

Becker Township Board Meeting
Consent Agenda
October 15, 2018

1. Minutes - September Regular 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. Sherburne County Association of Townships Agenda

Reminders/upcoming Dates:

Saturday, October 13, 2018 9 am – roadside public hearing regarding alteration of 112th Street SE

Saturday, October 13, 2018 noon – roadside public hearing regarding alteration of 77th Street SE

Monday, October 15, 2018 7 pm – Becker Town Board Regular meeting @ Town Hall

Wednesday, October 17, 2018 6:30 pm dinner/7:00 pm meeting – Sherburne County Township Association at Sherburne County History Center

Saturday, October 27, 2018 7:30 am – Road Tour

Notes:

Planning Commission Meeting for November was moved to November 13 due to November 12th Veterans Day holiday.

Minnesota Association of Townships Annual Conference is in Duluth November 15-17.

Town Hall is closed for Thanksgiving holiday November 22-23.

SHERBURNE COUNTY ASSOCIATION OF TOWNSHIPS

MEETING AGENDA FOR OCTOBER 17, 2018

Meeting Location: Sherburne County History Center 10775-27th Av. SE, Becker

THANK YOU to: BALDWIN for providing tonight's meal

Dinner 6:30PM - Meeting 7:00PM

1. MEETING CALLED TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVE / DISAPPROVE AGENDA
5. APPROVE / DISAPPROVE MINUTES FROM
6. APPROVE / DISAPPROVE TREASURER'S REPORT
7. UPDATES FROM MIKE MILLER –DISTRICT 7 DIRECTOR – MAT

8. PRESENTIONS:
 - a. Sherburne County Soil & Water
 - b. Dan Weber – Broadband

9. SHERBURNE COUNTY ADMINISTRATION UPDATES
 - a. SHERBURNE COUNTY COMMISSIONERS
 - b. SHERBURNE COUNTY ADMINISTRATOR
 - c. SHERBURNE COUNTY DEPARTMENT ADMINISTRATION:

AUDITOR - ASSESSOR - ATTORNEY - SHERIFF - RECORDER

PLANNING AND ZONING - PUBLIC WORKS

10. OLD BUSINESS

11. NEW BUSINESS: Election – Chair, Vice Chair, Clerk/Treasurer

12. OTHER BUSINESS/Announcements
Next Meeting January 16th, 2019. Becker will be providing meal.

13. ADJOURN

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

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

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 – 25th 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 175th 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 127th 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 – 185th 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.

190th 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.

175th 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 164th 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 164th. 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 164th is under construction.
- For now the Township will prioritize fixing the cul de sac on 164th 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 164th Ave SE, Board should consider cartway use.

185th Street payment certifications – two recommended for payment

- Sherburne County Striping 185th Ave SE
 - **Motion to pay \$3,183.83 to Sherburne County for striping 185th Ave SE by Danielson. Second by Babler. Motion carried, unanimous.**
- Sherburne County Partial Payment #2 for paving 185th Ave SE
 - **Motion to pay \$2,280.00 to Sherburne County for 185th 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, 172nd 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

185th 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.

Becker Township Board
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- Working with Road Supervisor, plan is to start repairs on 190th and 92nd 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 112th Street SE Road Alteration for Saturday, October 13, 2018 at 9:00 a.m.. Meeting location the first driveway on 112th – 17443 112th 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 77th Street SE Road Alteration for Saturday, October 13, 2018 at 12:00 p.m.. Meeting location to be the intersection of 77th Street SE and County Road 127 (also known as 137th Avenue SE). By Danielson. Second by Babler. Motion carried, all voting in favor.

Supervisor Reports, Continued

- **Roads** – Supervisor Gilbert
 - 185th Avenue – working on that
 - Gravel Road inspections have been completed
 - 95th Street – no one here to discuss tree removal, owners have been notified.
 - 107th Street is complete. Green right of way stakes are in due to changes
 - 190th Ave SE – working on it
 - 175th 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: 190th Ave SE to be first (yet this year if possible) – estimating \$40,000 to repair/upgrade. 92nd Street will likely be second at \$40,000 estimate to repair/upgrade. While 112th Street, 77th Street, and 175th Avenue received lower condition scores than 92nd Street, there are legal procedures still being followed for these roads so they cannot be improved at this time. 92nd 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
- 117th 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.
- 67th 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.
 - 175th 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 67th Street Southeast 127 (as recorded in Becker Township Road Book, pages 26-27, and on Document No. 169648)*
 - 163rd 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*
 - 67th Street portion west of CR 11 but east of the 67th 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:
 - 77th Street SE
 - 95th Street SE
 - 107th Street SE
 - 112th Street SE
 - 122nd Street SE

- 117th Street SE
- 190th 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.**
- 120th 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 175th Ave SE. Board consensus to set public hearing for Monday, October 15th 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..

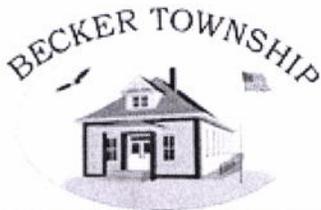
DRAFT

Brian Kolbinger, Chair

Lucinda Messman, Clerk

Becker Township Board Meeting
Regular Agenda
October 15, 2018

1. Call to order and Verification of Quorum
 2. Pledge of Allegiance
 3. Approval of Consent Agenda
 4. Approval of Regular Agenda
 5. Sheriff's report
 6. **Public Hearing – Walt Murfin - regarding Trees in ROW per MN §§160.22**
 7. Residential Concerns/open forum
 - a. Primary Access request – Pat Kielmeyer
 - b. Snake River Estates Trail Discussion – David Roedel, Sherburne County Assistant Public Works Director
 8. Metes and Bounds Split Application
 - a. John & Lynette Golly
 9. TPC/JPB Updates
 - a. Hofman Vegetable Stand
 - b. Ordinance Amendment Request
 - c. Other
 10. Engineer's Report Wes Davis
 - a. 185th Ave SE
 - b. Boulder Crossing – Frank Kasowski
 - c. Other
 11. Supervisors
 - a. Fire board
 - b. Sherburne County Parks, Trails & Active Living
 - c. Highway 25 Corridor
 - d. Road Supervisors Report
 - i. Stop sign by 185th Ave intersection near Glen Johnsons
 - ii. Jim Free as Contractor
 - e. Possible action regarding road alterations of 112th and 77th
 - f. Developers Agreement update
 - g. Town Hall Exterior
 - i. Gutters
 - ii. Landscaping
 - iii. Painting
 - h. Road Snowplowing agreement with City of Becker?
 - i. Resolution for Supervisors to use vendor accounts for road materials
 - j. Policy update for vendor accounts
 12. Treasurer's Reports
 - a. Treasurer's Report
 - b. Payment of Warrants
 13. Other
 - a. Estimate – request for digitally archiving records
 - b. Estimate – upgrade microphones and hearing loop prep
 14. Adjourn
-



PERMIT APPLICATION FOR ACCESS TO TOWNSHIP ROAD

BECKER TOWNSHIP, SHERBURNE COUNTY, MINNESOTA

12165 Hancock Street, PO Box 248, Becker, MN 55308

T: 763.261.5301 F: 763.261.5303 Web: Beckertownship.org Email: clerk@beckertownship.org

For Office Use Only		<input checked="" type="checkbox"/> Driveway Permit	<input type="checkbox"/> Other Permit
Permit Number _____	Township Road	<u>173RD Ave SE</u>	
Inspection fee required \$ 110.00	Paid by: _____	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check # <u>8453</u>	Date: <u>10/12/18</u>
Construction Deposit \$ 500.00	Paid by: _____	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check # <u>8454</u>	Date: <u>10/12/18</u>

Inspection Fee and Construction Deposit Due at time of application

If the work is not completed as outlined, costs incurred by the Township to remove or complete the construction will be deducted from the Construction Deposit.

