Gilbert. Motion carried, 4-0-1. Supervisor Danielson abstained as his company submitted a bill this month.**

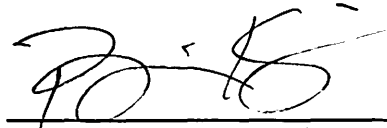
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**Other**

- Reminder – Town Hall is closed on Federal Holidays. Next one is Labor Day.
- Clerk requested permission to take a class on Communicating with the Public while performing Maintenance Activities in St. Cloud. Permission granted.

Meeting Adjourned at 9:22 p.m..



Brian Kolbinger, Chair



Lucinda Messman, Clerk

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

**Board Members Absent:** none

**Staff members present:** Kelli Bourgeois - Township attorney, Ben Wikstrom – Township Planning Consultant, Wes Davis – Township Engineer, Tony Wruck – Township Maintenance Contractor

**Others present:** Sgt. Dan Franks – Sherburne County Sheriff, Craig Wensmann –Bogart Pederson Tony Roback, Tracea Roback, Kevin Grams, Ray Mithun, Myron Wilson, Eugene M. Russell, Judy Russell, Dave Hullett, Bill Morgan – Citizen-Tribune, Rick Johnson, Brandon Hines, Nicolle Hines, Philip Moran, David Hullett, Michael Nixon

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Meeting called to order and quorum verified by Chair Kolbinger.

Chair announced that regular meeting will recess at 8:00 p.m. to allow for Special Town meeting, then resume immediately following.

Pledge of Allegiance

Consent Agenda

1. Minutes - August Regular Meeting
2. Upcoming electronic fund transfers/automatic payments approval
  - a. City of Becker – water/sewer
  - b. Xcel Energy – gas and electric
  - c. Ace Disposal – container for township maintenance
  - d. Midco Business – phone and internet
  - e. Upcoming EFTS related to payroll: Federal taxes, State taxes and PERA - mandated rates.
3. Correspondence
  - a. Sherburne National Wildlife Refuge – 25<sup>th</sup> Annual Festival 9/29/2018
  - b. LGIA Award Invitation
  - c. Preliminary 2018 Tax Values

**Motion to approve consent agenda items as presented by Wilkening. Second by Danielson.**

**Motion carried, all voting in favor.**

**Motion to approve regular agenda after additions of Vendor Accounts and Call for public hearing for resident on 175<sup>th</sup> to Supervisors Reports, Tony Roback to Residential Forum, by Babler.**

**Second by Gilbert. Motion carried, all voting in favor.**

**Sheriff's Report**

- 72 Calls for Service
- 19 Traffic violations – these have slowed down
- Speed signs were placed on 127<sup>th</sup> Street. Average speed was 53.58 mph. Maximum was 74 mph. There is speeding going during two particular time frames. Extra patrol will occur during these times over the next few weeks.



### Residential Concerns/Open Forum

Rick Johnson – 185<sup>th</sup> Ave SE

- Concern with the current proposal regarding curve changes that would increase the speed in the area (just south of the current curve). Since improvements to the south half of this road, people's speed has greatly increased.
- Favors a slower curve design to slow people down
- Can the road just be resurfaced rather than rebuilt
- Will potholes be fixed before winter? Supervisor Gilbert stated he would check into them, however obtaining asphalt for single hole is an issue and the road needs to be replaced rather than just resurfaced
- Can speed limit be reduced? Board response – not as current statutes stand. Once the road is rebuilt, statutory speed limits will be posted.

190<sup>th</sup> Ave SE – Philip Moran, Mike Nixon and Dave Hullett

- Received letters regarding tree trimming and road improvements. Concern that the road would be extended further with surfacing.
- Township owns the land the road is built on, but no plans to extend the road. Metal right of way stakes will be put in to identify road location.
- Concerned it may be opened up at some time – they do not wish to see the road improved and all the trees removed in the area.
- At this time the board plans to improve the road surface that exists, no plans to remove trees on the north end.

175<sup>th</sup> Ave SE – call prior to meeting

- Concern that the removal of trees from the right of way and maintaining this minimum maintenance road is a poor use of tax dollars

Salida Crossing Right of Way

- Request from Brandon Hines regarding barricade at end of cartway that exists there now. It is a tight corner and there have been several near misses. No, Board doesn't wish to block the cartway.
- Board consensus to repair/upgrade 164<sup>th</sup> avenue to get it to Township Specs. Township Engineer to prepare cost estimate for project to present to the Board. There are some cross easements in this plat.
- Question if the blocks were ok with the board. Board has no issues with the blocks as they are on his private property – they are fine. As long as blocks are on private property – there is no issue.
- Current dispute regarding parking lots is neighbor dispute.
- Township will fix the cul de sac on 164<sup>th</sup>. They would like the owners of the businesses that are to be using that access (Hideout, Theco) to come in to speak with the board if they have any concerns.

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- Attorney Bourgeois provided a couple options
  - Vacate the “service road”/cartway
  - Baricade, but consider emergency access – especially if 164<sup>th</sup> is under construction.
- For now the Township will prioritize fixing the cul de sac on 164<sup>th</sup> Avenue SE first, then turn its attention to the cartway.

**Tony Roback**

- Looking at an implement dealership and wondered about having it located in general rural on the same parcel as a home.
- Planner Wikstrom:
  - Tony Roback has looked for Ag zoned land as that is an allowed use, but hasn’t found any appropriate location available in the township
  - They anticipate selling approximately 10 items per year. Commercial isn’t a good fit. Previous planner indicated that if they found Ag zoned land, a CUP could be done for an Ag related business.
  - An ordinance amendment may be another option – is there a way to have an Ag business on 40+ acre parcel? Would this change be possible? Use allowed?
  - If the business grows, Mr. Roback realizes he would need to find a commercially zoned location.
  - Maybe an IUP rather than a CUP? Conversation start is the goal tonight.
  - Mr. Roback understands ordinance changes take time, however, this township has some rather large, unplatted general rural parcels that are 40+ acres in size. Investigation into a possible ordinance change sounds reasonable. Tight restrictions are not an issue.
- Supervisor Wilkening, Chair of the Joint Planning Board mentioned this conversation would be a better fit at the Joint Planning Board meeting. He then reviewed some history of ordinances and why general rural doesn’t allow much for business. That said
  - This would be a minimum three month process to make any ordinance changes. 6 months is more typical.
  - An IUP may be a good idea. An IUP offers the opportunity for a temporary permit.
  - At the next Town Planning Commission, this would be a good topic to explore, business on a general rural parcel.
  - Size is an important discussion piece for planning
  - Very strict guidelines would be required
  - Historically, some poor zoning decisions were made and we need to be sure and avoid making those same mistakes in the future.
- Attorney Bourgeois: A CUP allows for conditions to be set that would mitigate the negative impacts (good neighbor policies).
- Planner Wikstrom to put together some information so the Planning Commission can start this discussion in October.

Myron Wilson from Orrock Township introduced himself. He is running as an independent candidate for the House of Representatives. He spoke for approximately 1 minute regarding his platform.

### Town Planning Commission/Joint Planning Board Updates

- Personal Storage Structure application come before the Planning Commission this month. It was recommended to the Joint Planning Board with quite a few conditions due to concerns submitted to the Planning Commissioners via letter. It is moving forward to the Joint Planning Board next week.

### Engineer's Report – Wes Davis

#### Salida Crossing Notes

- Frontage 'road' is actually a cartway. The Township hasn't maintained and does not need to.
- If traffic is shifted to 164<sup>th</sup> Ave SE, Board should consider cartway use.

#### 185<sup>th</sup> Street payment certifications – two recommended for payment

- Sherburne County Striping 185<sup>th</sup> Ave SE
  - **Motion to pay \$3,183.83 to Sherburne County for striping 185<sup>th</sup> Ave SE by Danielson. Second by Babler. Motion carried, unanimous.**
- Sherburne County Partial Payment #2 for paving 185<sup>th</sup> Ave SE
  - **Motion to pay \$2,280.00 to Sherburne County for 185<sup>th</sup> Ave SE by Wilkening. Second by Danielson. Motion carried, unanimous.**

#### Oak Savannah plat proposal

- Owner is developing the portion in Big Lake Township
- No development to occur in Becker Township
- Becker Township is required to comment due to the EAW covering the parcels in both townships.
- Engineering comment: Spacing requirements seem appropriate

#### Turnquist Farms

- During inventory process, 172<sup>nd</sup> Ave SE portion located in Turnquist Farms development was re-located.
- It is a gravel road – not paved. Township has not been maintaining. Township plans to start mowing it.
- Not sure why it was never paved. It is a platted right of way

#### 185<sup>th</sup> Ave SE Updates

- Signs/mailboxes were installed last week
- Kraemer will be out next week to work on grading and top soil

#### Gravel Road Inventory

- All gravel roads have been reviewed and given a condition rating. 1 and 2 are poor/bad ratings.
- Preliminary estimates are coming.

