



REGULAR MONTHLY MEETING
WEDNESDAY, MARCH 26, 2014 7:00PM

The Orrock Township Board met in regular session, on Wednesday March 26, 2014 at 7:00pm, at the Orrock Town Hall, 26401 – 180th St. NW, Big Lake, Minnesota.

Chair Jeff Jones, Supervisors Shane Berg, Michael Eisinger & Mike Meier, Treasurer Laura Jones and Clerk Brenda Kimberly-Maas were in attendance. Supervisor Ron Dolly was absent. Township Engineer Mike Neilson, West Sherburne Tribune journalist Jennifer Edwards and several residents were also in attendance. The meeting was called to order by Chair Jones, with the reciting of the Pledge of Allegiance at 7:00pm.

APPROVAL OF MARCH REGULAR MEETING AGENDA:

Supervisor Eisinger asked to add ‘b’ under Old Business, for the purpose of getting information on which roads had additional snow removal done, during the Snow Emergency declared in February. Chair Jones noted that there may not be much to discuss, as Supervisor Dolly was absent.

Motion/Second to accept the March agenda with the addition of letter ‘b’ under old business:

Eisinger/Berg

Approved: Berg, Eisinger, J.Jones and Meier

Opposed by: None

Abstaining: None

Motion Carries

APPROVAL OF FEBRUARY MINUTES

Motion/Second to accept the February Regular Meeting Minutes as presented by: Eisinger/Meier

Approved: Berg, Eisinger, J.Jones and Meier

Opposed by: None

Abstaining: None

Motion Carries

APPROVAL OF ANNUAL BOARD OF AUDIT MINUTES

Motion/Second to accept the Annual Board of Audit Meeting Minutes as presented by: Eisinger/Meier

Approved: Berg, Eisinger, J.Jones and Meier

Opposed by: None

Abstaining: None

Motion Carries

PRESENTATION OF ANNUAL MEETING MINUTES

Clerk Kimberly-Maas presented to the Board, the draft of the Annual Meeting minutes. The draft had been proof-read, approved and signed by the meeting moderator, Michael Eisinger and filed in the Clerk’s office (MN Stat. 365.55). Clerk Kimberly-Maas noted that it is best practice to have the minutes presented to the Board, for review, after the minutes have been signed and filed. The minutes are not official until approved at the 2015 Annual Meeting, but needed to be presented and will now be available to the public as a DRAFT only.

SHERIFF'S REPORT:

Sergeant Kyle Wilson was in attendance and presented the Board with the Monthly Report. There were 128 calls for service within the township, of which two (2) were burglaries. The burglaries are currently being investigated by the Sheriff’s Dept.

OLD BUSINESS:

FOLLOW-UP ON ACE AND WINDSTREAM BILLING: Clerk Kimberly-Maas informed the Board that the township had one option to save money on the Windstream (phone/internet) bill. It would involve changing the IP functionality from static to DHCP. The concern was how the peripheral devices would adjust to the new mode of communication. Clerk Kimberly-Maas said that she didn't know if the change would adversely affect the printers and external hard drive. So rather than have hardware communication problems, it was her recommendation that the board not change their current service bundle. She also noted that she did downsize the township's trash receptacle one size. To be compliant with regulations, ACE must provide pick up, weekly to the township, as they are considered a commercial account. Supervisor Berg asked if the township had a small dumpster, could pick up be monthly? Clerk Kimberly-Maas did not know the answer and stated she would inquire on this option and inform the board with her discovery.

SNOW REMOVAL DURING SNOW EMERGENCY: There was no information available as to which roads were serviced during the snow emergency. Supervisor Berg stated he would try to gather that information for the board.