PLEASE PRINT

Applicant Name: PATRICIA KIELMEYER Phone: 612-710-0417 Fax: 763-878-2247

Address (Street, City, Zip): 1413 119th ST NW, MONTICELLO, MN

Property Owner: PATRICIA KIELMEYER Phone: 612-710-0417

Address (Street, City, Zip): 1413 119th ST NW, MONTICELLO, MN 55362

Proposed Access Location (Street Name) 173 RD AVE SE about 1,000 feet N-E-S-W of

Intersecting Street (Name): 97 TH STREET (COUNTY ROAD 4)

Legal Description: Located in SE 1/4 Quarter of Section 15 Township 34 Range 28 or Located in Plat (name): _____

Parcel Identification Number 05-115-4402

Property Address: XXXX 173RD AVE SE

Access Purpose Residential RESIDENTIAL Commercial _____

Number of present accesses: 0 Date access will be installed: _____

More than one driveway access per property requires Township Board Approval

Attach a sketch of the property, present & proposed accesses in relation to intersecting roads

I (we) the undersigned, herewith make application for permission to construct the access at the above location, said access to be constructed to conform to current Township Engineering Standards. It is further agreed that no work in connection with this application will be started until the application is approved and the permit issued. It is expressly understood that this permit is conditioned upon replacement or restoration of the Township Road to its original condition.

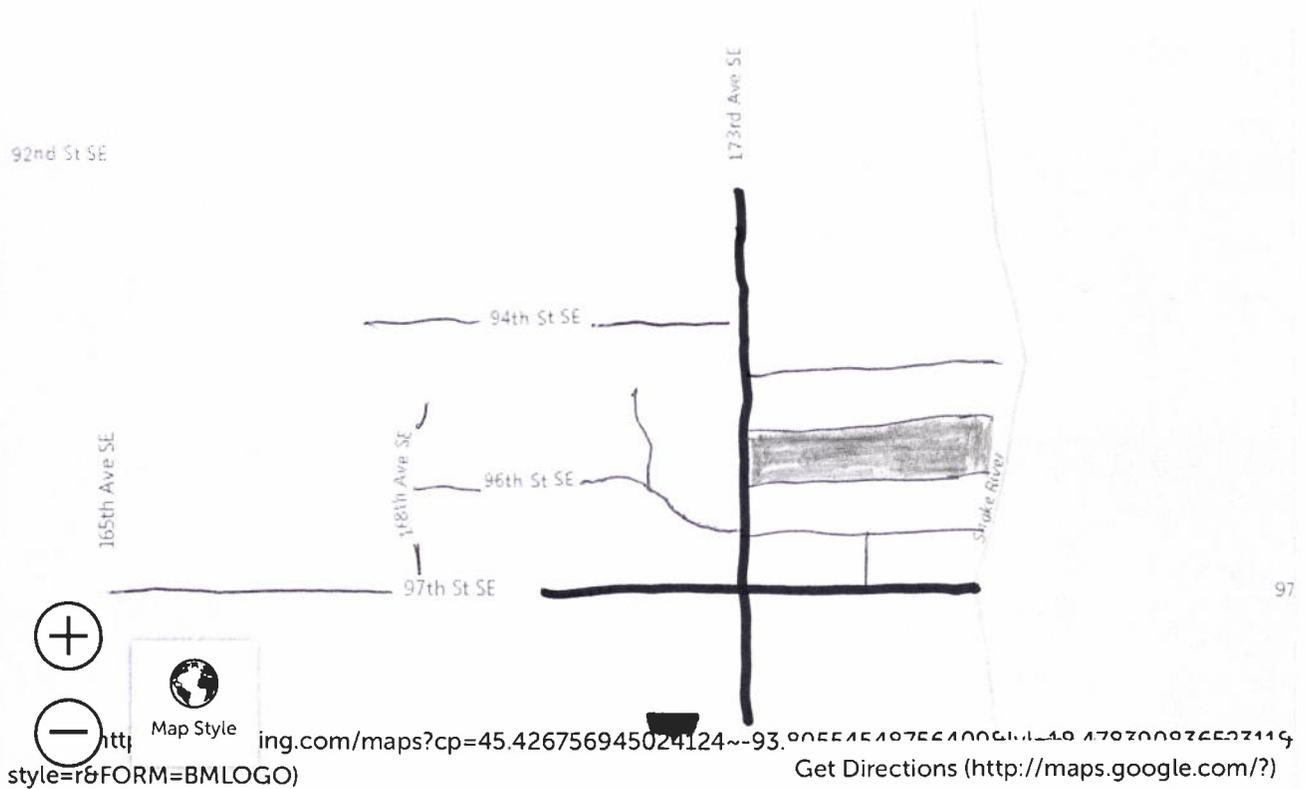
Further, I (we) the undersigned, have received a copy of the current Township Engineering Standards and Minnesota Statute 160.2715 Right of Way Use, Misdemeanors.

Signed: [Signature] Name (print): PATRICIA KIELMEYER

Date: 10/12/18 Address: _____

← Search (/listing/listingsearch#/properties?minPrice=0&maxPrice=0&nBed=0&nBath=0&pt_val=ForSale&age=age_any&sts_sale=1&sts_con=1&addl_stat=addl_stat_any&int_min_sqft=0&int_max_sqft=0&ext_min_sqft=0&ext_max_sqft=0&ext_gar=0&pgeSize=200&pgeNum=1&lat=45.784370480546876&long=-96.47104884375&hght=3.097874219065332&wdth=10.546875&zm=8&srtBy=DateListed&lid=6437501)

[Redacted] 173rd Avenue SE, Becker



\$[Redacted]

**[Redacted] 173rd Avenue SE
Becker, MN 55308**

Est. payment \$2,589/mo

For Sale MLS# **[Redacted]**

Get pre-approved (<https://www.edinarealtymortgage.com/startapp>) **5 beds, 4 baths, 4,316 sq ft** Single Family

Listed by: RE/MAX Results

STAFF MEMO

To: Becker Town Board
From: Clerk, Lucinda Messman
Date: October 12, 2018
RE: Comments Regarding Snake River Trail

Attached please find all comments/information submitted regarding to the Snake River Trail.

Phone conversations are on one sheet, emails from another. I do have originator information, but left out the headings to save some space.

Snake River Estates Phone Calls in relation to letter sent by Township October 2018 looking for information/opinions regarding the Snake River Trail

- Donald Johnson, 18216 118th Street. Wants to keep the trail in back of houses. Said he called a few years ago and no one unblocked trail. He needs the trail and his grandkids/family members use when visiting. Wants to see it remain.
- June Johnson, 185th Ave Big Lake. If home owners are not assessed for the trail, they are in favor of keeping it since their grandkids use it. If they are going to be assessed, they don't wish to keep it.
- Marilyn Arthur, keep trail open.

Emails – note that clerk has removed phone numbers from emails.

Hello!

My name is Kelsie Brandl and I lived in Snake River Estates for a majority of my life. My father, Donald Johnson, sold land so that this development would exist. I used it daily whether to walk our dog or pick wild raspberries. I find it incredibly frustrating that others think they can block it. It is public property. I question why the now owners of homes on a trail didn't realize or accept the fact that people would occasionally be walking past their home. This likely wouldn't even be a daily occurrence.

Overall, paving and completing the trail system would be fantastic :D

Thank you for wanting our input!

Kelsie Brandl

Hi my name is Morgan and I am 12 years old. In my spare time I like to go for bike rides, play outside, and go for runs. Having a trail that goes through more of the neighborhood would be really nice. The path already goes through my backyard and I like it because it is fun to meet up with friends and go for family bike rides. It would also be nice when me and my dad go for runs to be able to go by the busy road for a longer run.

- Morgan Czech

Hi my name is Grant. I am an 11 years old. I want the trail because it is fun to bike around and play. If we get the new trail I will be able to go on longer bike rides. I don't feel people should be able to ruin it because it goes through backyards. It goes through our back yard. It is better because you can get to it easier and you can ride your bike more and it is more fun.

Grant Czech

To whom it may Concern. I'm a resident in the Snake River Estate. Part of the current paved trail is in my back yard. I'm in support of exiting the trails.

Sincerely,
Cullen Czech

To whom it may concern,

It would be greatly appreciated if the trails in snake river estates were completed. If the budget does not allow for the entire project, please complete the pink section at a minimum.

Thank you for your consideration,
Michelle Czech

Sent from my iPhone

I'm writing to show my support of finishing off the trails in the snake river development

I think it would be a great asset and I know we would personally use them a lot

Thanks

Dan Heins

Hi Lucinda,

Thanks again for meeting with me today. Please pass this email along for the board to consider prior to the October meeting.