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- Working with Road Supervisor, plan is to start repairs on 190<sup>th</sup> and 92<sup>nd</sup> yet this season if costs are appropriate. Work will focus on upgrading our worst condition roads first.

### **Supervisor Reports**

- **Fire Board** – Supervisor Babler
  - Basic meeting.
  - New pagers are in, radios are still coming.
  - Paid bills.
- **Parks/Trails** – Supervisor Danielson – no meeting
- **Highway 25 Coalition** – Chair Kolbinger – no meeting, but he explained to those present what was involved with this coalition and why the township is a part of the group. A report on resource planning for Excel is coming out in February.

**Motion to recess board meeting and resume in this location after the Special Town Meeting of the electors by Wilkening. Second by Babler. Motion carried, all voting in favor.**

Meeting recessed at 7:56 p.m..

**Meeting reconvened at 8:29 p.m.**

### **Supervisor Reports – continued.**

Agenda item to set times for public hearings at road sites was moved up on the agenda. The survey will be reviewed on site, we will meet at the roadways. The board will hear from all property owners at the meeting. Clerk will send notices to all owners abutting the road.

**Motion to Order Setting Forth the Initial Descriptions and Hearing Date for 112<sup>th</sup> Street SE Road Alteration for Saturday, October 13, 2018 at 9:00 a.m.. Meeting location the first driveway on 112<sup>th</sup> – 17443 112<sup>th</sup> Street SE, Becker, MN. By Danielson. Second by Gilbert. Motion carried, all voting in favor.**

**Motion to Order Setting Forth the Initial Descriptions and Hearing Date for 77<sup>th</sup> Street SE Road Alteration for Saturday, October 13, 2018 at 12:00 p.m.. Meeting location to be the intersection of 77<sup>th</sup> Street SE and County Road 127 (also known as 137<sup>th</sup> Avenue SE). By Danielson. Second by Babler. Motion carried, all voting in favor.**

### **Supervisor Reports, Continued**

- **Roads** – Supervisor Gilbert
  - 185<sup>th</sup> Avenue – working on that
  - Gravel Road inspections have been completed
  - 95<sup>th</sup> Street – no one here to discuss tree removal, owners have been notified.
  - 107<sup>th</sup> Street is complete. Green right of way stakes are in due to changes
  - 190<sup>th</sup> Ave SE – working on it
  - 175<sup>th</sup> Ave SE – public hearing needs to be set – preliminary estimate \$30,000 for road upgrades/tree removal

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- Order of work for road improvements: 190<sup>th</sup> Ave SE to be first (yet this year if possible) – estimating \$40,000 to repair/upgrade. 92<sup>nd</sup> Street will likely be second at \$40,000 estimate to repair/upgrade. While 112<sup>th</sup> Street, 77<sup>th</sup> Street, and 175<sup>th</sup> Avenue received lower condition scores than 92<sup>nd</sup> Street, there are legal procedures still being followed for these roads so they cannot be improved at this time. 92<sup>nd</sup> Street will move up the list. Our work will focus on upgrading our worst condition roads first as identified in the upcoming road inspection tour.
- Signs are progressing
- 117<sup>th</sup> Street SE – discussion regarding what is there – no longer top priority for this year as there is a 2 rod cartway and Katees Corners has platted 33’ on the North side and 16.5 on the South side. Road description needs work. Possibly go through an alteration process. The County will work with the township on proposed right of way plat – assuming the township has one. More research is needed before anything is done to this road. No clear road order exists.
- 67<sup>th</sup> Street west of County Road 11
  - Minimum maintenance with descriptions
  - Bogart Pederson will review what is there and try to determine legal description for road
  - Clerk to send copy of what is on file to Attorney Bourgeois
- **Oak Savannah – Motion to have clerk send a favorable comment for plat to Sherburne County by Wilkening. Second by Danielson. Motion carried, all voting in favor.**
- **Minimum Maintenance Roads – after gravel road survey/inventories and condition scoring, only three of our gravel roads actually fit a minimum maintenance condition.**
  - 175<sup>th</sup> Ave SE: *Commencing at the southeast corner of the Northeast Quarter of Section 3, Township 34, Range 28, Becker Township, Sherburne County, Minnesota; thence northerly along the east line thereof to the northeast corner thereof, and said centerline there terminating at the southerly right of way of 67<sup>th</sup> Street Southeast 127 (as recorded in Becker Township Road Book, pages 26-27, and on Document No. 169648)*
  - 163<sup>rd</sup> Ave SE: *For minimum maintenance purposes, 163rd Avenue Southeast was surveyed and laid out for Becker Township by John Oliver and Assoc., Inc. on November 30, 1981, as the East 66.00 feet of the West Half of the Southeast Quarter of Section 28, Township 34, Range 28, Becker Township, Sherburne County, Minnesota*
  - 67<sup>th</sup> Street portion west of CR 11 but east of the 67<sup>th</sup> Street cul de sac in Section 5. Legals still to come so this portion won’t be recorded until legal description is complete. Research is required.
  - The rest of the roads currently recorded as minimum maintenance roads are to be removed from that category and moved into the category of standard maintenance. Those roads are:
    - 77<sup>th</sup> Street SE
    - 95<sup>th</sup> Street SE
    - 107<sup>th</sup> Street SE
    - 112<sup>th</sup> Street SE
    - 122<sup>nd</sup> Street SE

- 117<sup>th</sup> Street SE
- 190<sup>th</sup> Avenue SE – two sections described in resolution
- Bus Garage Road (listed as unnumbered road/driveway in Resolution)
  - The legal descriptions are included in Resolution 2018-16
- **Motion to approve Resolution 2018-16: A Resolution Designating And Reaffirming The Designation Of Various Roads In Becker Township, Sherburne County [full text on file], Minnesota by Babler. Second by Gilbert. Motion carried, all voting in favor.**
- 120<sup>th</sup> Street SE – no legals readily available for this road. It was a turnback from the County to the Township. Further research required.
- Developers Agreement is still in the works.
- Town Hall
  - Gutters will be a bit over 15,000
  - Paint required before installation of gutters. This will occur yet this fall.
  - Ash tree was taken down today by Jim Free. Nice job getting from between the buildings and powerlines.
  - Landscaping to be completed after the painting and gutters are completed.
  - American Legion contacted the clerk with a request to remove part of the tree from behind their building (located on township property) as it is causing damage to their roof. Board consensus – yes, they may go ahead and remove the part that causing damage.
- Knife River and Hardrives vendor accounts were setup by clerk at request of Supervisors Danielson and Gilbert. Legal recommend a resolution be completed that lays out use of the account – similar to the one for the credit card the clerk and treasurer sometimes use. Board members asked that draft be brought to them next meeting. Clerk and treasurer requested some guidance for what the board members wish to have as requirements.
  - Purchase order for work
  - Road Supervisor or Alternate Road Supervisor can order the material purchases
  - Engineer recommended staying under \$25,000 to comply with contract laws
  - Clerk to work with legal to draw up draft for next month.
- Walter Murfin has requested a public hearing prior to tree removal on 175<sup>th</sup> Ave SE. Board consensus to set public hearing for Monday, October 15<sup>th</sup> to take place during the regularly scheduled meeting. Attorney Bourgeois advised the board regarding process and appeal process.

### **Treasurer's Report**

- Treasurer's report presented
  - Review of Utility Permits/Building Permits – it appears we are be losing money on some building permits and all utility permits. Should the fees be raised? Board said they would look at revising the fee schedule in January.
  - **Motion to approve Treasurer's report as submitted by Wilkening. Second by Babler. Motion carried, all voting in favor.**

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- **Motion to pay warrants 13985-14010, PO's 1048-1053, in the amount of \$45,832.70 by Wilkening. Second by Babler. Motion carried, 4-0-1. Supervisor Danielson abstained as his company submitted a bill this month.**
- City of Becker is Disputing the Dust Control billing – clerk to find out what further information documentation they may require.

**Other**

- Road Tour – set for October 27, 7:30 a.m.. Clerk to reserve transit van if possible 13/15 passenger.
- Clerk needs the revised road score definitions.

Meeting Adjourned at 9:24 p.m..

