



Regular Town Meeting
Monday, February 24, 2020
12165 Hancock Street

Attending

- Township Chair Brian Kolbinger
- Township Vice Chair Brad Wilkening
- Township Supervisor Gary Gilbert
- Township Supervisor Joe Danielson
- Township Clerk Lucinda Messman
- Township Treasurer Tanya Danielson
- Township Deputy Clerk Fran Seeley

Absent Members: Township Supervisor Luke Babler

Attending Staff: Damien Toven – Township Attorney, Wes Davis – Township Engineer, Ben Wikstrom – Township Planner, Sgt. Frank – Sherburne County Sheriff’s Department

Others Attendees: Mark Kolbinger – Sherburne Citizen Tribune, Tony Wruck – Township Contractor, Brandon and Nicolle Hines, Robin Boros, Barry and Vicki Wagner

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 January 2020
- Upcoming electronic fund transfers/automatic payments approval
 - City of Becker – water/sewer, Xcel Energy – gas/electric, Ace Disposal – Twp maintenance, Advanced Disposal –container at Town Hall, Midco Business – phone and internet, Upcoming EFTS related to payroll: Federal taxes, State taxes and PERA - mandated rates, State of MN for building permit surcharge fees
- Correspondence Acknowledgement: Records Destruction Report 2/10/2020, Contribution Requests, Sample Ballots – PNP and Township, Indebtedness Report
- Approval of Resolutions – Full text on file for each resolution.
 - **Resolution 2020-05:** Appointing Head Election Judge and Alternate Head Election Judge for Presidential Nomination Primary

REGULAR AGENDA APPROVAL

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

SHERBURNE COUNTY SHERIFF’S REPORT

- 125 Calls for service.
- 41 Traffic Stops
- 10 accidents due to snow
- 1 dog report other than barking

OPEN FORUM

- No one present

METES AND BOUNDS SPLIT APPLICATION

- Parcel thought to be a 40 acre parcel
- State Statutes and Local ordinance require 2, 20 acre parcels
- Certificate of Survey field work shows it is 39.6 acres
- Described as a 40, but is not
- Cannot use a Metes and Bounds split application, must use minor subdivision application and Planning/Joint Planning board process
- Attorney Recommends denial as submitted and public hearing option.
- Buyer is here today - Barry Wagner – works for surveyor and is on Planning and Zoning for Nowthen. Described term for a Nominal “40” and distributed a document from Bureau of Land management to Township Attorney. Stated County allows nominal “20”
- Attorney Toven – can review the materials to see if this can be done without issue as a metes and bounds split. Definitely will look into if the board desires. At this point, recommendation for dual track. Provide information and that way if authorization cannot go through metes and bounds, he is already in place to do a minor subdivision process as each parcel is less than 20 acres.
- Discussion of logical vs. actual vs. statute.
- Board: Review is required – it will come down to language. Attorney directed to review the information and ordinance.
- Discussion regarding deadlines/dates with clerk
- No decision at this time. This item is tabled while further information is gathered/ordinances are reviewed.

ENGINEER'S REPORT – Wes Davis

Bid results from 185th overlay project bid with Sherburne County presented to Town Board. Knife River has lowest overall for all projects bid. Our portion would be \$349,306 – includes base/class 5 under drives/shoulder overlay/concrete driveway/bituminous/stripping. Goal of savings is achieved in bituminous and striping. Concrete and Class 5 are high. Recommendation to remove the add-on items of concrete and class 5. They will still need to be completed, but board should be able to find a local contractor to do them at a better rate.

Motion to authorize Knife River as contractor without the class 5/concrete add-on item for driveways by Wilkening. Second by Danielson. Motion carried, all voting in favor. Engineer to speak with Sherburne County tomorrow and let them know.

TOWN PLANNING COMMISSION/JOINT PLANNING BOARD UPDATES – Planner Wikstrom

- Preliminary/Final Plat Sandy Forest – adjacent to City property. ROW dedication required
- Sunflower Ranch – application withdrawn due to county requirements of two turn lanes and center lane.
- Amending Accessory Structure sizes allowed to percentage of land rather than straight square footage.

SUPERVISOR REPORTS

Fire Board – Supervisor Kolbinger

- Met to pay bills

Central Mississippi River Regional Planning Partnership – Supervisor Kolbinger

- A lot going on. See email in file. Jacob could not be here, so highlights reviewed. Next meeting on the 27th.

