

Regular Town Meeting
Monday, October 21, 2019
12165 Hancock Street

MEETING
MINUTES

Attending

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

Absent Board Members:

Attending Staff: Damien Toven – Township Attorney, Wes Davis – Township Engineer, Ben Wikstrom – Township Planner, Jacob Sanders – City of Becker Planner; Mary Roe – City of Becker Planner (intro)

Others Attendees: Miranda Wagner – Sherburne SWCD, Val Wruck, Tony Wruck – Wruck Excavating, Dan Frank – Sherburne County Sheriff, Mark Kolbinger, Jeff Peterson – J and L Services

Meeting called to order and quorum verified by Chair Kolbinger.

CONSENT AGENDA

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

Consent Agenda Items:

- Regular Town Board Meeting Minutes September 2019
- Upcoming electronic fund transfers/automatic payments approval
 - City of Becker – water/sewer, Xcel Energy – gas/electric, Ace Disposal – Twp maintenance, Advanced Disposal – container at Town Hall, Midco Business – phone and internet, Upcoming EFTS related to payroll: Federal taxes, State taxes and PERA - mandated rates, State of MN for building permit surcharge fees
- Correspondence
 - Records Destruction Report 9/18/19, Notice of PNP 3/3/2020, Xcel Energy Upper Midwest Energy Plan, City of Monticello Animal Control Fee Change, Vendor List for Checks/Office Supplies, Approval to post Tri-Cap Assistance Information, ISD 726 Notice of Special Election, Road Certification Request, CMRP Partnership Memo, MPCA Rules Amendment notification, Opioids Class Action Information, Preliminary NTC Market Value Comparison, Proposed 2020 Tax Capacity Values, Municipal Construction & Development Fee Review & Expense Annual Report.

Pledge of Allegiance

REGULAR AGENDA APPROVAL

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

SHERBURNE COUNTY SHERIFF'S REPORT – Sgt. Dan Frank

- 107 Calls for service
- 11 traffic stops
- Car deer incidents have increased. Reminder to all to slow down.
- 110th Speed statistics distributed. Full text in 110th Street roads file.
 - Sign in place 9/11/2019-9/23/2019
 - Average speed 20.71 mph

- Maximum speed 41 mph
- Average volume per day 348
- Indicates no speeding issue.
- Supervisor Babler to pull the post.

ENGINEER'S REPORT – Wes Davis

- 185th Ave SE intersection with CR 4 low spot has been repaired by Knife River
 - Observed during rain events – draining ok
 - Recommend release of retainage and sanding well this winter
 - Road Supervisor Gilbert agrees and said it is acceptable. On track with budget. He knows our engineer checked every day the rain was occurring.
 - **Motion to approve release of retainage in the amount of \$31,219.36 pending final paperwork by Wilkening. Second by Babler. Motion carried, all voting in favor.**
- County Road certifications are in the work – will submit by deadline.

SHERBURNE SWCD – Miranda Wagner, District Technician from Elk River

- Works with Ag Communities and Prairie Restoration
- Woodberry Farms Resident asked if he could plant Prairie grasses in the cul de sac areas.
- Supervisor Gilbert requested she attend so Town Board could ask questions regarding all township owned property.
- Program costs were reviewed and Growing Your Prairie information was handed out to board members [full text on file: Native Plantings]
- History Center has some good examples.
- Woodberry Farms recommend firm pack seed bed, broadcast and crimp/roll in. 1st three years are the largest work times. Year one weeds and looks ugly (seed sleeps), year 2, some grasses and black eyed Susan's, year 3 a lot of diversity
- Long term management – spot treatments, no need to burn annually and there are some mowing options
- Benefits
 - Habitat for pollinators
 - Easier/better for environment – no fertilizer or watering required
- Cost Share programs are available
- Maintenance is required – Supervisor Babler asked if the park funds held at Sherburne County could be used for this?

RESIDENTIAL OPEN FORUM - none

TOWN PLANNING COMMISSION/JOINT PLANNING BOARD UPDATES – Planner Wikstrom

- A lot of new items this month
 - Preliminary & Final Plat – Becker Meadows
 - CUP Application – Dillon Johnson Northern Performance Diesel Repair
 - Ordinance Amendment Rezoning Wruck land on highway 10 to Commercial district
 - Ordinance Amendment – clarification language for shipping containers
 - Special Planning Commission Scheduled for Edgewood Acres Preliminary/Final Plat
 - Working through some enforcement actions
- Sanders
 - Introduction of Mary Roe – other City of Becker Planner. They will alternate months of attendance.

- Building Inspection RFP was done a few years back. They are looking into it again.