NEW BUSINESS:

NO NEW BUSINESS

APPROVAL OF CONSENT AGENDA

CURRENT PAY CLAIMS (AS SUBMITTED BY TREASURER):

Motion/Second to approve the claims as presented on the Consent Agenda by: Eisinger/Berg
Approved: Berg, Eisinger, J.Jones, Meier
Opposed: None
Abstaining: None
Motion Carries

TREASURER'S REPORT

General Fund: \$22,716.73	Road & Bridge: \$ 697,165.77
Fire: \$26,721.00	Capital Improvements: \$139,253.24
Escrows:	
Heritage Hills: \$0	Pine Cone: \$1,066.25
Woodlands of Livonia: \$4,653.75	Savannah Meadows: \$6,612.61
Shores of Eagle Lake: \$95,567.19	Woods of Eagle Lake: \$506.82
Pine Point: \$4,500.00	Lonesome Oak: \$500.00
Thunderbuck: \$4,182.50	Horseshoe Estates: \$20,700.00
Timberquest: \$20,160.00	Deer Crossing: \$1,000.00
Donahue Estates: \$3,161.25	Jacob's Ridge: <\$11.25>
Harmony Village: \$0.00	

Motion/Second to accept the Treasurer's Report date ending 2/28/2014 by: Eisinger/Berg
Approved: Berg, Eisinger, J.Jones and Meier
Opposed: None
Abstaining: None
Motion Carries

ROAD COMMITTEE REPORT

MOWING RFQ: Supervisor Eisinger asked that the insurance requirements be confirmed with counsel prior to publication of the RFQ.

Motion/Second to publish the Mowing RFQ for two weeks, with the first publication being April 11, 2014 by: Eisinger/Berg
Approved: Berg, Eisinger, J.Jones and Meier
Opposed: None
Abstaining: None
Motion Carries

TREE TRIMMING RFQ: The Board reviewed the RFQ. There are specific roads that are in need of branch trimming. Supervisor Meier will gather the areas that are in need of trimming for placement into an RFQ to be reviewed at the April Meeting.

TOWNSHIP ENGINEER CONTRACT: Mike Nielson addressed the board. He stated that he succumbed to the removing the language that the Town's attorney wished be removed from the contract.

Motion/Second to accept the contract between the Town and WSB contingent on final Counsel approval
by: Berg/Meier
Approved: Berg, Eisinger, J.Jones, Meier
Opposed: None
Abstaining: None
Motion Carries

He had finished his plan and estimate for work on 245th Ave. NW. He wanted to show the plan to a couple contractors before presenting the plan to the board.

The Board inquired on when it would make sense to take the Annual Road Tour. The Road Tour scheduled for April 4th, 2014 at 8:00AM.

Supervisor Eisinger also felt that it would be a good idea to begin to solicit bids for crack filling, as the roads took a beating during the winter. Treasurer Jones will look up the invoicing from the most recent crack filling project and get that information to Supervisor Eisinger for comparison.

The Board took the recommendation that an intern or other lower paid employee of WSB oversee the project for quality control and product usage.

CHAIR JONES expressed his pleasure of serving the community, for the past three years and stepped down from the Board.

OATH OF OFFICE:

The Oath of Office was taken by Charles Gotzian, who was elected as a Supervisor of the Town Board for a term of three (3) years.

VICE-CHAIR MEIER took control of the meeting.

OPEN FORUM:

Resident John Hopko, 24144 – 172nd St. NW, Big Lake, addressed the board. He was following up to find out if the board has considered to make any changes to the current snow removal policy. Supervisor Eisinger addressed Mr. Hopko and told him that he felt that it should have been addressed at the Annual Meeting, but the constituents chose not to discuss snow plowing. The Board reviewed the current policy. The Board was unable to give any further information or any decision, on this subject matter at this time. Vice-Chair Meier noted that the policy should be reviewed for possible changes during the April Monthly Meeting.

LAST CALL FOR BUSINESS FOR THE MONTHLY TOWNSHIP BOARD MEETING

No further business was brought forth.

ADJOURNMENT

Motion/Second to adjourn the March Regular Monthly Meeting at 7:52PM, on Wednesday, March 26, 2014: Eisinger/Meier
Approved: Berg, Eisinger, Gotzian and Meier
Abstaining: None
Opposed: None
Motion carried adjourning the March 26, 2014 Regular Monthly Town Meeting, at 7:52PM.

Respectfully Submitted,
Brenda Kimberly-Maas
Orrock Township Clerk

Accepted this 30th day of April, 2014, by the Orrock Township Board of Supervisors.

Chairperson

Attest: _____
Town Clerk