Also, see the attached document I created last year and revised today. Its purpose was to collect the historical facts surrounding the uncompleted trail in Snake River Estates, and I hope the board members find it helpful in some way. My sources are cited at the end. Note that, at the time, my motivation for creating the document was to determine whether the County has failed to meet a legal obligation to complete the trail. More on that point later.

First, I want to express my current opinion on the trail and a few statements my neighbors have made.

I try to be pragmatic about things like this, and I'll go with a numbered list.

1. In concept, I like the idea of a paved trail running through our development. The current trail isn't easily accessible from my end of the neighborhood, so it does me no good. Walking paths are generally seen favorably by home buyers and this path would increase our development's desirability.

2. Vehicles routinely (and unapologetically) exceed the speed limit in Snake River Estates. As a father of two young children who are learning to ride bicycles, I would feel much safer if we had a path. As an individual who cares about my health, I would appreciate a safe place to walk and run.

3. During my conversation with Lucinda today she mentioned that the Township and County are aware that the existing class-5 trail underlay is not positioned correctly in some areas, and there has been discussion of possibly moving the trail from the rear to the front of lots 5, 6, 7, and 8. It seems like this would require the County to somehow obtain a new easement along the north end of those lots. I'm not hopeful that the homeowners would go along quietly here, but I wish you the best of luck. Part of the reason I don't often use the trail anymore is because the homeowners have dogs in

their yards. It would be great if the trail ran along the road instead, but ultimately I think any trail is better than no trail at all. The dogs will have to be dealt with. Heads up.

4. Several homeowners, particularly those living on 180th Avenue, have made statements like the following in an online community forum: "I didn't buy a house in a cul-de-sac to have nosy people roaming through my yard," and "The people might be nice but that doesn't mean it's ok to have people parading in front of my house all the time." I'll stop short of identifying these individuals, but they both live on 180th Avenue.

a) I generally prefer not to make value judgments about whether a person should or shouldn't hold a particular viewpoint. We're all entitled to our opinions. However, in this case I'm willing to speak up because I feel the premises for these statements are invalid.

i. Regarding the first comment, the proposed path sits on a drainage/utility easement, and not on property that the occupants have any business referring to as "theirs." Year after year the Township has a history of eagerly pointing out the right-of-way concept when residents complain about the snow plow ruining their lawns, so I trust the board will assert this point just as vigorously when (not if) this argument is raised at the October meeting. The residents of Snake River Estates do not control the land occupied by easements.

ii. Regarding the second comment, many of the homes along 180th Avenue are visually protected by thick trees due to their ample setback. You really can't see these homes from the trail, and vice versa. This is classic NIMBY mentality which I find irrelevant to the topic we are discussing and counter to the spirit of community.

5. Before any decisions are made I think the following two questions need answers:

a) There is a paved portion of trail in Snake River Estates that starts on 180th Avenue and ends at the eastern rear corner of lot 9. This is the green line on the map mailed to residents last week. Why does this trail exist? The development agreements for additions 1, 2, and 3 do state "There will be bike trails throughout the Snake River Estates subdivision, a portion of that trail will be the Regional County Trail." But the green line is not included in the legal description of the trail easement. I would like to hear the County's thoughts on the existing paved section of trail, and the unfinished portion extending down 180th Avenue to the river (the blue line on the map).

b) Can a drainage or utility easement be used for a bike path in the first place? Some residents are making the assumption that where the map says "drainage & utility easement -- no trail easement" that is somehow equivalent to saying "no trail can ever be constructed here." Yet the paved portion of the trail already exists on top of a utility easement. At first glance this implies that either those residents' assumptions are incorrect, or the existing paved trail shouldn't be there. I would appreciate if you can clarify this point.

6. The very idea that the Township has the ability to influence the County's decision about the trail may be dubious in a legal sense. There is a strong argument that the county entered into a contract (i.e. the development agreement) and has failed to meet their obligation to complete the trail within a reasonable period of time. Any member of the public could make a legal demand of the county to uphold their end of the agreement, regardless of what the Township recommends to the County in the coming months. I urge you to consider this point thoroughly.

Thanks very much,

Eric Carlson

Attachment from Eric Carlson: will be added at end of email comments

Lucinda,

In regards to the letter which was sent out to the residents of the Snake River Estates.

If there is money set aside to finish the entire project, I support the expansion. I support paving the non-graveled section (pink), additional extension to the river (Blue) and the current paved section. (Green)

A couple questions:

- 1) Who would provide up-keep services?
- 2) What percentage of the residents would have to approve of this for it to take place?
- 3) Since this money was set aside for this area, could it be used otherwise in this Estates for us if not approved?

I live in lot 10, Mark and Jennie Fritel and we fully support these walking trails. We hope to send a representative to this meeting however our work and kids activity schedules may not allow. Please consider us a strong "YES" vote.

Please confirm receipt of this e-mail.

Thanks,

Mark Fritel

This is a note to state I Am in favor of a trail for the Snake River Estates. It would be so much safer for people to walk on trail instead of road.

Thanks!

Deb Johnson

Greetings!

This is a note to state that I am in favor of the trail for the Snake River development. It would be so much safer. As too many people walk on the road.

Thanks!

Debra Johnson

Clerk's note: I think both of these (above) may be from the same person as the email addresses match.

Lucinda,

These trail easements border my property on 2 of the 4 edges. Lot 1 Block 3

I'd love to know exactly where these easements are located. They were not detailed out when we purchased the property, and it is a little unclear whether they are inside or outside of the staked out property lines.

Regardless, with the traffic volume on 118th Street being so low, I don't see a huge benefit to the proposed pink trail. Given the rural location of our development, I don't see it as a great use of tax dollars. It would be nice if the green trail terminated at 118th street instead of just stopping in the woods, but I do not have any interest in additional trails which run along existing county roads.

Additionally, I would worry that these trails would impact my property value when I would go to sell. Since our lot already has the "Snake River Estate's" entrance sign located on it.

I just wanted to share my opinion on the matter, I have no interest in developing additional trails within our development.

Thanks,

Mike Holm

Good Morning—

Just emailing in response to the Snake River Estates walking trails.

I think completion of not only the existing walking trails, but the two additional sections would be a great addition to the Snake River development and would be used frequently by the majority if not all of the residents living there, including myself and family.

This has often come up as one of the things we had hoped would be completed sooner than later as we like to take the trail walking our dogs and then it just abruptly stops and you're forced to turn around and go back where you just came from.

Most people that live in the development have children and/or animals or both and would defiantly be a great addition all around rather than having to use the roads as drivers aren't always the most observant and I would hate for something to happen to either an animal or child that could have been easily avoided by having these walking paths completed, as that's what they are intended for.

Thanks!

Kristen Gagnon

To Whom It May Concern;

As property owners in the Snake River Estates development, my husband and I **object** to the construction of the walking trail on the 180th Ave SE cul-de-sac. We appreciate the quietness of the cul-de-sac. We do not want extra foot traffic it would generate going by our house, the loss of privacy in our yard, and the possible noise disturbances.

As for the remainder of the trail, we are indifferent.

We feel that the construction of the trail along 180th Ave SE cul-de-sac is not in the best interest of the property owners along 180th Ave SE and kindly urge it to not be completed.

Nick Peterson

Holly Skroch-Peterson

I apologize for all of the emails. One other concern — my husband and I landscaped our back yard based on an 8ft path easement. The letter sent shows 12ft. We're not interested moving sprinkler lines and rocks / grass to accommodate a new easement if that's the case.

Not to mention, our drain-field is in our backyard and was approved by the township and in place.

Was this easement changes since we had our lot surveyed and pulled all permits to build?

Meghan M Starry

On Oct 8, 2018, at 7:51 PM, Meghan Starry wrote:

Thank you for your response!

I just hope the input of those actually living on that path is taken into consideration. If I knew the path was going to be utilized as it's intended I wouldn't have an issue. I just don't see that happening and would rather not deal with it. Obviously those not living on the path or directly impacted by it will be for it..

Thank you again!

Meghan M Starry

Sent from my iPhone

On Oct 8, 2018, at 7:46 AM, <Lucinda@beckertownship.org> <Lucinda@beckertownship.org> wrote:

Meghan

Thank you for your comments, they will be put together for all board members (and Sherburne County) to review that night.