  
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Brian Kolbinger, Chair

  
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Lucinda Messman, Clerk

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**Board Members Present:** Supervisors: Brian Kolbinger, Brad Wilkening, Gary Gilbert, Joe Danielson, Luke Babler, Clerk: Lucinda Messman, Treasurer: Tanya Danielson (left 7:30 pm), Deputy Clerk: Fran Seeley

**Board Members Absent:** none

**Staff members present:** Kelli Bourgeois - Township attorney, Ben Wikstrom – Township Planning Consultant, Wes Davis – Township Engineer, Tony Wruck – Township Maintenance Contractor

**Others present:** Sgt. Ochs – Sherburne County Sheriff, Craig Wensmann –Bogart Pederson. Glen Johnson, Walt & Diane Murfin, Colleen & Clint Corrigan, Eric Brandl, Kelsie Brandl, David Roedel – Sherburne County Public Works, Brandon & Nicolle Hines, Dan John, Chris Nesheim, Eric Carlson, Mike Duncombe, Susana Kuehue, Jeff Kraemer, Ron Kraemer, Nick Peterson, Anthony Tidnick, Kelly Jurek, Cindy Lutz, Debra Johnson, Jeff Johnson, Ryan Hess, Kurt Johnson, Frank Kasowski, Jr., Lynette Golly, Jay Menard

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Meeting called to order and quorum verified by Chair Kolbinger.

Pledge of Allegiance

Consent Agenda

1. Minutes - September Regular Meeting
2. Upcoming electronic fund transfers/automatic payments approval
  - a. City of Becker – water/sewer
  - b. Xcel Energy – gas and electric
  - c. Ace Disposal – container for township maintenance
  - d. Midco Business – phone and internet
  - e. Upcoming EFTS related to payroll: Federal taxes, State taxes and PERA - mandated rates.
3. Correspondence
  - a. Sherburne County Association of Townships Meeting Agenda

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

**Motion to approve regular agenda after striking item regarding draft agreement with City of Becker, by Danielson. Second by Babler. Motion carried, all voting in favor.**

**Sheriff's Report**

- 162 Calls for Service
- Most were standard traffic complaints/stops/medical
- 127<sup>th</sup> Additional surveillance was completed last month after review of traffic speeds was completed.



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**Public Hearing – Walt Murfin – Trees in ROW 175<sup>th</sup> Ave SE**

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Two photos of the trees in the right of way were displayed. These photos can be found in the 175<sup>th</sup> Ave SE Road file.

Attorney Bourgeois briefly reviewed history/reason for public hearing.

- Notices were sent, as required by statute, to unplatted sites prior to brushing/trimming.
- A request for a public hearing was made by Mr. Murfin.
- The board called for the public hearing last month. That hearing is tonight.
- This is a minim maintenance road.

Walt & Diane. Murfin:

- Thank you for increased communication and assistance in understanding processes. Also for going over all the various roads in the township to see what condition they are in. It is appreciated.
- He sees two separate issues with this – liability and maintenance
- After rain, only the north 1/3 of the road has ruts that fill with water
- No desire to see a full 66' right of way cleared for this road
- Submitted several photos to the board – 2 on 175<sup>th</sup> Ave SE and 1 from 67<sup>th</sup> Street SE. All photos are labeled and included in the appropriate road files.
- The 175<sup>th</sup> Avenue shows improvement is needed with class 5 more than widening. This road only seems to be graded a few times per year.
- If the Township is worried about liability, they should remove the trees close to the road. He feels there are only about 12 that need to be removed. He wishes to keep the nature in the area and the old oak trees.
- He is worried if the road is improved, more, faster traffic will be going through. One possible suggestion would be to build up the North end and remove the small trees. Call it a trail through the woods.

Cindy Lutz – daughter Kelli Jurek spoke for her

- Cindy owns the property all along the west up to 67<sup>th</sup> of the minimum maintenance road.
- No desire to see things cut back
- They wish to see the road maintained, but keep things natural
- Build up the road so there are no issues with the rain.

Clint & Coleen Corrigan

- Anyone who uses 175<sup>th</sup> Ave SE travels for fun.
- Doesn't minimum maintenance liability mean travel at own risk?
- Maintenance is an issue – Township hasn't been plowing this.
- Seems to be graded only about once a year.
- This is a snowmobile trail.
- Really would prefer to see money spent on 67<sup>th</sup> Street and improve that one rather than spend a lot of money on this road.
- No homeowners use this road – they all go the other direction (south)

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

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**Board Discussion:**

- Supervisor Gilbert stated he likes trees, but when inventorying town roads, he noticed this road is in very bad shape and in need of maintenance. He understands not removing the old oak trees, but this road does need widening and material. His goal is to avoid emergencies. He wants to see some repairs to this road as this is one of the poorer roads in the township. He wants to see this change from the rutted mess that occurs to keep it passable. Feeling is that if this road is kept in better condition it would keep people from 'playing' in the mud/muck ruts that form. He is willing to see a minimal number of trees removed and straightening for safety completed.
- The Board is willing to straighten and improve this road. It is clearly a defined road that
  1. Needs material
  2. Needs a crown
  3. Needs to have more maintenance
  4. It can be done at less than 66' wide clearing, but it does require maintenance for safety now.
- While owners did mention they would like to maintain, the Town is not interested in vacating the north portion 175<sup>th</sup> Ave SE so owners maintaining the road is not legally possible.
- Supervisor Babler asked for discussion regarding cleanup of leaners and hangers vs. clearing to 66' wide right of way.
- Attorney Bourgeois: if a tree falls and creates a hazard, the board does need to respond within a reasonable period of time by having the road contractor go out and remove/repair the hazard.
- Township should put metal stakes in the road to be sure everyone knows where the Township Right of way is located. The metal stakes should not be removed and will make it so additional surveys are not required.
- Removal of trees that are issue/risky can be done. If homeowners wish to be proactive and handle removal of others/dead ones, it would be nice.
- Since the road is signed as minimum maintenance, discussion regarding no more gravel.
- Chair Kolbinger reminded all that the 66' right of way is on the road order for the Township. Township does have the authority to go in and clear the entire 66' width if they felt it was necessary.
- Attorney Bourgeois reminded board members and those present that if the Town Board would decide to clear less than 66' right of way width at this time, any future/additional clearing activities, other than those due to emergency circumstances, will require another mailed notification to owners prior to any clearing activities. This is an unplatted right of way that requires notice to owners unless there is a safety issue.
- **Motion to**
  1. **clear only what tree are necessary to provide safe passage**
  2. **Road Supervisor will meet with landowners and discuss what will be removed and work with Township Maintenance Contractor(s)**

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3. **Metal Right of Way stakes are to be placed and remain so owners know where the right of way is located by Danielson. Second by Babler. Motion carried, all voting in favor.**

**Residential Open Forum**

- Snake River Estates Trail – David Roedel, Sherburne County Public Works presented history of the project and areas for tonight’s conversation.
  - 2006 – Snake River Estates Phase I was platted and anything outside that was considered an outlot.
  - April 2006, the trail as shown in the pink section (exhibit attached to minutes), was dedicated to Sherburne County. There was a developer’s agreement with the County at that time.
  - Mr. Roedel is unaware of reasons why it wasn’t paved in 2006.
  - Until 2016, the trail sat vacant when concerns came up regarding safety and barricades.
  - Survey crews from Sherburne County went out to check easements and noted there are locations along 118<sup>th</sup> Street where the gravel is not in the correct location. The trail would need to move closer to the road in this section.
  - Due to various concerns regarding safety, paving, location, the County approached the Township to find out opinions. The Town Board sent out a letter to residents in the area of the trail to find out what people would like.
  - The Magenta/Pink section is dedicated to Sherburne County and has class 5 over portions. Discussing paving tonight.
  - The Green section is not dedicated as a walking trail, but the developer did pave this section. This was originally planned to have been included in phase 2 (Second Addition) of Snake River Estates. Paved at this time.
  - The Blue section is neither dedicated nor paved. This was originally planned to have been included in phase 3 (Third Addition) of Snake River Estates. Drainage issues exist in this area.
  - Phases 2 and 3 were not recorded. This trail was originally part of the Sherburne County Active Living Plan. The trail no longer fits with the current Sherburne County Active Living plan.
  - Sherburne County had said they would pave it, and that hasn’t happened. They are here to work with Township Residents to either pave or not – what would residents like to see happen.
  - Chair opened floor up to residents to voice opinions.
  - Chris Nesheim – Lot 4, Block 1, 2<sup>nd</sup> Addition
    - Would like to see the trail paved. They have small children and with the high traffic volume in the area, a trail would be beneficial.
    - The part shown along 185<sup>th</sup> Ave is very busy. There is no shoulder connecting the two entrances to Snake River Estates. This would be beneficial. He feels this is the most important stretch of the trail.
  - Tim Erickson – Lot 1, Block 1, 2<sup>nd</sup> Addition and Lot 2, Block 2, 1<sup>st</sup> Addition
    - While the County has an obligation to pave, who will pay for the trail? Will there be assessments to property owners?

