



Regular Town Meeting  
Monday, December 16, 2019  
12165 Hancock Street

MEETING  
MINUTES

**Attending**

- Township Chair Brian Kolbinger
- Township Vice Chair Brad Wilkening
- Township Supervisor Gary Gilbert
- Township Supervisor Joe Danielson
- Township Supervisor Luke Babler
- Township Clerk Lucinda Messman
- Township Treasurer Tanya Danielson

**Absent Members:**  Township Deputy Clerk Fran Seeley

**Attending Staff:** Kelli Bourgeois – Township Attorney, Wes Davis – Township Engineer, Ben Wikstrom – Township Planner, Jacob Sanders – City of Becker Planner

**Others Attendees:** Sgt. Frank - Sherburne County Sheriff, Mark Kolbinger

Meeting called to order and quorum verified by Chair Kolbinger.

Pledge of Allegiance

**CONSENT AGENDA**

**MOTION TO APPROVE BY WILKENING, SECOND BY DANIELSON – MOTION CARRIED**

Consent Agenda Items:

- Regular Town Board Meeting Minutes November 2019
- Special Town Board Budget Meeting October 28, 2019
- Roadside Public Hearing Town Board Meeting May 4, 2019 – 117<sup>th</sup> Street
- Roadside Public Hearing Town Board Meeting May 4, 2019 – 157<sup>th</sup> Street (also known as Bus Garage Road and Keith Cox Road)
- Upcoming electronic fund transfers/automatic payments approval
  - City of Becker – water/sewer, Xcel Energy – gas/electric, Ace Disposal – Twp maintenance, Advanced Disposal – container at Town Hall, Midco Business – phone and internet, Upcoming EFTS related to payroll: Federal taxes, State taxes and PERA - mandated rates, State of MN for building permit surcharge fees
- Correspondence Acknowledgement: City of Becker Snowplowing/Sidewalk Change; 2020 MN Tax Levy Report filing; Notice of Annual Election filing; CMRP Meeting notices, agenda, draft engagement agreement and stakeholder mapping workshop.
- Approval of Resolutions – Full text on file for each resolution.
  - **Resolution 2019-19:** Resolution Authorizing Contract with Interested Officer under Minn. Stat. §471.88, subd. 5 (Supervisor Luke Babler)
  - **Resolution 2019-20:** Resolution Authorizing Contract with Interested Officer under Minn. Stat. §471.88, subd. 5 (Supervisor Joe Danielson)
  - **Resolution 2019-21:** Resolution Appointing Members to the Becker Joint Planning Board
  - **Resolution 2019-22:** Resolution Appointing Members to the Town Planning Commission
  - **Resolution 2019-23:** Resolution of the Town of Becker Appointing Election Judges (Presidential National Primary)

**REGULAR AGENDA APPROVAL**

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

## **SHERBURNE COUNTY SHERIFF'S REPORT**

- 88 Calls for service on statistics list, but there were more. Statistics are off this month. Will be correct next month.
- 163<sup>rd</sup> homeowner notified it is illegal to push snow across road. If others are seen or cause accidents, they do stop and notify homeowners. Otherwise driven by complaints.
- Complaints – mainly snowmobile related and barricades at driveways. Groomer has been doing trails – ATV's are allowed on them – even if they are groomed. DNR is working actively to educate people.

## **OPEN FORUM**

- No one present

## **OPEN GENERAL MAINTENANCE QUOTES**

- 1 quote submitted by Wruck Excavating. **Motion to tentatively award to Wruck Excavating pending review of documentation by Wilkening. Second by Danielson. Motion carried, all voting in favor.**
  - Summary
    - Grading of Town Roads \$85/hour
    - Gravel application and Spreading Equipment Price list
      - Motor Grader \$85/hour
      - Rubber Tired Roller
        - Pull behind \$18/hour + tractor
        - \$70/hour
      - Tractor
        - 100 HP \$55/hour
        - 150 HP \$70/hour
      - Dump Truck/Belly Dump \$90/hour
      - Front End Loader \$95/hour
      - Skid Steer \$85/hour
      - Water Truck
        - 3,000 gallon \$71/hour
        - Pull behind 1,000 gallon \$21/hour + tractor
      - Roadside Mowing & Weed Control Equipment Listing
        - 5' mower \$65/hour
        - 6' mower \$70/hour
      - Miscellaneous Equipment
        - 115 HP Excavator \$100/hour
        - 175 HP Excavator \$130/hour
        - Articulated Dump Truck \$140/hour
    - General Labor for man hours not included in equipment operations \$50/hour