Lucinda Messman

Clerk, Becker Township

www.Beckertownship.org

T: 763-261-5301

F: 763-261-5303

To: Lucinda@beckertownship.org

Subject: Fwd: Snake River Estates Trails

I apologize. My email sent before I was done.

Unfortunately I'm not able to attend the meeting, I wish my schedule would allow this.

Basically what it comes down to- we're not interested in paying for reconstruction of the path for those who did not follow the easement. We are not interested in property taxes going up because of the paths.

I have no issue with the path to the west of my home because that is the one I see being used properly and it connects to the path that is already paved.

Please contact me if there are questions in regards to my email.

Thank you

Meghan M Starry

Sent from my iPhone

Begin forwarded message:

From: Meghan Starry

Date: October 7, 2018 at 10:13:04 AM CDT

To: Lucinda@beckertownship.org

Subject: Snake River Estates Trails

Hello, my husband and I are responding to the letter mailed October, 3rd. We have a few questions and concerns.

Our home is lot 8 (18123 118th st)

The walking path runs two sides of our property. West side and south side, south being behind our house.

My husband and I are all for the completion of west path. However, what's this going to cost us and how will it effect our property taxes?

My husband and I are not for the path behind our home. This path was not a concern or issue up until last year. The path is currently used for 4 wheelers / snowmobiles. I've noticed most are not from our neighborhood. Having this area behind these homes (most peoples yards are up to the path) is allowing for snowmobiles and wheelers to fly down this trail. I have young children. If this is going to be paved or kept behind my home there needs go be some ground rules / expectations. It's a walking path. In order for it to be utilized safely for bikes/ walking - we can't be having these ATV's flying through here. I'm just not sure how that will ever happen. In addition to this, I am 100% not interested in paying for the reconstruction of this path. My husband and I followed the easement. We did not move or alter either

path on our property and have done our best to begin our yard and landscaping without getting to close to the easement.

-118th lot 7: removed the path, installed irrigation and seeded lawn.

-118th lots 1-4 the builder removed the path completely! These homes have landscaped / seeded their yards, run irrigation where the path was.

Meghan M Starry

Hello Becker Township,

I live in the Snake River Estates and received a letter regarding the unfinished walking trail. My family uses the paved trail almost daily. It runs through our front yard. One reason we chose to move here was for the bike trail and hearing that it might be completed in the near future.

We are in favor of completing what has been granted to the county as well as the additional section that was originally planned for – the extension to the river.

This neighborhood is full of young, active families with young children and it is my desire to keep these kids safe by allowing them a walking/biking trail that was originally planned for with funds set aside for it's completion. This neighborhood, like many others, has traffic travels through it at high speeds with no care for the children riding their bikes on the road.

Thank you,

Janette Rust

This is a fact-finding document pertaining to the half-completed walking trail in Snake River Estates (SRE). The legal description of the trail easement was drafted by the Sherburne County Attorney's office.¹

Sherburne County Zoning Ordinances discuss the residential planned unit development process by which the Development Agreement is created, approved by the county board, reviewed and approved by the county attorney, and recorded at the county recorder's office.²

- Questions:

1. If the Development Agreement does not specify a deadline or other triggering event for completion of the trail, did anyone in the attorney's office voice a concern about that omission at the time of their review?

The Development Agreement, Snake River Estates, First Addition was approved and archived at the Sherburne County Recorder's office. Item F on page 2 states the developer will lay class 5 on the trail and the county will be responsible for overlay. Item G states the developer will grade the pedestrian trail with the exception of wetland areas. The document also contains a default and remedy section, describing what the county may do if the developer fails to perform or observe any covenant, condition, or obligation. The document is signed by Sherburne County Zoning and Rodney Dragsten.³

- Questions:

1. Does this document specify an overall timeline, triggering event, or due date by which both parties (developer and county) must complete their obligations stated in the agreement?
2. Was this agreement amended when Riverwood Bank took ownership from Rod Dragsten?
3. Did Rod Dragsten or Riverwood Bank fail to complete any obligation in such a way that would enable the county to exercise its options stated in the agreement's default and remedy section?

The Development Agreement, Snake River Estates, Second Addition is archived at the County Recorder's Office.⁴ The Development Agreement, Snake River Estates, Third Addition is archived at the County Recorder's Office.⁵

- Questions:

1. Do the agreements for the 2nd and 3rd additions mention a trail easement? How does the language differ from that in the 1st addition agreement?

- i. Currently the trail exists only within the 1st addition. Presumably any mention of a trail in the 2nd or 3rd addition agreements would pertain specifically to those agreements.
2. Do trail easements exist within the 2nd and 3rd addition plats?

Rod Dragsten passed away October 6, 2014.

Nancy Riddle, Sherburne County Planning & Zoning Administrator, stated she will research and speak with the county attorney's office and update me. Nancy made several notable statements, based on her recollection:⁶

- a) The original plan was for a larger, interconnected trail network into which the SRE trail would be integrated.
- b) Current SRE residents' opinions on the easement and the completion of the trail's unfinished section might matter to the county. For example, if nobody wants the trail it wouldn't be in the county's best interest to "force it down their throats."
 - a. Note: My understanding as of this conversation was that a considerable number of residents are in favor of completing the trail. I was aware of only one opposing resident at that time. A survey of SRE residents would identify the proportions for and against the trail, and to my knowledge such a survey has not occurred.
- c) Nancy was not aware of a specific county ordinance that would define whether someone failed to meet an obligation, in the absence of a deadline in the agreement.

My guess is there are ordinances at some level of governance in Minnesota which require a County to act on their obligations.⁷

- Questions:
 1. Are there any legal facts showing that the County has no obligation complete the trail?
 2. Nearly half the trail is complete at this time. Does the County know when that section of the trail was completed? Did the County complete that section or did the developer (see the County's letter to Becker Township in 2013 referenced below)? Does the County know why the remaining portion was left unfinished? If it is required to do so, why has the County not completed the remaining portion?

The Becker Township Board has discussed Snake River Estates several times within contexts that may be relevant to the trail. The following information is taken from meeting minutes on various dates, but is not an exhaustive list:

- a) (2005) Snake River Estates – Rod Dragsten, Developer, informed the board he is working with Craig Johnson on a connecting trail between two plats, putting in street lights, and one cul-de-sac is 1600 feet rather than the standard 1400. The board approved because of the trail and also stated the township will not maintain trail.⁸
- b) (2005) Snake River Estates – Rod Dragsten requested Preliminary Plat approval for Snake River Estates, 59 lots, 219 acres, Sec. 35 & 36 – Twp. 34 – Rg. 28.⁸
- c) (2005) Snake River Estates final construction plans have been reviewed and recommend approval with minor changes.⁸
- d) (2005) Snake River Estates – Rod Dragsten presented Final Plat Review. H. Johnson moved second L. Olson to approve with the following comments to county zoning:⁸
 - a. Fencing be installed on private property of Lumley and Angell, not on property line.
 - b. Township engineer recommends final plat approval for roads and drainage. For the purpose of future development the location of the stubbed road to the north will provide stormwater treatment before it reaches wetland area.
 - c. Becker Township will not be responsible for construction and maintenance of county trail system, which includes the trail in Snake River Estates.
 - d. Motion carried all voting for.
- e) (2006) Snake River Estates – Jon Sevald – Sherburne County Zoning, and Tim Edgeton – County Parks, offered an alternative plan for the trail. The bridge proposal is cost prohibitive as a 200 ft. span is needed and estimated cost is \$75,000. It would be a 10 ft. bituminous trail to go over the 12 ft. utility easement, on road right of way along 185th Ave. The county would maintain the trail. M. Limpert moved second K. Johnson for favorable recommendation for the county easement over township easement for trail purposes in Snake River Estates Plat. Motion carried all voting for.⁹
- f) (2006) Snake River Estates – Class 5 is in place. The trail construction is proceeding this week.⁹
- g) (2009) Development Report – Eyk presented a report on all developments and their status. Five developments still need the final lift of bituminous and there is not enough funds left in their accounts to cover costs. The jobs may not get done if the Developer’s Agreement is upheld. Discussion on legal options. Can warranty funds be used to complete roads? Will banks pursue funds in escrow as an asset if there is a foreclosure involved? Attorney Schieffer stated in 2007 the board reviewed the Developer’s Agreement and decided not to release the warranty funds at that time. Since then economic times have changed and no one knows if the rules will be changed in bankruptcy courts, and we may be better off getting the cash in the form of pavement and getting the road completed. The developer would have to agree and the Developer’s Agreement changed. Performance Bonds and Letters of Credit are subject to lawsuits. Hammer is concerned about setting precedence for future development, and the effect it will have on those who have lived up

the agreement. Discussion on developers petitioning the board to be in default. Atty. Schieffer will look at that possibility and also review the process for using the escrow funds to pave the roads. If using the escrow funds is possible the bidding could be done at the same time as current projects for better pricing. Limpert moved, second K. Johnson to hold hearings for petitions. Carried all voting for. Atty. Schieffer will notify developers giving list of defects and work needed to finish project. After set time for finish work a Public Hearing will be held with developers, the board can find them in default, and work can be finished with escrow funds. Discussed with Craig Johnson his funds tied up and what is needed to finish his projects. Discussion on warranty funds and number of years covering the warranty, and whether the formula (37.5% of construction cost) should be lowered. The industry standard for warranty is one year, other governmental units vary, and Becker Township's is five years.¹⁰