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- A (Mr. Roedel): there will be no assessments for the paving
- Donald Johnson & Deborah Johnson – Lot 5, Block 1, 1<sup>st</sup> Addition and owner of parcels 05-498-0040 and 05-498-0030
  - He and Mr. Dragston (now deceased) talked about the importance of setting trails for people in communities when this subdivision was being developed.
  - The 20 acre parcel he owns that is North of 120<sup>th</sup> and South of Lot 6, Block 3. He needs that trail as he plans to sell the acreage for development and that trail is an asset.
  - Trail provides safety for those walking.
  - Speed of traffic is an issue.
  - People walking on the road causes safety issues.
  - Would like to see people walking on the trail not the road whenever there is a trail available.
- Ryan Hess – Lot 7, Block 3, 1<sup>st</sup> Addition
  - Not for the trail. There are no trees or anything and it is only 40' from the back door to his house.
  - He sees a lot of ATV's and snowmobiles using the trail.
  - When the County was out trimming brush from trail, one of their workers commented that it seemed really close to his house.
  - He bought the parcel to live in the country. There is a road in the front yard and trail in the backyard. He is concerned for his family's safety.
  - Concerns regarding who would be responsible for snow removal if paved.
  - Agrees that the segment between the two entrances of Snake River Estates (along 185<sup>th</sup> Avenue) would be very beneficial/important.
  - He asked if the trail could be moved from behind the houses to in front of the houses. The trail behind the houses doesn't makes sense.
- Mr. Roedel: motor vehicles are an enforcement issue. He can check if there is a prohibition and if so, Sherburne County can add some signs to the trail that states motor vehicles are not allowed.
- Chair Kolbinger asked if motor vehicles have to be allowed on the trail. Mr. Roedel stated he hadn't seen anything allowing them but as he doesn't know off hand he would prefer to verify. He doesn't believe motor vehicles up and down a dedicated walking trail were the intent of the County.
- Supervisor Gilbert stated he was 100% confident that we can solve the motor vehicle issue. They should not be on the trail.
- Mike Duncombe – Lot 3, Block 1, 2<sup>nd</sup> Addition
  - Purchased his lot in 2012 and was told the trails were to be placed once 50% of the homes were in place.
  - The traffic in the area is fast, it would be nice to have the trails.
- Pink part can be paved by Sherburne Count with no assessments to homeowners. The costs will be on the county.
- Blue part is a drainage and utility easement to the Township. The county wouldn't do anything with this.
  - Dan Johns – Lot 15, Block 1, 2<sup>nd</sup> Addition

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- Moved in 2011. Did the due diligence and did not see any trail on the site plan. Nothing he was able to review showed a trail where the blue section is located. Where did that come from? Clerk Messman responded it is depicted on the original site plan filed with the Township in 2006.
- He mentioned he never thought a trail would go in. He is concerned with safety and security of his home. Feels if the blue trail would ever go in it would devalue his property.
- Tony Tidrick – Lot 14, Block 1, 2<sup>nd</sup> Addition
  - Does not want to see the blue trail put in.
- Nick Peterson, Lot 12, Block 1, 2<sup>nd</sup> Addition
  - Against the blue portion of the trail
  - Saw it was going to be a bridge, but it fell through
- David Roedel: a bridge across the river for the trail was originally planned but it fell through. Without a bridge, the blue portion of the trail doesn't make sense.
- Glen Johnson – 18474 127<sup>th</sup> Street
  - There used to be a timber bridge there he remembers driving farm equipment across
- Chair Kolbinger stated that the Township doesn't have trails that they maintain and has no intention of making the blue portion a trail. Also that this trail is Sherburne County Public Property. People are not allowed to block off any portion of the trail.
- Supervisor Wilkening stated it makes sense to pave the trail, but everyone should realize it is more work than just putting down some pavement. There will be utility issues, dirt work and driveways to contend with. With paved trails, it is more likely that people will stay on the trail instead of wandering off into yards.
- Mr. Roedel stated that there is no money set aside for this at Sherburne County but they do have some preliminary estimates for paving. They would likely use a contractor who specializes in trails. If it is less than \$100,000, they would likely do the work themselves.
  - Who is responsible for maintenance of the pavement on the Green section?
    - Supervisor Wilkening: This paved section exists, but as a drainage and utility easement. The Township cannot pave its drainage and utility easements. Sherburne County cannot pave anything in this section because it is not dedicated to them.
    - Dan Johns stated that he had read in the covenants that the owners are responsible for the pavement and it is a voluntary donation to help maintain them.
    - Attorney Bourgeois stated the Township doesn't handle covenants, but will verify.
  - Supervisor Babler asked who plows the trails.
    - Mr. Roedel stated that the County has to maintain it. He suspects that the county would have to or it could be on the homeowners. He will check into this. He stated again that only the pink section would be maintained by the county. No other section.
  - Eric Carlson – Lot 3, Block 3, 1<sup>st</sup> Addition
    - Is the question dirt trail or paved trail? Is vacating trail option? If not vacating, paved is preferred.

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- Green Section of trail – Township is unsure how this will be handled in the future.
- Supervisor Gilbert stated that the Town board was concerned when Sherburne County approached them to find out if the trail should be kept, vacated, paved, etc.. It seems most people want to keep the trail and pave it.
- Supervisor Babler stated that until the Green section of trail is figured out, why would the County proceed with the pink. He believes that 185<sup>th</sup> needs something for safety, but this trail goes nowhere. Can it be swapped to the front of the properties? Even though Township wouldn't be footing the bill for paving, see no reason for this to move forward until the Township knows what will happen with the green section.
- Supervisor Danielson asked if the Green section was a prescribed easement. Mr. Roedel stated it was.
- Engineer Davis: maintenance does seem to be an issue. Along 185<sup>th</sup> Avenue, the Township plows snow into the right of way. It appears that would go on top of the trail.
- Mr. Roedel will look into trail maintenance. Paving is likely in 2019.
- Supervisor Kolbinger stated that the green section is not a dedicated Township trail. The Township does not put in trails/maintain trails. The Township will not be doing anything with the green section of the trail. He suggested the rest of this discussion be tabled until we have an understanding of the purpose of the paved green section.
- Sherburne County does not need Township approval to go forward and pave the pink section.

**Metes & Bounds Split Application to Township**

- Metes and Bounds Application by John and Lynette Golly
  - John and Lynette Golly have submitted a survey and new legal descriptions for approval of a “metes and bounds subdivision” by the Town Board, in order to move a lot line between two parcels they currently own. The location of the parcels is 16302 77th Street Southeast.
  - History reviewed for the Golly parcel(s). Full text of history on file.
  - Goal is to sell the house with 20 acres and keep the rest as farm land.
  - Tract A will become 136 Acres, Tract B will become 20 Acres
  - Tract A is landlocked, but it has been. Increasing the acreage in that piece will not create any additional non-conformity. It will just shift the line.
  - Craig Wensmann – there are two access easements. 66’ on the south side and 66’ on the east side.
  - Attorney Bourgeois: this isn't platted. There is no road right of way, just an adjustment of the east/west boundary lines. No additional non-conformity is being created, therefore no need for Town Road.
  - This qualifies and meets the requirements of a metes and bounds split.
  - **Motion to approve Resolution 2018-18: A Resolution Providing For A Metes And Bounds Subdivision To Shift A Shared Property Line Between Two Parcels by Wilkening. Second by Gilbert. Motion carried, all voting in favor.**

**Becker Township Board  
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**Planning Commission and Joint Planning Board Updates – Ben Wikstrom**

**October Planning Commission Meeting Update**

- Hofman Conditional Use Permit Application
  - He wishes to sell vegetables they grown from an accessory structure on his property.
  - It is zoned general rural, is not platted, parcel is at least 10 acres in size and this is an ag related business.
  - Neighbors showed up to show support and are in favor of application.
  - Recommended for approval to Joint Planning Board.
- Ordinance amendment research directive received
  - A property in the township asked if the Planning Commission would consider changing ordinance to allow farm related business in the township. However, the trucks/equipment could also pertain to an automobile retail business.
  - They have looked for Ag land, but have not been successful finding any.
  - Planning Commission recognized that there is a lot of Ag land that is not ag zoned that may work for this type of business.
  - Nothing decided at this time, staff to research and present information/drafts in November.