SUPERVISOR REPORTS

Fire Board – Supervisor Babler

- Purchased stickers for Santiago's new truck

Central Mississippi River Regional Planning Partnership – Supervisor Kolbinger

- Next meeting coming up on Thursday this week

Roads Report – Supervisor Gilbert

- **Projects:**
 - Woodberry Farms – rocks and trees removed from the 2 cul de sac's.
 - 77th Street, 92nd Street, and 112th Street projects are complete – will be billed in December 2019. 112th Street may need culvert work in spring. TS Dirtworks did a good job with these
 - 2 failing roads in township – 117th street and 107th street east of CR 67
 - Salida 164th Ave needs reconstructing
 - 157th Street needs to be discussed/determine what we will do with the back portion. Need to discuss location with back landowners.
- **Road Repairs:**
 - None this month
 - 142nd has a pothole needing repair
 - Sinkhole in Wildwood
- **Tree Trimming/Clearing**
 - Completed Woodberry Farms cul-de-sac tree removal
 - 2 large pine trees on north end of 185th
 - Large Juniper on corner of 95th street and 189th street
 - East end of 107th street trimmed up – more needed
- **Garbage/Vandalism**
 - Mattress and tires on 175th ave
 - Microwave on 190th ave
- **Signs**
 - Jeff Peterson continuing to focus on sign issues for Twp – three street signs left to replace
 - 166th street and 168th street ROW Signs installed in between
 - Relocated sign 150th ave and 122nd street to CR 24 intersection
 - Installed new signs 164th and 164 ½ by Salida
 - 157th Street and no outlet installed
 - New sign on 163rd ave
 - Replaced stop ahead sign on 137th street with updated sign
 - Replaced 4 signs along CR 11 that said Park Blvd to now read CR 11 SE
 - Straightened/repared 2 bent signs on CR 16 and CR 4
 - Shared City roads – we will do signs on our half – 2 curve signs to be installed
 - Working on installing min maint sign of 67th West of 11
 - Working on installing fire numbers along 185th Ave – north end is complete, finishing south end
 - Fire number signs overall in bad shape – they are next on list of signage
- **Right of Way Issues/Violations**
 - None
- **Miscellaneous Items**
 - Discus status of double cul-de-sac – adjacent to Kelly Woods parcel.

Town Hall –

- Landscaping – maybe yet this fall or it will be next spring at number given
 - No plants this year
- Physical building
 - Basement entry needs work
 - Entry light needs to be replaced
 - Desk to be here later this week
 - Credenza's coming later
 - Approval given for new counter – billing to be delayed until fiscal 2020.

Other –

- General Maintenance Contract – discuss in November
- Fee Schedule – discuss in November
- Job descriptions have been reviewed by legal. **Motion to approve job descriptions submitted for Clerk, Deputy Clerk, Treasurer, and Deputy Treasurer by Wilkening. Second by Danielson. Motion carried, all voting in favor.**

TREASURER'S REPORT - TANYA DANIELSON

- **Motion to move \$24,200 from Finds and fees fund to Road and Bridge fund by Babler. Second by Gilbert. Motion carried, all voting in favor.**
- **Motion to approve treasurer's report as distributed by Wilkening. Second by Babler. Motion carried, all voting in favor.**
- **Motion to pay warrants 14399-14330 and PO 1172, 1177 - 1184 in the amount of \$41,092.97 by Wilkening. Second by Gilbert. Motion carried, 4-0-1. Supervisor Danielson abstained as his company had submitted an invoice.**

CLERK'S ITEMS – LUCINDA MESSMAN

- Animal Control – revised contract presented. **Motion by Danielson authorizing chair to sign contract. Second by Babler. Motion carried, all voting in favor.**
- Santiago Township letter/article in newspaper
 - Board is not paying the invoice.
 - Supervisor Gilbert provided history – the article in the newspaper didn't match what he understood the bill to be (paper said ditch work – there was no ditch work).
 - After estimate for project was approved, John Herbst called and said he wanted to bill Becker Township for his services in addition to estimate. Supervisor Gilbert told him no.
 - Bill from Santiago amount is the same as John Herbst said he wanted to bill though the invoice doesn't read that way.
 - Clerk sent response last month.
 - No further action required

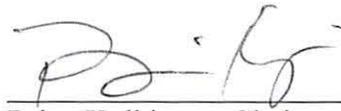
Treasurer asked what was needed for the budget meeting next week. She will bring last year's numbers, next years projected numbers and levy amounts and when they arrive.

Supervisor Gilbert informed the board he will be stepping down from the Road Supervisor position.

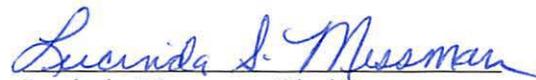
- Upcoming projects and cost estimates prepared by engineering were presented.
- CIP is coming up and will take 40-60 hours to set up.
- Right of Way ordinance needs to be revamped
- Engineering standards need to be completed.

- There is a lot to Road Supervisor and the Township is 2-3 years away from getting things into good shape.
- Lots of odd ball stuff has been completed.
- Asphalt maintenance is an issue.
- Supervisor Wilkening stated the board may need to consider hiring some part time staff.
- Chair Kolbinger asked if he would consider staying until April as that is when the position usually changes.
 - Bring the information to the budget meeting.
 - If the biggest issue is you don't have time, maybe hiring someone who reports to the Road Supervisor would be better

Meeting Adjourned 8:07 p.m.



Brian Kolbinger, Chair



Lucinda Messman, Clerk