## **TOWN PLANNING COMMISSION/JOINT PLANNING BOARD UPDATES – Planner Wikstrom**

- December meetings cancelled.
- After the November Town Board Meeting, the Buesgins Variance application was denied.
- General updates
  - Two applications have arrived for January – Plat application for the Wruck Commercial site and Conditional Use Permit application for the Sunflower Farm.
  - A Plat Application is in process to be heard in February.
  - Enforcement activity

- A letter was sent regarding a shipping container.
  - Long discussion between Town Board Supervisors and planning staff regarding reasons to allow and reasons to not allow in Township. Staff will bring to Planning Commission for further discussion.
- One with drainage issue mitigated the issue well.
- Planning Commission will review information regarding allowing increased square footage for accessory structures in January.
- Discussion of where water mains are located in the Township.

#### **ENGINEER'S REPORT** – Wes Davis

- Knife River has submitted all paperwork for final payment on 185<sup>th</sup> Ave SE. Prior final payment was voided as appropriate paperwork did not arrive. **Motion to pay \$34,477.48 retainage to Knife River by Wilkening. Second by Danielson.** Discussion: what was the additional for? Retainage plus additional required for changing some striping from broken line to solid line. **Motion carried, all voting in favor.**
- Boulder Crossing officially obtained the 50% Certificate of Occupancy rate needed to have the township take over ownership of roads the week following last Town Board meeting. **Motion to have township take over roads and maintenance for Boulder Crossing by Danielson. Second by Babler. Motion carried, all voting in favor.**

#### **SUPERVISOR REPORTS**

##### **Fire Board** – Supervisor Babler

- New radios are in and will be programmed this week. Old ones have been sold.

##### **Central Mississippi River Regional Planning Partnership** – Supervisor Kolbinger

- Meeting later this week
- City Planner Sanders described the plan for upcoming stakeholder mapping workshop to Supervisors.

##### **Roads Report** – Supervisor Danielson

- Snowplowing issues – need contractor out earlier and more sanding.
- Contractor will be repairing damage in Woodberry Farms next spring. There was no frost so once a blade would hit dirt – it was pulled in and made it worse. Board viewed all images submitted by Township Residents.
- Important that underbodies are used on the plows.
- Mailboxes – those hit have been handled.

##### **Town Hall** –

- Roof quote – hasn't arrived to clerk yet
- Porch light diode needs repair – Hubbard ordered

##### **Other** –

- Right of way ordinance – discussion of having all items in a single ordinance vs. separate ordinance. Board directive – pull utility permits out and make a stand alone ordinance. Ideally, want to see
  - Parking ordinance (done)
  - Driveway ordinance (goes out with permits – done)
  - Right of Way Ordinance (amend)

- Utility Permit Ordinance (pull out for PH for next month)
- Mailbox ordinance (to do)
- Ted Meyers – 96<sup>th</sup> Street – question regarding garbage cans in street/snow buildup. Clerk to let Sheriff know. Reminder needed. Attorney: any damage is on the property owner –see snow policy.
- Sheet prepared for Snow Plow Drivers to hand out. If issue, they are to contact the clerk. Then the clerk to contact appropriate personnel. Normally - Road Supervisor though sometimes it may be appropriate to text both road supervisors and contractor.
- Gary – reminder that a few things are being finished up – all street signs are now done and meet Federal retro reflectivity standards as mandated. Jeff is working on fire numbers now.

**TREASURER'S REPORT - TANYA DANIELSON**

- This is the final report representing year end. **Motion to approve treasurer's report as distributed by Babler. Second by Gilbert. Motion carried, all voting in favor.**
- **Motion to pay warrants 14458-14483, and PO 1192-1198 in the amount of \$139,136.13 by Wilkening. Second by Babler. Motion carried, 4-0-1. Supervisor Danielson abstained as his company had submitted an invoice.**
- 2020 Budget presented to Board as discussed at Budget Workshop in October. Reminder: Bond is done. The remaining balance in that fund can be moved. **Motion to move the balance of the Bond Fund to the General Fund and discontinue the Bond Fund by Babler. Second by Gilbert. Motion carried all 5 supervisors voting in favor.**

**CLERK'S ITEMS – LUCINDA MESSMAN**

- Local Board of Appeal and Equalization is set for April 7 at 9 a.m.. Does this work? Board Consensus – yes.

**Meeting Adjourned 8:14 p.m.**

  
 Brian Kolbinger, Chair

  
 Lucinda Messman, Clerk