**Engineer's Report – Wes Davis**

- 185<sup>th</sup> Ave SE
  - Progressing well. Kraemer is working on slopes and erosion (curve on South). Bogart Pederson & Associates and Kramer will be sure things get restored correctly.
  - Partial payment is due in amount of \$255,963.71. Retaining \$28,093.14 until all restoration is completed.
  - Question why no delimiters/chevrons on 185<sup>th</sup> Avenue yet? They weren't any in the plans, but they can be added.
  - As long as they comply with current sign policy they can be added. Before placement, engineer to verify if curve sign with plaque or chevrons fit our policy for that curve speed before ordering anything placed.
  - Request for payment of \$255,963.71 to Kraemer. **Motion to make partial payment of \$255,963.71 to Kraemer Trucking and Excavating by Wilkening. Second by Danielson. Motion carried, all voting in favor.**
  - Mud flap hole being fixed by Knife River. Mailboxes are being raised/fixed.
  - Partial silt fence is still there. It will be until all 70% of vegetation is established.
  - Curve Concept in relation to design is shifted North to avoid needing to acquire land from South was reviewed by board. To maintain at 30 mph, quite a bit of land would need to be acquired – estimated at 90,000 in road costs before bituminous top. Engineer recommendation to keep with the current 20 mph curve design. Board consensus to remain at the 20 mph design.
  - This will move onto wetland review.
  - Road will be built up a bit and wider.
- Boulder Crossing

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- Frank Kasowski, Jr. was in and would like to get things set up for final inspection. Will verify 50% built and make determination with Supervisor. The process will begin with Engineer, Supervisor Gilbert and Frank Kasowski, Jr..

**Supervisors Reports**

- Fire Board – Supervisor Babler – Becker Lions donated \$1,000 for safety equipment. Otherwise normal proceedings.
- Parks/Trails – nothing further.
- Highway 25 Coalition – meeting cancelled.
- Roads Report – Supervisor Gilbert
  - 77<sup>th</sup> farm/Anderson Road – big clearing
  - 95<sup>th</sup>/190<sup>th</sup> Will be starting clearing
  - 112<sup>th</sup> – will be meeting with bus supervisor and look at how to make so bus can go down and pickup kids. Residents seem favorable to changes.
  - 77<sup>th</sup> Public hearing – seems favorable – will stay within the 49’5” right of way for some culvert work until process complete.
  - Attorney Bourgeois explained damages terminology.
  - Who to work with landowners? Supervisor Danielson will speak with Patti, Sherburne County ROW agent and work with Bogart Peterson and Clerk
  - 117<sup>th</sup> in line for work – needs materials/determine ROW
  - Would like to set up Jim Free to do some tree work for odd things – Board directive to get contract in place and start using his service after legal review of contract.
  - Stop sign at 185<sup>th</sup> – County engineer is reviewing need. People keep running the stop sign.
- Town Hall
  - Supervisors Babler and Danielson will work on Shakes and Pole
  - Planning prairie style landscaping around building. Will be complete before Freedom Days 2019.
- Charge accounts at various suppliers discussed. Resolution reviewed. **Motion to approve Resolution 2018-17: A Resolution Authorizing The Road Supervisor And Alternate Road Supervisor To Make Purchases Using The Vendor Accounts At Knife River And/Or Hardrives For Road Maintenance Purposes by Wilkening. Second by Babler. Motion carried, all voting in favor.**
- Internal Control Policy Reviewed. Policy updated to reflect additional requirements due to Resolution 2018-17. **Motion to approve revised Internal Control Policy by Danielson. Second by Gilbert. Motion carried, all voting in favor.**

**Treasurer’s Report**

- **Motion to approve Treasurer’s Report as presented by Babler. Second by Danielson. Motion carried, all voting in favor.**
- **Motion to pay warrants 14011-14041; void #14042; and pay PO’s 1054-1060 in the amount of \$300,094.80 by Wilkening. Second by Gilbert. Motion carried 4-0-1. Supervisor Danielson abstained since his company had submitted an invoice.**



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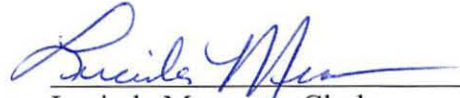
**Other Business**

- Clerk presented estimate and draft contract from ARCARESEARCH for imaging original minutes and providing search engine. **Motion to proceed after attorney review/approval of contract by Wilkening. Second by Kolbinger. Motion carried, all voting in favor.**
- Estimate for microphones presented by clerk. **Motion to approve purchase/installation by Danielson. Second by Gilbert. Motion carried, all voting in favor.**
- Clerk reported Deputy Clerk computer is in need of replacement. Trying to continue to get by until next fiscal year. Computer has shut down three times now. Board requested estimates for new computer for next meeting.

**Meeting Adjourned 9:16 p.m..**



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Brian Kolbinger, Chair



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Lucinda Messman, Clerk

**Becker Township Board  
Town Board Meeting  
November 19, 2018**

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

**Board Members Absent:** none

**Staff members present:** Kelli Bourgeois – Township Attorney, Craig Wensmann – Bogart Pederson, Ben Wikstrom – Township Planning Consultant, Tony Wruck – Wruck Excavating

**Others present:** Chad Johnson – Sherburne County Sheriff's Department, Susana Kuche – Citizen Newspaper, Greg Pruszinski – Administrator - City of Becker, Marie Pflipsen – City of Becker Community Development Coordinantor, Pam Rasmussen – Xcel Energy, Ryan Bruers Xcel Energy, Dan Pfeiffer – Xcel Energy, Lonny Seeley, Frank Kasowski – Boulder Crossing.

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Meeting called to order and quorum verified by Chair Kolbinger.

Consent Agenda approved.

1. Minutes - October Regular Meeting, November 13 Special Meeting
2. Upcoming electronic fund transfers/automatic payments approval – documentation will be available at meeting.
  - a. City of Becker – water/sewer
  - b. Xcel Energy – gas and electric
  - c. Ace Disposal – container for township maintenance
  - d. Midco Business – phone and internet
  - e. Upcoming EFTS related to payroll: Federal taxes, State taxes and PERA - mandated rates.
3. Correspondence
  - a. HSIP Program Participation submission
  - b. Class offerings
  - c. Official Election Results
  - d. Tax rates 2019
  - e. Sidewalk letters from City of Becker – two parcels. Clerk to contact them about City parcel incorrectly sent to Township.

Regular Agenda Approval

- Strike Item #9 – 67<sup>th</sup> Street Discussion with Santiago Township board. Item moved to December.
- Add Item 10 B – Boulder Crossing roads discussion
- Add item to Supervisors discussion – AIS Projects
- **Motion to approve agenda as amended by Wilkening. Second by Danielson. Motion carried, all voting in favor.**

Chad Johnson from Sherburne County Sheriff's department presented a report for the month:

- 141 Calls for service
- 36 traffic stops
- Rest was routine.

**Becker Township Board  
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- No questions from those present.

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

- Possible Ordinance Amendments were discussed regarding
  - Use of outbuildings.
  - General Rural vs. Ag uses, looking for better definitions
  - Some changes are coming along with language cleanup
  - Long discussion regarding uses/traffic/noise/visibility/events/barns/etc. Ended up not making any changes at this time as far as the current uses outlined in ordinance.
- Conditional Use Permit application was denied as it didn't follow ordinance size (3,200 square foot desired, 1,800 square foot allowed). Owner plans to look at options outlined. JPB will rule on next week.

Orderly Annexation.

- Town Board made aware of request last week after a Township Resident called and asked what was going on. Town Board held a special meeting 11/13/2018 to get some basic information to the Board members. Questions existed and were forwarded to the City of Becker.
- Xcel Energy Representatives Introduced:
  - Pam Rasmussen, Sr. Manager of Sitting and Land Rights
  - Dan Pfeifer – Sr. Director of Economic Development
  - Ryan Bruers – Manager of Economic Development
  - Pam Rasmussen
    - Land request was submitted to the City as we would like this property to be within the city boundaries for planned land use.
    - Ash Landfill to stay the same use
    - All NSP Land is planned for development for site A (see attached exhibit)
  - Town Board asked if the planned land use can be shared?
    - Dan Pfeifer: reviewed history of how competitive advantage is given for those who have shovel ready sites. Currently, two coal units at Sherco will be closing and result in loss of jobs. The remaining one will be converted to a natural gas plant. Goal is to replace the jobs being lost.
      - Coal plant was originally planned to be larger, but that didn't happen.
      - Site 1 development is progressing/completed
      - Site 2 development (Area A) is being marketed now
      - This process is being completed in 6 of 8 states.
      - Once land is annexed, can market in the Certified Site Program. That program is for land that is ready to have city sewer and water provided.
  - Town Board expressed concern regarding ash/water piles. If the board approves this now, is an environmentally alarming business going to go in there?