- 1) Executive Committee (Derek Vetsch, Tracy Bertram, Tim Dolan, and Barry Heinnberg) has met twice in the last month and has reviewed outstanding governance items including Financial Policy, Communication Strategies, Partnership Engagement / Resolution of Understanding, Complaints Policy, and others.
- 2) The Liason Team has been working on developing a communication strategy in light of recent issues with communications. Marc is working on scheduling a meeting with Administrators to gain feedback to improve communications.
- 3) The Liason Team and PlanningNEXT have been working on developing an FAQ and answers to the questions so information can be relayed to the public in a cohesive fashion. Will be on agenda for 2/27 Regular meeting.
- 4) The Liason Team and PlanningNEXT have been working on the Logo / Assets and Guide for the project.
- 5) Next Regular Meeting is on 2/27
 1. Financial Policy, Partnership Engagement / Resolution of Understanding, Complaints Policy to be presented for Review and Approval (this portion should be fairly quick so there is time for PlanningNEXT)
 2. PlanningNEXT will be in attendance along with their economic development consultant Kevin Hively (Ninigret Partners).
 3. The Executive Committee approved extending the meeting for 30 minutes (so 2 hour total meeting) due to PlanningNEXT being there and needing quite a bit of time to present their information.
- 6) PlanningNEXT will be touring the area (with Liason Staff) following the regular meeting. City Planner Sanders has made himself available to assist with this.

Roads Report – Supervisor Danielson

- Staying in touch with contractor
- Minor brushing occurring over next few weeks – goal prior to 3/15/2020
- Wruck Excavating to handle small stuff, Jim Free to handle any big trees
- Potholes will be showing soon – let him know if you see any and they will be fixed

Town Hall –

- Porch light fixed and works well
- Elections next week – need supplies from basement
- Rest of information waiting for spring

Animal Control

- Clerk – difficult to reach Tri-County Humane Society
- North Metro Animal Care is available option – clerk left message, nothing yet, will bring next month

Other –

- **Motion authorizing No comments for the Monty Tropical Hideout Liquor License by Wilkening. Second by Danielson. Motion carried, all voting in favor.**

- **Motion to approve Resolution 2020-06 Fee Schedule for 2020 by Danielson. Second by Gilbert. Motion carried, all voting in favor.**

TREASURER'S REPORT - TANYA DANIELSON

- Clerk provided detail of Becker Meadow Escrow/costs. Treasurer requested and was granted the following motions:
 - **Motion authorizing**
 - **Transfer 2540.55 to permit fund from Becker Meadows Escrow; and**
 - **1600 to Parks fund from Becker Meadows Escrow; and**
 - **Refund of \$859.45 remaining in the Becker Meadows Escrow to applicant**
 - **By Wilkening. Second by Gilbert. Motion carried, all voting in favor.**
 - **Motion authorizing refund of remaining escrow of \$125.72 for Boulder Crossing and closing that fund out by Danielson. Second by Wilkening. Motion carried, all voting in favor.**
- **Motion to approve treasurer's report by Wilkening. Second by Gilbert. Motion carried, all voting in favor.**
- **Motion to pay warrants 14514-14547, and PO 1209-1215 in the amount of \$66,854.77 by Danielson. Second by Gilbert. Motion carried, all voting in favor.**

BECKER TOWNSHIP 2020 BOARD OF AUDIT

- 2020 Board of Audit met during the Regular Board meeting of the Becker Town Board on 2/24/2020 as required by statute. The Town Board Supervisors reviewed the clerk and treasurer's financial records and compared them.
 - All funds balanced – no discrepancies. Funds consist of:
 - General Fund
 - Road and Bridge Fund
 - Town Hall Fund
 - Fire Fund (Joint with City)
 - Fire Hall Bond (Joint with City)
 - Fines and Fees
 - Escrow Funds
 - Park Acquisitions & Development
 - TPC/JPB Fund
 - Scenic Hills Fund and Scenic Hills 2nd addition fund were paid out and are no longer used
 - Boulder Crossing Fund ordered paid out and no longer to be used earlier this evening
 - Overall receipt totals matched at \$1,280,112.22.
 - Receipts 241061, 241027, 241174 were pulled and original documentation verified.
 - All records match in both records as well as original documentations.
 - Overall disbursement totals matched at \$1,991,324.53.
 - Disbursements 14165, 14288, 14420 were pulled and original documentation verified.
 - All records match in both records as well as original documentation.
 - All claims paid as ordered.
 - Checkbook is balanced for both officers.
 - Transfers between funds have occurred as ordered.
 - Treasurer has collateral statements in order from bank.
 - Clerk to find out how park funds held at Sherburne County may be spent.

- Donations increases for 2021 levy discussed. Mainly youth and adult sports as more people from Township are participating. Attorney opinion, this is allowed as the recreation is through the City of Becker. Donation can be made straight to that portion.
- Levy recommendation for 2021 discussed.
 - Fire Fund has been low as excess funds being used, but needs to increase to match our expenses. Currently spending about \$112,000 per year and levy is for 80,000. Expected to need approximately \$125,000 in 2021.
 - General fund donations increase to 20,000 overall suggested.
 - General fund line item of \$5,000 for Township's 150th anniversary suggested.
 - All other items to remain the same.

CLERK'S ITEMS – LUCINDA MESSMAN

- Reminder - PNP March 3, 2020 7 am – 8 pm voting
- Annual Election March 10th – 10 am – 8 pm voting

Meeting Adjourned 8:21 p.m.



Brian Kolbinger, Chair



Lucinda Messman, Clerk