- a. Uncertain whether SRE or the trail were included in the attorney's correspondence to the developers.
- h) (2010) Kevan Sorenson, President of Riverwood Bank-Big Lake, reported the bank is now owner of Snake River Estates, Aspen Ridge, and Eagle Lake Estates developments. He is requesting all funds eligible for disbursement be made to the bank. The Developer's Agreements will have to be amended and verified to show new owners and new forms for disbursement of interest will be needed. Eyk will report on warranty date expirations. Mr. Sorenson has contracted with Schendzielos & Son to snowplow the roads not yet accepted by the township.¹¹
 - i) (2010) Dragsten Development Corporation – Dale Vogl, representing Riverwood Bank, requested information on the 5-yr. warranties for Aspen Ridge and Eagle Lake Estates. The warranties expire in December 2010 and they had requested release of funds. Since there are five other banks involved in the financing they withdrew the request until they decide which bank would take responsibility under the developer agreements. Atty. Schieffer drafted Agreements of Assignment of Developer Agreement Deposits for Aspen Ridge, Eagle Lake Estates, and Snake River Estates. When they decide which bank will sign, the agreements can be finalized and brought to the Town Board for approval. Discussion on road maintenance and whether to withhold monies from the warranty amount to maintain until developments are 50% built out. If agreements are approved the banks would be responsible.¹²
 - j) (2011) Attorney Schieffer reviewed changes requested by Riverwood Bank for the Developer's Agreements for the developments they now own. He stated he could not recommend their revision as it would put the township in the position of completing the projects when the obligations and responsibilities are clearly outlined as the Developer's or their successors in interest.¹³
 - a. Uncertain whether SRE and the trail were among these incomplete projects.

- k) (2013) County sent a letter that they are in charge of the trail in Snake River – 2400 feet is paved, 3600 feet unpaved. The county is in charge of finishing, but has no plans at this time. Letter filed under developments: Snake River Estates.¹⁴
- a. Letter dated September 16, 2013, obtained from Becker Township on 6/30/17. Jon Sevald sent it on behalf of the County. Notable contents:
- i. Since Riverwood Bank requested the release of the 5-year warrantee security fund deposit for public improvements, the “Township Engineer has requested a formal response regarding trail improvements.” (Note: This seems to imply that the Township is asking, before paying the bank, whether any of those funds will be required for future completion of the trail.)
 - ii. “The County has no interest in the Township’s security fund with Riverwood Bank for Snake River Estates.”
 - iii. Developer’s Agreement is referenced, restating items f. and g. Item f. states that “the developer shall lay class 5 on the regional trail route and the County will be responsible for overlay.”
 - iv. The trail easement was prompted by the planned trail corridors identified in the Sherburne County Parks, Trails, and Open Space Policy Plan (2005).
 - v. “It is the County’s understanding that the developer graded and installed class 5 gravel over most of the trail, and paved 2,420’. At this time, the County has no plans for improvements to this trail, including paving remaining portions of the trail. Once trail easement connections have been made, the County will consider improvements as budgets allow.” (Note: Need to determine why Dragsten paved it instead of the County. Were there discussions about this with the County? The agreement states the County is responsible for overlay, not the developer. Did the County reimburse the developer for this expense?” Update 2018: It seems the paved portion is not part of the current County regional trail system plan [discussion with Township Clerk, 10/10/18]. Uncertain if that was always the case. Per Township letter/map to SRE residents October 3, 2018, it sits on a utility easement.)
 - vi. “This trail is intended to be a regional trail connecting destinations. The County will pursue trail connections as opportunities present themselves. As land along the Snake River corridor is proposed to be developed, the County requests that the Township notify us so that the County Park Commission can review and recommend a trail easement if warranted by the County Parks & Trails plan.” (Note: This does not sit well with me. The County is essentially saying they’re entitled to the dedication of trail easements along the Snake River, yet the assertions above in this same letter

imply the County does not plan to make these trails usable. This idea is counterintuitive. The County should not be able to enter into an agreement which obliges the County to improve the trail, and then simply state that they “have no plans for improvements to this trail, including paving remaining portions of the trail.” Either the development agreement is a contract or it isn’t. What’s being asserted in this letter does not align with the way I understand contracts to operate. It would be great if the County or Township attorney could provide legal background on whether development agreements are considered two-way “contracts” in Minnesota.)

- l) (2015) Supervisor Reports – Trail easement document distributed to the board. The easement was granted to Sherburne County and the trail is public.¹⁵
 - a. Uncertain whether this includes the SRE trail.
- m) (2015) Supervisor Reports – Sherburne County Active Living (Danielson) – They were unaware that they had any trails by the Snake River. Now they are working it into the future plan/vision.¹⁵
- n) (2016) Supervisor Reports – Active Living – Supervisor Danielson – Unable to attend, but there is a trail proposal out there and he will be meeting with Jamie Cassidy to find out what occurred at the meeting.¹⁶
 - a. Uncertain whether this includes the SRE trail.
- o) (2017) Sherburne County may request that the Township release Parks money from its Parks Fund to pave the Snake River Trail. This trail is a County Easement, not Township. We have letters on file stating such and that the County would handle paving. Many residents don’t want the trail on their land and have asked to have the easements vacated. Others want the trail to remain.¹⁷
 - a. Notes: Is a member of the Township board or someone at the County making this statement? Obtain a copy of correspondence if it exists. Who is making the assertion that “many” don’t want it and “others” do? There has been no opinion survey of SRE residents to provide factual basis for such a statement.

The Sherburne County Board of Commissioners have also discussed Snake River Estates and the trail on multiple occasions, though fewer than Becker Township. Here are some notable instances:

- a) (2005) Leonard/Riebel unanimous to approve the Preliminary Standard Plat of Snake River Estates with the following conditions (among others):¹⁸
 - a. Developer to dedicate an easement for a pedestrian trail to the County as identified on the Preliminary Plat. The easement document shall be recorded with the Final Plat and shall be stated in the covenants.
 - b. Developer to grade the pedestrian trail along the public right-of-way with the exception of the wetland areas.