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- Dan Pfiefer – no heavy industry is planned at this point. Usually light industrial with cleaner technologies have looked at the site.
- Town Board expressed concern about annexing before the City is capable/ready to provide sewer/water services. Those amenities will vary with different business applications. Are we moving too quickly? The City won't be investing for infrastructure now so not understanding the reasons for expediting this request. Town Board was just informed last week. Sounds like this has been discussed for quite some time.
  - Dan Pfiefer – the Certified Site Program is for those who complete the annexation before marketing the site heavily. This decreases the risk for potential clients. Site selectors will toss sites that do not have city services/available city services. We have a better chance of marketing the site if the annexation is complete.
    - We realize the City will not put services in immediately. The services don't need to be there now, they just need to be available. Many times the annexation process takes 9+ months to complete, so we are trying to get this done now.
- Town Board expressed concerns over a possible hidden agenda. Told it takes 9+ months to get annexation completed, we are seeing this trying to go through in less than 3 weeks. Something seems off.
  - Dan Pfiefer – Acknowledged this should have come before the board months ago when they started planning as they want to have the site more attractive. Xcel Energy and City of Becker representatives did not understand the process that should be followed/process involved.
  - Greg Pruszinski – The City of Becker will start to study and figure out how to best serve and prepare these properties once they are annexed. The City can plan the route and details. Nothing can be done now, we want to get the land into the city so we know it can be done.
  - Mark Bruers – the Owner is requesting annexation. Does in matter when services are put in? Curious why infrastructure matters to the Township.
  - Supervisor Babler: Infrastructure questions are because if the tax base leaves, it is gone permanently. If it takes 10+ years to get the site filled, we are being irresponsible to our taxpayers by granting it leave so soon. Not sure why it is not marketable now.
  - Supervisor Kolbinger: property owner has requested annexation. We should treat like any other owner – consider the business they can bring in to replace other business being lost by the City of Becker.
  - Further discussion followed.
  - Supervisor Wilkening: the marketable side makes sense. It is one more variable prospective owners take into consideration. Reminder that the Orderly Annexation Agreement is a contract that has afforded the Township some good benefits (in regards to Planning and Zoning) over the years and does provide for this.
  - Dan Pfiefer – A good relationship with the City makes things smoother. Businesses are not used to the good relationship like with the City of

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Becker and Becker Township. Having the annexation complete will remove at least three months off the time frame - sometimes years. Goal is to get our site as marketable as possible.

- Supervisor Gilbert: based on the 1979 Annexation. Buffer properties were bought. As a long range plan – are there buffers planned for the City development now?
  - Pam Rasmussen: historical was briefly discussed. No longer primary to be a power plant. Sites B and C will stay landfill. Goal here is to get best use for the land that was slated as buffer but will no longer be needed as buffer once Sherco closes the coal sites.
    - Once the plant is closed, it will be best to work with the City to get a best fit in there.
- Supervisor Danielson: We are not saying no, we just heard of this last week. That is why we have so many questions. Knowing that the city cannot quickly move to put in sewer services for several years and the Township allows septic, not understanding why the request that the Township rush and act before the City of Becker has passed a resolution for this?
- Attorney Bourgeois: The OAA is layed out well. There is a copy of the draft resolution that will be presented to the City of Becker Council in the packet. The OAA has served the Township well and there is some money involved to help offset tax losses.
  - One item, out of the ordinary, but was questioned has to do with buffer trees around the Seeley property. It is a bit different, but the board can ask.
  - The Township can wait for the City of Becker to act first. It depends on what the board is comfortable with.
  - No reason to deny is present.
- Pam Rasmussen: The trees around the Seeley Property will stay in forest for now. Applies to Sites D and E and Part of C. The 40 acres of forest requires some management, but no development is planned for this site – mainly because the Seeley’s live there.
  - Management of forest items
    - Maintain 40 acres of forest
    - Check tree health
- **7:39 pm: Motion to approve Resolution 18-71: In the matter of the orderly annexation Between the City of Becker and Becker Township pursuant to Minnesota statutes § 414.0325 by Wilkening. Second by Kolbinger. Voting for: Wilkening, Kolbinger. Voting against: Danielson, Babler, Gilbert**
  - Discussion: Supervisors Danielson and Babler would prefer to wait to make a move on this resolution until they see that the City of Becker passes the resolution.
  - Supervisor Gilbert is not sure he agrees with this – he has seen what happened in 1979 and the mess created and doesn’t wish to see that happen again. Once the annexation is approved, the Township has zero input on the types of businesses coming in. Worried the environmental

## **Becker Township Board Town Board Meeting November 19, 2018**

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impacts will be worse than what has happened to date. He does not wish to have his name tied to another landfill.

- Further discussion/information is desired by all supervisors voting against the resolution at this time. Business development is good and required, but also trying to look out for Township interests.
- Dan Pfiefer: Xcel has interest in this site and 3 (or as many as 6) companies are interested in this site and Xcel would like to be able to say the site is annexed so they can continue to market the site.
- Supervisor Wilkening: We were not all around when the OAA was created, but those who were did plan what they could.
- Attorney Bourgeois: this request meets section 5a and violates the OAA that is in place now.
  - Question is – do you want to pass before the City Council sees the resolution or do you want to wait for the City Council to see and pass the resolution?
  - Process briefly discussed
- Supervisor Danielson: Would like to see the City take the lead. They should see and pass the resolution first.
- Attorney Bourgeois conceded that is a legitimate concern. Wait until the City of Becker acts, then the Township can act.
- Dan Pfiefer: apologized that this was not mentioned to the Township sooner.
- As a Town Board, Supervisors agree with the Orderly Annexation Agreement. Request that the City of Becker moves on this first and then the board can move on this.
- Supervisor Babler: if we are going to maintain this OAA, there has to be more communication. As an elected Township officer, feels like we are being blindsided and there has been no communication. A township resident brought to us that Annexation is going to be requested. Not the City of Becker, Not Xcel Energy. Really struggling with the lack of communication here. This should have been brought to the Township immediately. It is hard to believe that the City of Becker had no knowledge of this until November 1, 2018.
  - OAA reads that we work together and we apparently do not get a choice here.
  - Resolution could have gone off without a hitch had we been informed prior to last week by a Township Resident. If Lonny Seeley hadn't mentioned it to us, when would we have found out there was a request? This needs to be fixed going forward as this process makes the Town Board look very bad and uninformed.
  - Recommends that the City of Becker pass their resolution first and the Town Board can act at the regular December meeting. If passage prior to the Regular December meeting is required, someone other than the Township will need to pay for that as there

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should not be a special meeting fee paid out of Township taxpayer dollars.

- **7:58 Motion to rescind rejection of Res 18-71 by Babler. Second by Wilkening. Motion carried. All voting in favor.**

Engineer's Report – by Craig Wensmann. Engineer Davis unavailable this evening.

- 164<sup>th</sup> Salida Crossing Engineers estimate presented.
  - 24' wide, 3' shoulders
  - 4" base + wearing course
  - Typical section – need to pull up 149<sup>th</sup> Street to be sure it matches as Peterson's and Theco both have large trucks that will pass over.
  - Estimate doesn't include full cul-de-sac or engineering costs as was asked for rough estimate for road/budget purposes.
- 185<sup>th</sup> Avenue SE
  - TEP Application was submitted for 185<sup>th</sup> – working on design to determine impacts
  - Phase 3 is still on track for Jan/Feb bid if the TEP panel approves on the 28<sup>th</sup>/29<sup>th</sup>. Otherwise it will have to wait for MAY TEP to meet.
  - Signs
    - County determining what will happen
    - Supervisor Danielson to talk with Engineer re: Cheverons
- Fog Lines – HSIP Project information submitted to Sherburne County
  - 97<sup>th</sup> Street SE
  - 127<sup>th</sup> Street SE
  - 137<sup>th</sup> Street SE
  - Filly Trail
- Engineering and Construction Standards for Township Roads
  - Road Supervisor to work with engineer this winter to get the standards completed.
  - Board directive to proceed in working with Township Engineer to complete the process.
- Boulder Crossing
  - Township requested Craig Wensmann review Boulder Crossing documentation. Letters from 2007 and 2012 were determined pertinent (full text in development file)
    - 2007
      - Roads were accepted by the Township/warranty period began
      - Maintenance was deferred until after warranty period.
    - 50% buildout still required (at 42% now)
    - 2012 letter re: lateral cracking.
      - Crack filling not done
      - some crack sealing was done
    - Approximately \$8,000 remains in escrow
    - Not sure of pavement there now – appears to be a single lift of 2". Need to verify what this is.



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- Frank Kasowski: in section 6 it says anything over normal wear and tear is his responsibility. What is normal wear and tear?
- Town Board requested legal definition of maintenance.
- Supervisor Kolbinger asked for specific issue? Who will crackfill.
- Attorney Bourgeois: it would be good to get the issue resolved before 60% filled
- Plan for board member and Frank Kasowski to meet with engineer over the next month and go over items.
- Clerk to pull relevant research for next meeting.

