

**BIG LAKE CITY COUNCIL AND BIG LAKE TOWNSHIP BOARD
JOINT MEETING MINUTES**

JULY 14, 2021

1. CALL TO ORDER

Mayor Knier called the meeting to order at 4:30 p.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. ROLL CALL

Council Members present: Mayor Paul Knier, Council Members Ken Halverson, Sam Hanson, Kim Noding, and Paul Seefeld.

Big Lake Township Supervisors present: Chair Bruce Aubol, Supervisors Larry Alford, Dean Brenteson, Mark Hedstrom, and Norm Leslie.

Also present: City Administrator Clay Wilfahrt, Finance Director Deb Wegeleben, City Clerk Gina Wolbeck, Community Development Director Hanna Klimmek, City Engineer Layne Otteson, Big Lake Township Clerk Brenda Kimberly-Maas and Deputy Clerk Jayme Swenson, and Student Liaison Ella Dotzler.

4. PROPOSED AGENDA

Council Member Noding motioned to adopt the proposed Agenda as presented. Seconded by Supervisor Aubol, unanimous ayes, Agenda adopted.

5. BUSINESS

5A. Orderly Annexation Agreement – Parcel No. 10-120-1300

Hanna Klimmek reviewed that the City received a Petition for Annexation for parcel no. 10-120-1300 from both the property owner and the contracted buyer on June 4, 2021. The letter was signed by Ewald Petersen (owner), Rita Petersen (POA), and Chris Carlson (contracted buyer). The 85 acre parcel abuts the City limits on its north, east, south, and west boundaries and is considered urban in character. Klimmek indicated that Staff met with two Township Board Supervisors to discuss expediting the petition through an Orderly Annexation process with immediate annexation of the parcel. Both City Staff and Township Supervisors seemed comfortable with facilitating an Orderly Annexation via a Joint Resolution. As the property had a pending sale at the time of petition, the City was asked to wait to send out the required Electric Utility Notice until the sale was finalized. The Petersen's sold the parcel to Chris Carlson on July 1, 2021 and the City mailed the Electric Utility Notice on July 6th. Carlson provided written notice to the City that they were waiving the 30-day notification period. Big Lake Township Staff indicated that the Township waiver

would require a vote of the Township Board. Klimmek identified that the Township Board is being asked to vote on this waiver prior to consideration of the annexation petition. Klimmek reviewed the State approval process that will follow approval of the Joint Resolution.

Supervisor Alfords stated he believes this is the first annexation we have ever had that the City hasn't had to provide services prior to the annexation actually happening, which could set a precedent moving forward. Alfords discussed the Gramsey property that came forth in this exact same manner, noting that it still doesn't have services but has come out of the Township's tax rolls. Alfords stated that anytime this happens it is concerning to the Township, especially when there is no identified plan. Supervisor Alfords expressed that the ground-work hasn't been laid like it should be before this actually happens.

Council Member Halverson discussed that there is already utility services across the property. Clay Wilfahrt explained that utility services run across the property to Liberty Elementary. Halverson also discussed that the Fire Hall Lift Station goes across this property as well. Mayor Knier asked Staff to clarify if utilities exist on the parcel. Layne Otteson explained the location of utility services on the parcel noting that on the west side of the property there are utilities that run north/south including a 12" sanitary line with marked manholes in the field, a 16" watermain, an 8" raw water line, and fiber optic lines that communicate with our Water Treatment Plant and to our Public Works Building. Otteson clarified that the utility lines are on the parcel that is being proposed for annexation, and Halverson noted that the Petersen family was paid for the lines to be run on their land, and Mr. Petersen was very specific that no Y's or T's exist on the infrastructure so whoever develops the parcel will need to alter the services.

Motion by Town Supervisor Hedstrom authorizing Big Lake Township to officially waive the 30-day Electric Utility Notification period for the Orderly Annexation of parcel no. 10-120-1300. Seconded by Town Supervisor Alfords, unanimous ayes, motion carried.

Motion by Town Supervisor Leslie approving Joint Resolution No. 2021-01 approving designation of certain land, and the immediate annexation of Parcel No. 10-120-1300 via Orderly Annexation Agreement. Seconded by Town Supervisor Hedstrom, unanimous ayes of the Big Lake Township Board, motion carried.

Motion by Council Member Seefeld approving Joint Resolution No. 2021-01 approving designation of certain land, and the immediate annexation of Parcel No. 10-120-1300 via Orderly Annexation Agreement. Seconded by Council Member Noding, unanimous ayes of the Big Lake City Council, motion carried.

6. ADJOURN

Council Member Seefeld motioned to adjourn at 4:41 p.m. Seconded by Supervisor Hedstrom, unanimous ayes, motion carried.

Gina Wolbeck, City Clerk
Recorder

07/28/21
Date Approved By the City and Township