- c. Developer to pay Park Dedication fees in the amount of \$600.00 per lot for 58 lots (\$34,800).
 - d. Developer must enter into a Developer's Agreement with the County Attorney's Office.
- b) (2005) Discussion regarding the request for Preliminary Residential Standard Plat approval of Scenic Hills. Commissioner Nagorski stated that he felt the walking bridge constructed over the Snake River should be paid for by the developers of the plats on both sides of the Snake River as it will be the people in the developments that will benefit from it. This was not discussed at the Planning Commission. Commissioner Riebel stated that the Park Commission agreed that park dedication fees would be used for construction of the walking bridge. Commissioner Engstrom stated that the Park Commission is a recommending body only, the County Board makes the final decision. Nagorski/Riebel unanimous to approve the Preliminary Residential Standard Plat of Scenic Hills with the following conditions (among others)(it looks like the trail easement may not have been required in the final agreement):¹⁹
- a. Developer to dedicate an easement for a pedestrian trail to the County as identified on the Preliminary Plat. The easement document shall be recorded with the Final Plat and shall be stated in the covenants.
 - b. Developer to grade the pedestrian trail along the public right-of-way with the exception of the wetland areas.
 - c. Pay Park fees are collected in the amount of \$600 per lot for 45 lots (\$27,000).
 - d. Developer shall enter into a Developer's Agreement with the County Attorney's Office.
 - e. Developers to construct a walking bridge over the Snake River at their expense.
- c) (2005) Discussion regarding request for amended Preliminary Residential Standard Plat approval and Final Residential Standard Plat approval of Snake River Estates. Discussion was held regarding the proposed walking bridge to be constructed over the Snake River. Leonard/Engstrom unanimous to approve the amended Preliminary Residential Standard Plat and Final Residential Standard Plat of Snake River Estates with the following conditions (among others):²⁰
- a. Developer shall dedicate an easement for a pedestrian trail to the County as identified on the Preliminary Plat revised October 24, 2005. The easement document shall be recorded with the Final Plat and shall be stated in the covenants.
 - b. Developer to grade the pedestrian trail with the exception of wetland areas.
 - c. Developer to pay half the cost of constructing a pedestrian bridge over the Snake River. The cost shall be stipulated in the Developer's Agreement.
 - d. Developer to pay Park Dedication fees in the amount of \$600 per lot for 34 lots (\$24, 400).
 - e. Developer must enter into a Developer's Agreement with the County Attorney's Office.

d) (2006) Nancy Riddle, Zoning Administrator, was present to discuss the Snake River Estates Plat. The Board approved the Final Plat on December 13, 2005. The developer is asking to have the Condition requiring the Developer to pay half the cost of constructing a pedestrian bridge over the Snake River removed. Commissioner Riebel reported that Becker Township does not want a bridge constructed. The developer is agreeable to providing an easement for the blue trail, as indicated on the map handed out and on file in the Zoning Office. The developer stated that he has done the engineering for the trail and will put in class 5, but it will be the County's responsibility to overlay the trail. Leonard/Riebel unanimous to approve Snake River Estates removing Condition h - "Developer to pay half the cost of constructing a pedestrian bridge over the Snake River. The cost shall be stipulated in the Developer's Agreement" from the Conditions approved on December 13, 2005 and approving easement for blue trail (as indicated on the map on file in the Zoning Office), with the developer laying class 5 on the regional trail route and the County being responsible for overlay.²¹

Academic

Found an interesting overview of development agreements. -

<https://www.planetizen.com/node/73227/rise-development-agreement>

(Michigan) Conditions in development agreement not enforceable as contractual promises. Second-to-last paragraph. - <https://blogs.extension.iastate.edu/planningBLUZ/2012/01/09/conditions-in-development-agreement-not-enforceable-as-contractual-promises/>

Had a phone conversation with attorney Sam Murdoff. He suggested I discuss with neighbors, but also noted that the trail easement existed before the neighbors did, so everyone's opinions don't matter much in a legal sense regarding whether the County has failed to meet an obligation. The trail already exists, it's just eleven years old and unpaved.

Also took advantage of free legal advice program offered at Sherburne County Law Library. Spoke with an attorney familiar with these issues (cannot remember his name). His opinion was that the developer's agreement probably is a contract in the legal sense. We noted that in the developer's agreement there is no timeline specified within which the County must complete the trail, nor is any triggering event discussed which might define the point at which the County has failed to meet their obligation. In such a case, common law and the legal concept of a "reasonable period of time" would be a guide. My opinion is that a reasonable person would think twelve years is more than enough time to pave a bike path. If we wanted to pursue this the SRE residents could make a demand of the County, asserting that a reasonable amount

of time has passed. There is an enforcement provision in the zoning ordinances. Probably section 17 (probably not section 10), subdivision 3, performance standards, and section 16 conditional uses. There may also be a greenway issue here too.

¹ Telephone conversation with Michelle Ashe on 6/28/2017.

² Sherburne County Zoning Ordinances, Section 10.1.

http://www.co.sherburne.mn.us/scip_web_files/zoning_upload/subdivision/ordinance/247594924bfac504.pdf

³ Development Agreement, SRE 1st Addition – Document No. 618030 (abstract)/38336 (Torrens). Possibly mistyped as 618303.

⁴ Development Agreement, SRE 2nd Addition – Document No. 38796

⁵ Development Agreement, SRE 3rd Addition – Document No. 42309

⁶ Telephone conversation with Nancy Riddle on 6/28/2017.

⁷ MN ordinance research needed.

⁸ Becker Township Board Meeting, annual combined minutes for 2005.

http://beckertownship.org/uploads/3/5/1/9/35198150/2005_town_of_becker_minutes.pdf

⁹ Becker Township Board Meeting, annual combined minutes for 2006.

http://beckertownship.org/uploads/3/2/5/2/3252778/btb_2006_minutes_agendas.pdf

¹⁰ Becker Township Board Meeting, annual combined minutes for 2009.

http://beckertownship.org/uploads/3/5/1/9/35198150/btb_minutes_2009.pdf

¹¹ Becker Township Board Meeting, annual combined minutes for 2010.

http://beckertownship.org/uploads/3/2/5/2/3252778/btb_minutes_2010.pdf

¹² Becker Township Board Meeting, 12/20/2010.

http://beckertownship.org/uploads/3/2/5/2/3252778/btb_december_2010_mintes_and_agenda.pdf

¹³ Becker Township Board Meeting, annual combined minutes for 2011.

http://beckertownship.org/uploads/3/5/1/9/35198150/2011_minutes_and_agenda.pdf

¹⁴ Becker Township Board Meeting, 9/16/2013.

http://beckertownship.org/uploads/3/2/5/2/3252778/btb_minutes_september_2013.pdf

¹⁵ Becker Township Board Meeting, annual combined minutes for 2015.

http://beckertownship.org/uploads/3/5/1/9/35198150/2015_minutes.pdf

¹⁶ Becker Township Board Meeting, 4/18/2016.

http://beckertownship.org/uploads/3/5/1/9/35198150/btb_minutes_april_2016.pdf

¹⁷ Becker Township Board Meeting, 2/27/2017.

http://beckertownship.org/uploads/3/5/1/9/35198150/btb_minutes_february_2017.pdf

¹⁸ Sherburne County Board of Commissioners Regular Meeting, 9/20/2005.

https://www.co.sherburne.mn.us/scip_web_files/admin_upload/minutes/2005/092005.pdf

¹⁹ Sherburne County Board of Commissioners Regular Meeting, 11/1/2005.

https://www.co.sherburne.mn.us/scip_web_files/admin_upload/minutes/2005/110105.pdf

²⁰ Sherburne County Board of Commissioners Regular Meeting, 12/13/2005.

https://www.co.sherburne.mn.us/scip_web_files/admin_upload/minutes/2005/121305.pdf

²¹ Sherburne County Board of Commissioners Regular Meeting, 3/21/2006.

https://www.co.sherburne.mn.us/scip_web_files/admin_upload/minutes/2006/032106.pdf

MEMO

Meeting Date(s): October 15, 2018 Town Board

Report prepared by Ben Wikstrom, Planning Consultant

Golly Lot Line Adjustment

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.

This subject was discussed with the Gollys and their attorney at a previous meeting, their intent being to adjust the lot line in order to sell off a 20-acre parcel (the minimum required by ordinance and statute to perform a metes and bound” subdivision) and maintain the option of farming the remainder of the property.

The attached survey shows a lot line configured to meet the area and dimensional requirements for such a subdivision (20 acres and 500 feet in width). While the western parcel is considered “land-locked,” that status is unchanged, as the previous acreage that made up the lot did not have legal access. Therefore, while creation of a non-conforming lot is not allowed by ordinance, this is not a new or expanded non-conformity, so the adjustment is allowed. The previous location of the shared property line was between the +/- 80 acres labeled “W ½ SW 1/4” and the 40 acres labeled “SE ¼ SW ¼” while the new line can be seen splitting the easternmost 40 acres, labeled “SW ¼ SE ¼.” The new parcels, encompassing 135.74 acres labeled as Tract A and 20 acres labeled as Tract B, can be seen on the survey, with the existing house and accessory structures also evident. The portion of the new lot line closest to the house is considered, by definition, a side lot line, and the principal structure meets the 10-foot setback required by ordinance in the General Rural zoning district.