**Supervisor Reports**

- Fire Board – Supervisor Babler
  - Reviewing contracts and by-laws
  - New radios are in and being installed
  - High volume of calls this month (15/20 more than usual)
- Sherburne County Parks/Recs/Active Living – Supervisor Danielson. Clerk to verify they have correct contact information. No further information on Snake River Trail (only email received after last meeting).
- Highway 25 Coalition – Supervisor Kolbinger
  - Monticello/Wright County upset an option wasn't included in study and they are 100% opposed to one option.
  - Going forward, want to keep study in tact to go to EIS/EAW and present with addendum of each entities opinion regarding options.
  - Sherburne County Comments will be forwarded to the Town Board
- North Star Coalition – final audit documents distributed to board. (full text in Northstar Corridor File)
- Road Report – Supervisor Gilbert
  - Profanity was painted on our road surface. Didn't scrub up. Covered with black paint for now- Any other way to handle? None since person doing the vandalism is unknown.
  - 175<sup>th</sup> Ave SE – still working on tree removal (leaners/hangers)
  - Jim Free will begin work on 77<sup>th</sup> street/Anderson Road
  - Wruck Excavating will begin right of way clearing work now that 190<sup>th</sup> is staked. Supervisor Gilbert has verbal ok from owners. Clerk to still send letters.
  - Barricade – example one shown. 6" stipes and 8' aluminum planks. To be placed at 107<sup>th</sup> by river and 120<sup>th</sup> by river. Photo on file (FILE: BTB 2018 November Packet). Is board good with this design? Direction of the orange stripes discussed. Board consensus – it works as long as it complies with MnDOT standards.
  - Working on CIP Policy. It won't be done until end of 2019. Gravel roads section good and all roads scored/determined where they will fall in maintenance. Still working on good definitions for paved roads and to complete scoring/sign inventory.
- AIS Program – no submissions for this year
- Development Agreement – tabled for now



**Becker Township Board  
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- Town Hall
  - Gutters were to have been last week. On back order, Supervisor Danielson will look into this.
  - Shakes/Woodpecker hole – Supervisors Danielson and Babler will handle.

Treasurer's Report

- Billing issues relating to TPC/JPB – clerk is working with the city on these.
- **Motion to accept Treasurer's Report by Babler. Second by Wilkening. Motion carried, all voting in favor.**
- **Motion to pay warrants 14069-14085, void checks 14084 & 14080, and pay PO 1061-1070. Total of all items \$69,179.28 by Babler. Second by Wilkening. Motion carried, 3-0-2. Supervisors Danielson and Gilbert abstained as they had submitted bills for services to the Township.**

Other:

- Arcasearch – still working out contract.
- Hearing loop – no estimate received to date.
- Township Attorney:
  - Attorney Kelli Bourgeois has accepted the position of City Manager with Columbia Heights. Due to this, she will no longer be able to attend Town Planning Commission or Joint Planning Board meetings due to conflicts. While she is still interested in continuing as Township Attorney, she wanted to inform the board and will understand if they choose to look elsewhere.
    - She has spoken with Dove Fretlund (Paul Dove and Damien Toven) and they are willing to continue to fill in at meetings she cannot attend. They have been doing this in the past.
    - No decision is necessary at this moment as her position begins January 1, 2019.
    - She will not be at the Joint Planning Board meeting this month.
    - Board congratulated her and will make a decision later.

**8:44 p.m.: Motion to Recess the Becker Town Board meeting to allow distribution of checks, then the board will resume tonight, in closed session, the Becker Town Board meeting of November 19, 2018 as permitted by Minnesota Statute Section 13D.05 to develop offers for purchase of real property along 77<sup>th</sup> Street and damages valuation for 77<sup>th</sup> Street and 112<sup>th</sup> Street by Kolbinger. Second by Danielson. Motion carried, all voting in favor.**

Closed meeting was recorded as required. Closed meeting adjourned at 9:23 p.m.

Becker Town Board regular meeting resumed at 9:23 p.m..

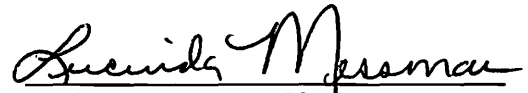
**Motion to adjourn Regular Town Board meeting by Danielson. Second by Wilkening. Motion carried, all voting in favor.**

**Becker Township Board  
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Meeting Adjourned 9:24 p.m..

  
Brian Kolbinger, Chair

  
Lucinda Messman, Clerk

**Becker Township Board  
Town Board Meeting  
December 17, 2018**

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

**Board Members Absent:** none

**Staff members present:** Kelli Bourgeois – Township Attorney, Damien Toven – Township Attorney, Wes David – Township Engineer; Craig Wensmann – Bogart Pederson, Ben Wikstrom – Township Planning Consultant, Tony Wruck – Wruck Excavating

**Others present:** Chad Johnson – Sherburne County Sheriff's Department, Susana Kuche – Citizen Newspaper, Marie Pflipsen – City of Becker Community Development Coordinantor, Ryan Bruers Xcel Energy, Dan Pfeiffer – Xcel Energy, Brandon & Nicole Hines; Frank Kasowski – Boulder Crossing.

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Meeting called to order and quorum verified by Chair Kolbinger.

Consent Agenda approved.

- 1) Minutes - November Regular meeting
- 2) 2) Upcoming electronic fund transfers/automatic payments approval – documentation will be available at meeting.
  - a. City of Becker – water/sewer
  - b. Xcel Energy – gas and electric
  - c. Ace Disposal – container for township maintenance
  - d. Midco Business – phone and internet
  - e. Upcoming EFTS related to payroll: Federal taxes, State taxes and PERA – mandated rates.
- 3) Resolutions
  - a. Becker Township Resolution #2018-24: Appointing the 2019 Absentee Ballot Board
  - b. TOWN OF BECKER RESOLUTION 2018-22: RESOLUTION APPOINTING MEMBERS TO THE TOWN PLANNING COMMISSION
  - c. TOWN OF BECKER RESOLUTION 2018-21: APPOINTING MEMBERS TO THE BECKER JOINT PLANNING BOARD
  - d. **Town of Becker, Sherburne County, Minnesota Resolution 2018-23: RESOLUTION DESIGNATING ANNUAL POLLING PLACE**
  - e. Adoption of Meeting Schedules for 2019: attached
  - f. Correction August 2017 Minutes to approve editing the January 25, 2009 Town Board minutes ordinance number that currently reads:
    - i. Adult Use Ordinance - Attorney Schieffer reviewed the ordinance and explained the zoning ordinance would confine business to certain areas, and licensing will regulate controls on clubs. If there is no ordinance there could be a challenge in litigation when denied. Limpert moved, second K. Johnson to adopt Ordinance 09-04 Providing for the Regulation of Adult Establishments in the Town of Becker. Motion carried all voting for.
    - ii. To edit the ordinance number from 09-04 to 10-02 so the text will now read: Adult Use Ordinance - Attorney Schieffer reviewed the ordinance and explained the zoning ordinance would confine business to certain areas, and licensing will regulate controls on clubs. If there is no ordinance there could be a challenge in litigation when denied. Limpert moved, second K. Johnson

**Becker Township Board  
Town Board Meeting  
December 17, 2018**

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to adopt Ordinance 10-02 Providing for the Regulation of Adult Establishments in the Town of Becker. Motion carried all voting for.

- 4) Correspondence
  - a. Wetlands Delineation Letter
  - b. 2020 Census Plan and Newsletter Note: the 2020 Census Plan is a 192 page document. It is available online or for viewing at Town Hall. It is not included in the individual printed packets unless requested.
  - c. Palmer Township Minimum Maintenance Road Notification
  - d. Christmas Card
  - e. MN LTAP Classes
  - f. Notice to County Auditor - March Election
  - g. IRS 2019 mileage rate
- 5) Public Notices
  - a. Filing for office of Supervisor January 2-15, 2019
  - b. Winter Parking Ordinance Yearly Publication
  - c. Joint Planning Board Ordinance Amendments

Regular Agenda Approval

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

Chad Johnson from Sherburne County Sheriff's department presented a report for the month:

- 137 Calls for service
- 34 traffic stops
- Rest was routine.
- Questions by those present
  - 175<sup>th</sup> Avenue – north end we have a lot of garbage being dumped – Sheriff will put up a camera
  - Vandalism of roadway on 163<sup>rd</sup>/Cedar Crest Acres
  - Clerk to email details

Residential Open Forum – none

Orderly Annexation Agreement

- Resolution was passed by the City Council. No discussion
- **Motion to approve City of Becker Resolution 18-71: IN THE MATTER OF THE ORDERLY ANNEXATION BETWEEN THE CITY OF BECKER AND BECKER TOWNSHIP PURSUANT TO MINNESOTA STATUTES§ 414.0325 in conjunction with Orderly Annexation Agreement between City of Becker and Becker Township, annexing the following 643.3 acres of Northern States Power Company parcels into the City of Becker:**
  - Tract A:
    - The Northwest Quarter of Section 35, Township 34 North, Range 29 West, Sherburne County, Minnesota; and

