

Becker Township Board Meeting
Regular Agenda
June 18, 2018

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 103rd 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. 185th Avenue
 - b. 185th Ave North Portion – Alternative
 - c. Staking – Road Supervisor & Engineer
 - i. 107th Street – possible clearing with metal right of way stakes placed
 - ii. 95th Street Cul De Sac – possible partial clearing with added metal right of way stakes
 - iii. 112th 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. 77th 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. 127th Street – signs/dust control
 - ii. 174th Street – pavement damage
 - iii. 172nd 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
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**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: 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

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
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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

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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.

PUBLIC HEARING – Assessment to Taxes for 15787 103rd Street SE

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.

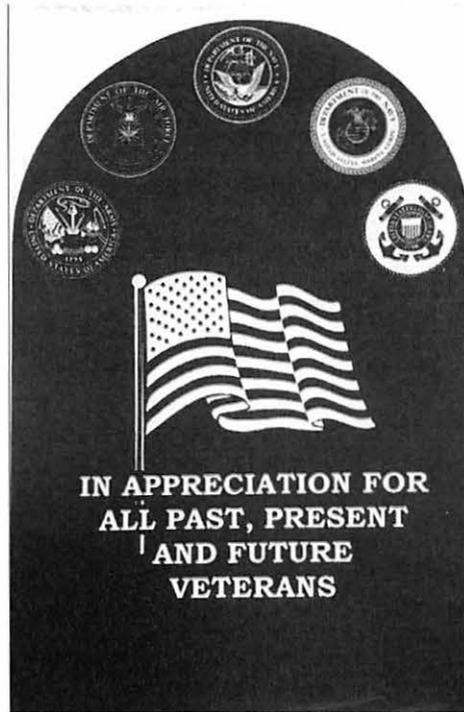
Chair asked for any comments. None.

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

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 103rd 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 185th 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.

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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 – 112th 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.

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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, 112th Street. Rumor is that an easement from Zach Johnson will be granted off 112th Street. Board response: that is not true. There may be an easement off 185th Avenue, but nothing is being granted from 112th Street.
- 112th 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

- 185th 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 4th. Hoping for that week
 - For July 4th, new gravel road should be in.
 - Rain delays on County projects have pushed back our paving date.
- 185th 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 185th 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

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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
 - 77th 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
 - 95th 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
 - 107th Street
 - Dedicated right of way 50' south of section line and 33' to the North
 - 9 button in yard – plow to this

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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
- 112th 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
 - 87th Street Tree fell
 - Tree hanging over 127th 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.

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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.

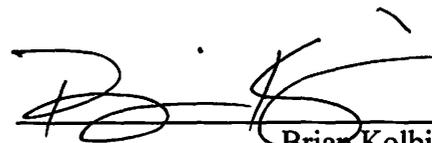
Treasurer's Report

- **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