Two questions were raised by the Township Attorney and discussed among staff – the attorney, planner, and engineer. One was related to well setbacks; the engineer found that there is no setback from the property line required by township or county ordinance, though the FHA *suggests* a 10-foot setback. Though the setback is not dimensioned, it appears to be more than 10’ from the proposed property line. If the board desires, the surveyor could show a dimension on the survey prior to recording, although staff doesn’t believe a setback is *required*. Further, the state does require a 3-foot setback from any structure, which is likely met with the current placement; even so, the setback from a structure for a well already in place is not germane to this application. The other question was in relation to the existing easements, which will remain in place. These are noted in the resolution as existing encumbrances to be maintained.

The metes and bounds subdivision appears to meet all of the necessary criteria, and staff recommends approval of the application.

Becker Town Board

RESOLUTION 2018-18

A RESOLUTION PROVIDING FOR A METES AND BOUNDS SUBDIVISION TO SHIFT A SHARED PROPERTY LINE BETWEEN TWO PARCELS

WHEREAS, John D. and Lynette A. Golly, owners of the properties located at 16302 77th Street Southeast and identified by parcel identification number 05-104-3200 (address unassigned), have made application for a metes and bounds subdivision to reconfigure the aforementioned properties; and

WHEREAS, the original parcels of record are described as:

Southeast $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ and Southwest $\frac{1}{4}$ of the Southeast $\frac{1}{4}$, Section 4, Township 34 North, Range 28 West, Sherburne County, Minnesota;

and

West $\frac{1}{2}$ of the Southwest $\frac{1}{4}$, Section 4, Township 34 North, Range 28 West, Sherburne County, Minnesota; and

WHEREAS, the Gollys have submitted a certificate of survey signed by a registered land surveyor; and

WHEREAS, existing easements identified by document numbers 848619 and 848620 will remain intact; and

WHEREAS, the Becker Town Board reviewed the application and survey at their October 15, 2018 meeting and determined that the proposed metes and bounds subdivision conforms to the Becker Joint Planning Board zoning ordinance and Becker Joint Planning Board subdivision regulations.

NOW THEREFORE BE IT RESOLVED by the Becker Town Board that the properties legally described above are hereby subdivided into two parcels with an easement, legally described as follows:

TRACT "A"

The West Half (W 1/2) of the Southwest Quarter (SW 1/4), the Southeast Quarter (SE 1/4) of the Southwest Quarter (SW 1/4), and that part of the Southwest Quarter (SW 1/4) of the Southeast Quarter (SE 1/4) of Section 4, Township 34, Range 28, Sherburne County, Minnesota, lying Westerly of the following described line: Commencing at the Southeast corner of said SW 1/4 of the SE 1/4; thence on an assumed bearing of S 89°44'01" W along the South line of said SW 1/4 of the SE 1/4, a distance of 500.00 feet to the point of beginning of the line herein described; thence on a bearing of N 00°15'59" W, 760.31 feet; thence on a bearing of S 89°44'01" W, 392.13 feet; thence on a bearing of N 21°18'59" W, 557.45 feet to the North line of said SW 1/4 of the SE 1/4 and said line there terminating.

Subject to easements of record.

TRACT "B"

That part of the Southwest Quarter (SW 1/4) of the Southeast Quarter (SE 1/4) of Section 4, Township 34, Range 28, Sherburne County, Minnesota, lying Easterly of the following described line: Commencing at the Southeast corner of said SW 1/4 of the SE 1/4; thence on an assumed bearing of S 89°44'01" W along the South line of said SW 1/4 of the SE 1/4, a distance of 500.00 feet to the point of beginning of the line herein described; thence on a bearing of N 00°15'59" W, 760.31 feet; thence on a bearing of S 89°44'01" W, 392.13 feet; thence on a bearing of N 21°18'59" W, 557.45 feet to the North line of said SW 1/4 of the SE 1/4 and said line there terminating.

Subject to easements of record.

EASEMENT

That part of the South 66.00 feet of the Southwest Quarter (SW 1/4) of the Southeast Quarter (SE 1/4) of Section 4, Township 34, Range 28, Sherburne County, Minnesota, lying Easterly of the following described line: Commencing at the Southeast corner of said SW 1/4 of the SE 1/4; thence on an assumed bearing of S 89°44'01" W along the South line of said SW 1/4 of the SE 1/4, a distance of 500.00 feet to the point of beginning of the line herein described; thence on a bearing of N 00°15'59" W, 66.00 feet to the North line of the South 66.00 feet of said SW 1/4 of the SE 1/4 and said line there terminating.

	YES	NO
Brian Kolbinger, Chair	_____	_____
Brad Wilkening, Vice Chair	_____	_____
Luke Babler	_____	_____

Joe Danielson

Gary Gilbert

Adopted this 15th day of October, 2018.

Brian Kolbinger, Chairperson

Attest:

Lucinda Messman, Town Clerk

Drafted by:
Ben Wikstrom, Planning Consultant
PO Box 248
Becker MN 55308

STATE OF MINNESOTA
COUNTY OF SHERBURNE } ss.

The foregoing instrument was acknowledged before me this ____ day of _____, 2018.
By _____, the Chairperson of the Becker Joint Planning
Board.

SIGNATURE OF PERSON TAKING ACKNOWLEDGEMENT

**TOWN OF BECKER
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.**

WHEREAS, to obtain lowest pricing for materials in a timely manner, the Town Board has requested the clerk obtain vendor accounts at Knife River, Helmin Construction and Hardrives (CRH Americas Materials, Inc.); and

WHEREAS, general maintenance needs to be performed on township roads; and

WHEREAS, it is fiscally responsible to use lowest cost supplier and authorize township purchase of road building materials rather than having maintenance contractor obtain materials and bill through them; and

WHEREAS, in order to expedite maintenance repairs for projects where the materials supply costs will total less than \$15,000; and

WHEREAS, the vendor accounts will allow the Road Supervisor and/or Alternate Road Supervisor the ability to select the vendor to use based on lowest cost; and

WHEREAS, the Road Supervisor and/or Alternate Road Supervisor will work with the Township's General Maintenance Contractor as to location to obtain lowest cost supplies; and

WHEREAS, the Township's General Maintenance Contractor will be performing the actual work and pickup the material at the appropriate site; and

WHEREAS, the individual Town Board members, the Treasurer, and the Town Clerk would all be signatories on the vendor account, the Town Board would discuss all regular maintenance activities prior to the expenditure being made; and

NOW THEREFORE BE IT RESOLVED that the Becker Town Board hereby authorizes the Road Supervisor and Alternate Road Supervisor to use the Knife River, Hardrives (CRH), or Helmin Construction Vendor charge accounts on behalf of the Township.

BE IT FURTHER RESOLVED that the Becker Town Board must approve all purchases prior to the expenditure being charged on the card.

BE IT FURTHER RESOLVED that the vendor accounts may only be used to make lawful purchases on behalf of Becker Township. Any other charges, purchase, expenditures or transactions against the account(s) or any that exceed spending limits imposed herein are

expressly prohibited and unauthorized purchases. Only the following types of purchases shall be considered Authorized purchases:

- A. Specific types of purchases that the Town Board of Becker has preauthorized by a vote at a Township meeting.
- B. Purchases of goods is to be consistent within the approved Township Roads Budget and engineering materials standards
- C. Purchases in excess of \$15,000 require a motion for approval PRIOR to purchase.
- D. Purchases for personal use is prohibited.
- E. Purchases for any use other than Becker Township required materials are prohibited.
- F. Itemized receipts will be supplied by vendor to Becker Township and initial verification by Road Supervisor and/or Alternate Road Supervisor required prior to payment authorization by the Town Board.
- G. Road Supervisor and/or Alternate Road Supervisor to be sure the quantities indicated on receipts match up with specific road/job locations.
- H. The Road Supervisor and/or Alternate Road Supervisor shall be personally responsible for any Unauthorized Purchases if the Township Board determines that unauthorized purchases have been made that intentionally violate this policy.

Prepared by: Lucinda Messman, Clerk

Reviewed by:

 Township Attorney
 Kelli Bourgeios, Esq

 Becker Township Treasurer
 Tanya Danielson

Approved this _____ day of _____, 2018.