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- The Southwest Quarter of Section 35, Township 34 North, Range 29 West, including Government Lot 1, Sherburne County, Minnesota, except that part lying Southerly of the centerline of the traveled County Highway No. 53, Sherburne County, Minnesota;
- and That part of Government Lot 2, Section 2, Township 33 North, Range 29 West, Sherburne County, Minnesota, lying North of the centerline of the traveled County Road No. 53, also known as I 15th Avenue Southeast, now vacated. Sherburne County, Minnesota.
- Tract B:
  - The Southeast Quarter of Section 35, Township 34 North, Range 29 West, Sherburne County, Minnesota.
- Tract C:
  - The Northeast Quarter of Section 35, Township 34 North, Range 29 West, Sherburne County, Minnesota, except the north 440 feet of the West Half
- Tract D:
  - Beginning at the northwest corner of the Northeast Quarter of Section 35, Township 34 North, Range 29 West; thence North 89 degrees 07 minutes 33 seconds East along the north line of said Northeast Quarter of Section 35 (assumed bearing) a distance of 495.01 feet; thence. South 00 degrees 10 minutes 53 seconds West a distance of 440.07 feet to the south line of the north 440 feet of the Northwest Quarter of the Northeast Quarter; thence South 89 degrees 07 minutes 33 seconds West a distance of 495.02 feet to the west line of the Northeast Quarter of Section 35; thence North 00 degrees 10 minutes 53 seconds East along said west line to the point of beginning, and there terminating
- Tract E:
  - Commencing at the northwest corner of the Northeast Quarter of Section 35, Township 34 North, Range 29 West; thence North 89 degrees 07 minutes 33 seconds East along the north line of said Northeast Quarter of Section 35 (assumed bearing) a distance of 819.97 feet to the point of beginning of the land to be described; thence continuing North 89 degrees 07 minutes 33 seconds East a distance of 497.96 feet to the east line of the Northwest Quarter of the Northeast Quarter of. said Section 35; thence South 00 degrees 11 minutes 30 seconds West along the east line of said Northwest Quarter of the Northeast Quarter a distance of 440.07 feet to the south line of the north 440 feet thereof; thence South 89 degrees 07 minutes 33 seconds West a distance of 495.00 feet; thence North 00 degrees 11 minutes 31 seconds East a distance of 440.07 feet to the point of beginning and there terminating.
- Tract F:
  - That part of Government Lot 1, Section 35, Township 34 North, Range 29 West, Sherburne County, Minnesota, lying South of the centerline of the traveled County Road No. 53, except a portion previously annexed into City Of Becker

**By Wilkening. Second by Kolbinger. Role Call Vote:**

**Babler – No**

**Kolbinger - Yes**

**Danielson – Yes**

**Wilkening - Yes**

**Gilbert – No**

**Motion carried 3-2.**

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

- Ordinance Amendments cleanup

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- Lean-to – TPC recommended allowing up to 50% of building size and that lean to's are not to be counted in accessory structure size limits.
- Occasional Special Events
  - limit of 8 per year with max of 2/month in General Rural Districts
  - limit of 16 per year in Agriculture Districts
  - 3 consecutive days discussed
  - CUP will be required
- Temporary Residence vs. Residence, Temporary
- Cell Towers requiring CUP in Agriculture and General Rural Districts
- Clarity for side setback language
- Administrative Permits for mobile uses like food trucks
- Striking LFE language from zoning as Building Code covers.
- Still working through
  - Farm Related Business Definition
  - CUP Qualifications/benchmarks for occasional special events

Engineer's Report – Wes Davis

- 2 final payments for 185<sup>th</sup> – Knife River still has some retainage.
- Timing for bids for the North portion of 185<sup>th</sup> should still be good
- TEP report
- **Motion to pay remaining \$12,569 to Sherburne County for 185<sup>th</sup> Ave by Babler, Second by Danielson. Motion carried, all voting in favor.**
- Boulder Crossing Roads
  - Attorney Bourgeois reviewed memo sent to Board Members regarding cracks in the road.
    - 2012 – no documents on file that state crack filling was done at that time. Developer indicated he had no records either.
    - Anything since 2012 is outside the warranty period and developer is not accountable once the warranty period has ceased.
    - The Township should do no maintenance until the development reaches 50% occupancy. That can occur when 50% of the lots have been issued certificate of occupancy.
  - Frank Kasowski stated that Clear Lake also has a development that is cracking like this. Knife River's representative suspects it is due to lack of use.
  - Attorney Bourgeois asked Township Engineer if any records from 2012 indicate how much/amount of crack filling that was needed?
    - Supervisor Wilkening suggested checking Google Earth aerials might assist
    - Mr. Kasowski stated in 2012 that regular sealing would likely have been adequate
    - Attorney Bourgeois: Accepting the roads started the warranty period. This is unusual due to the market crash that created this situation. Usually buildout finished during the warranty period.
  - Attorney Bourgeois
    - 11/19/2012 Township Engineer at the time identified three items

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- Driveway/Culvert issues – those were handled/completed
  - Crack sealing/filling – no record exists that this was done. The township released all but approximately \$8,000 that was held for crack filling
  - Buildout is not yet complete
  - Roads have been accepted, but are not yet maintained by the Township.
- Mr. Kasowski stated that \$10,000 was paid into the escrow for seal coat, but it was never done. He stated to check the last page of the Developers Agreement. He also spoke with Jeff Rhodes who said the cracks could be filled for approximately \$11,000 now rather than the \$80,000 for which the township received an estimate.
  - Engineer Davis: mileage for the roads in the development has never been claimed under the Road Mileage Certification submitted each year.
  - Board wants to find a reasonable way to solve this. More quotes required. They also don't want this to happen again and do not want to have funds released until occupancy is reached. Maintain the current cash escrow requirement in the developer's agreement.

**Supervisor Reports**

- Fire Board – Supervisor Babler
  - Slow moth
- Sherburne County Parks/Recs/Active Living – Supervisor Danielson. The Township has no opinion regarding the Snake River trail – if the county wishes to move it, they can. It is their trail.
- Highway 25 Coalition – Supervisor Kolbinger
  - Support memo requested by Sherburne County. **Motion to approve signing the support memo by Wilkening. Second by Gilbert. Motion carried, all voting in favor.**
- Road Report – Supervisor Gilbert
  - Procedure in regards to removal of vehicles in the right of way during snowplowing. Attorney stated the Sheriff's office should be called and the vehicles should be ticketed. This should eliminate the behavior.
  - Reminder – Fiberglass poles need to be 1' back from edge of pavement for safety. Otherwise they are hazardous.
  - Bus Garage road will be plowed, but Contractor to skip if they did it themselves already.
  - 175<sup>th</sup> Minimum maintenance road is completed as far as trimming leaners/hangar trees
  - 77<sup>th</sup>/Anderson's farm road – took a week to clear. Complete
  - School Bus Superintendent met with Road Supervisor – they have a list of overhanging trees that Jim Free will begin trimming.
  - Tires are now going to Accurate Automotive for disposal rather than Jeff holding and turning in at cleanup days. Accurate Automotive to bill the township as appropriate.

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- Couch along road was taken to Goodwill – other ideas for roadside dumping?
- 190<sup>th</sup> – clearing to start on north end. No feedback at this time
- 117<sup>th</sup> will be on the Annual Meeting Agenda to begin road recording/alteration procedure
- Shared Road Agreement with City of Becker – still being worked on
- Development Agreement – coming along
- Town Hall
  - Gutters on order
  - Shakes/Woodpecker hole – Supervisors Danielson and Babler will handle.

Treasurer's Report

- Wruck Reimbursement/City of Becker Dust Control – clerk working through with City Staff.
- Billing issues relating to TPC/JPB – clerk is working with the city on these.
- **Motion to accept Treasurer's Report by Wilkening. Second by Danielson. Motion carried, all voting in favor.**
- **Motion to pay warrants 14086-14115 and pay PO 1071-1078. Total of all items \$73,418.61 by Wilkening. Second by Gilbert. Motion carried, 4-0-1. Supervisor Danielson abstained as they had submitted bills for services to the Township.**

Other:

- Local Board of Appeal and Equalization – Date of 4/9/19 – does this work? Yes.
- Township Attorney:
  - Attorney Kelli Bourgeois has accepted the position of City Manager with Columbia Heights. Due to this, she will no longer be able to attend Town Planning Commission or Joint Planning Board meetings due to conflicts. While she is still interested in continuing as Township Attorney, she wanted to inform the board and will understand if they choose to look elsewhere.
    - She has spoken with Dove Fretlund (Paul Dove and Damien Toven) and they are willing to continue to fill in at meetings she cannot attend. They have been doing this in the past.
    - Board – maintain her history and continue the same agreement. Leave to Attorneys to determine who can attend which meeting.
- Reminder of Sherburne County Association of Townships meeting on 1/16/19. Becker Township is hosting meal.

Meeting Adjourned 9:18 p.m..

  
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Brian Kolbinger, Chair

  
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Lucinda Messman, Clerk