Becker Town Board

 Brian Kolbinger, Chair

Road Supervisor

 Gary Gilbert

Alternate Road Supervisor

 Luke Babler

ATTEST

 Lucinda Messman, Clerk

Policy: Internal Controls

Date: February 16, 2016; Updated August 20, 2018; Update October 12, 2018

PURPOSE

Becker Township recognizes that internal controls are designed to protect a local government from loss or misuse of its assets. Sound internal controls help ensure that transactions are properly authorized and that the information contained in financial reports is reliable.

POLICY

By Statute, both the Township Clerk (MN §367.11) and Township Treasurer (MN §367.16) are required to maintain independent records of Town Finances. The clerk and treasurer verify their balances each month, including balancing to the cash balance of bank statements. The Town Board Supervisors review all claims for payment and sign their approval on the Claims for Payment request form at the monthly Town Board Meeting. This policy lists the procedures used to track various financial records.

The clerk and treasurer both utilize the CTAS (Small City and Town Accounting System) as recommended by the Minnesota State Auditor's office. Their financial documents are compared yearly by the Town Board at the Annual Board of Audit meeting occurring in February.

Monthly Bank reconciliations are prepared by both the Clerk and Treasurer. Monthly cash control statements are provided to the board by the treasurer on a monthly basis.

Receipts

Becker Township receives funds in a variety of ways. Tracking of these funds is done in a manner to allow segregation of duties when possible yet using fiscal responsibility.

- Funds received by mail
 - Clerk opens mail. Checks received by mail or those hand delivered to the Town Hall are delivered to the Treasurer for recording.
 - Treasurer prepares deposit slip, compares actual receipts to the slip, and makes physical deposit.
- Cash funds received
 - These are either filing fees or fees for copies requested. Clerk receives the funds, indicates what they are for and delivers to the Treasurer for recording.
 - Treasurer prepares deposit slip, compares actual receipts to the slip, and makes physical deposit.
- Permit fees received by City of Becker

- Permits are prepared by the City of Becker with the funds being forwarded to the treasurer to be deposited.
- Treasurer prepares deposit slip, compares actual receipts to the slip, and makes physical deposit.
- Tax Settlements and Other funds directly deposited into Township Accounts
 - Clerk and Treasurer each retain supporting documentation of receipt.

Disbursements

Minn. Stat. § 471.38, subd. 1. States that claims against the town that can be itemized must be specifically itemized before the town can pay them.

- Invoices received by mail are coded by the clerk and given to the Treasurer for initial recording. Treasurer then records claims in CTAS and prepares claims listing for approval at the monthly board meeting.
- Prior to the meeting, treasurer emails board members with claims list to that point for their review.
- At the meeting, any additional disbursement request claims are prepared by the treasurer and an amended claims listing, along with all original documentation is submitted to the board for their approval at the meeting.
- Claims for Payment Approval form is signed by all board members indicating their approval of all claims listed and documentation provided.
- Checks signed by Treasurer, Clerk and Board Chair.

Electronic Funds Transfers

Electronic Funds Transfer (EFT) is the process of value exchange via mechanical means without the use of checks, drafts, or similar negotiable instruments. Minnesota Statute §471.38 allow the Town Board to make electronic funds transfers for the following purposes:

- A claim for a payment from an imprest payroll bank account or investment of excess money;
- Payment of tax or aid anticipation certificates;
- Payment of contributions to pension or retirement fund;
- Vendor payments; and
- Payment of bond principal, bond interest and a fiscal agent service charge from the debt redemption fund.

Becker Township has instituted the following procedures to be used if any claim is to be paid by Electronic Funds Transfer (EFT). This process provides the safeguard to taxpayers that all claims are reviewed by the Town Board before payment is authorized.

- Use of EFT is permitted if the total amount of the claim for payment will be available to the town board with sufficient time prior to the scheduled electronic fund transfer to allow for the claim to be disallowed; and that the claim arrives to the board in a timely manner, properly itemized.
- Clerk and Treasurer shall work together to be sure all EFT requests appear before the board in a timely manner.
- Once the claims are approved, EFT is allowed rather than sending of a physical check.

- The Town Board shall annually delegate the authority to make EFTs to a designated business administrator or chief financial officer or the officer's designee, this party shall be called the "EFT Designated Authority."
- The disbursing bank shall keep on file a certified copy of the delegation authority.
- The initiator of the electronic transfer shall be identified.
- The initiator of the EFT shall document the request and obtain an approval from the EFT Designated Authority before initiating the transfer as required by this, and all other applicable policies.
- A written confirmation of the transaction shall be made no later than one business day after the transaction and shall be used in lieu of a check, order check, or warrant required to support the transaction.
- A list of all transactions made by electronic funds transfer shall be submitted to the Town Board at its next regular meeting after the transaction.

Payroll

- Claim sheets/timecards filled out by those requesting payment. Hours of work or meetings attended are recorded.
- If claim sheets are from an election judge, the clerk verifies and initials that the claim is accurate.
- The Treasurer approves other claims for payment.
- The Treasurer then maintains claim sheets. All original time sheets are submitted to the board for their approval prior to payment.
- Board members sign off on net pay distribution after reviewing payroll claims
- Claims then follow the normal process for disbursements.
- Clerk prepares PERA submissions, yearly reports.
- Treasurer prepares all tax payments, and yearly reporting.

Charge Accounts

Becker Township has instituted the following procedures to be used for claims from vendors who have allowed the establishment of charge accounts. This process provides the safeguard to taxpayers that all claims are reviewed by the Town Board before payment is authorized.

- The original receipts/claims are to be attached to the vendor invoice. These may be submitted by the vendor or by the employee making the charge transaction.
- For road materials tickets, the Road Supervisor and/or Alternate Road Supervisor will review each ticket and assure that the correct road/job appears on each materials ticket prior to submission to the Town Board for review.
- Purchases of goods is to be consistent within the approved Township Roads Budget and engineering materials standards

Prepared by: Lucinda Messman

Reviewed by:

Township Attorney
Kelli Bourgeois, Esq

Becker Township Treasurer
Tanya Danielson

Approved this _____ day of _____, 2018.

Becker Town Board

Brian Kolbinger, Chair

Luke Babler

Joe Danielson

Gary Gilbert

Brad Wilkening

ATTEST

Lucinda Messman, Clerk

STAFF MEMO

To: Becker Town Board
From: Clerk, Lucinda Messman
Date: October 12, 2018
RE: ADA Compliance/upgrade to sound system

I have looked into improving the sound system at Town Hall. Attached is an estimate to have hard wired microphones added to the front table for the board member seats.

Also included are three replacement portable microphones that allow us to set the frequency of each microphone. Our current microphones do not have variable frequency settings and we are picking up interference. I had to stop using one of them because I cannot get it to work properly anymore due to the frequency interference. The variable settings will allow us to find open frequency as needed.

A firm is designing a hearing loop system that will work for the Town Hall. Costs will hopefully be available by meeting time. I have spoken with one entity that may have funds available to either fully or partially help in this upgrade. This is preliminary viewing of data and request for board direction.

Enhanced Home Technology

P.O. Box 403
 Big Lake, MN 55309
 Phone 763-262-0202
 Fax 763-262-9691

Estimate

Date	Estimate #
10/12/2018	573

Becker Township Hall 12165 2nd St. SE Becker, MN 55308

P.O. No.	Project

Qty	Description	Total
3	Shure BLX24RB58H9 Wireless Handheld Microphone System	1,399.71T
3	Desk Mic Stand	58.50T
7	Shure CVG18BC Goose Neck Microphone	717.08T
7	Shure CVDB XLR Desktop Base Black	429.52T
1	8 Channel Audio Snake 50'	101.70T
7	Assorted length XLR Mic Cables from snake to desk Mic.	109.20T
3	3' XLR Mic Cables	23.40T
8	Install 7 Desk Mounted microphones hardwired back to mixing board. Setup 3 wireless Microphone systems and test.	640.00

If you have any questions, please contact us.	Subtotal	\$3,479.11
	Sales Tax (6.875%)	\$195.19
By Excepting this Estimate you are agreeing to these payment terms. Full payment is due upon completion of items listed on this estimate. Any late payment will be subject to interest payments.	Total	\$3,674.30