



REGULAR MONTHLY MEETING
WEDNESDAY, JUNE 24, 2015 7:00PM

The Orrock Township Board met in regular session, on Wednesday June 24, 2015 at 7:00PM, at the Orrock Town Hall, 26401 – 180th St. NW, Big Lake, Minnesota. The meeting was called to order by Chair Gotzian, at 7:00PM, and the Pledge of Allegiance was recited.

Supervisors Bryan Adams, Charles Gotzian, Bob Hassett and Corrie Silverberg, Treasurer Laura Jones and Clerk Brenda Kimberly-Maas were in attendance. Town Engineer Mike Nielson, a number of residents and observers were also present. Supervisor Eric Peterson was absent.

APPROVAL OF JUNE REGULAR MEETING AGENDA:

Supervisor Adams requested the addition of Shores of Eagle Lake as “d” under new business. Supervisor Silverberg requested the addition of Road Funding as “e” under new business. Chair Gotzian requested the addition of Town Hall A/C as “f” under new business.

Motion/Second to accept the June agenda with the additions of “d”, “e” and “f” under New Business by:
Gotzian/Hassett
Approved: Adams, Gotzian, Hassett and Silverberg
Opposed by: None
Abstaining: None
Motion Carries

APPROVAL OF MAY MINUTES:

One correction was advised.

Motion/Second to accept the May Regular Meeting Minutes, with correction by: Silverberg/Adams
Approved: Adams, Gotzian, Hassett and Silverberg
Opposed by: None
Abstaining: None
Motion Carries

SHERIFF’S REPORT:

Commander Doran presented the report to the Board. Calls for service were 150, up by 7 from the month of May. Cmdr. Doran also presented a map of vehicle accidents to Clerk Kimberly-Maas, which had been requested by Supervisor Hassett.

ROADS

ROAD ENGINEER:

FEASIBILITY STUDY – REPAIR OF 243RD AVE WEST OF CSAH 75:

Mike Nielson reported on five options with preliminary costs, for the repair of the section of 243rd Ave lying west of CSAH 75 to the Becker Township line. The options ranged from \$114,000 - \$360,000. Pavement cores needed to be pulled to have a final suggestion for the Board. Those findings will be presented in a full report, in July.

COST ESTIMATE – 182ND ST REPAIR:

Mike Nielson reported the cost to repair 182nd St. would be roughly \$5000. Should the Board choose to wait until fixing 243rd Ave. the mobilization would cost less.

NO FURTHER ACTION TAKEN

EAGLE LAKE DRAINAGE:

Supervisor Adams reported on the potential of receiving grant money to correct the drainage concern on Eagle Lake. Tiffany Determan suggested a collective grant application with another Township or a comprehensive plan to address other drainage concerns within Orrock Township. Supervisor Adams asked if WSB could put together a technology review to see what is available to fix the drainage concern. Nielson would find out how much a review would cost and report to the Board on the cost in July.

STATE PARK ROAD ACCOUNT:

Engineer Nielson reported on the potential of receiving grant money to assist with the maintenance of roads which travel through DNR lands. The Sherburne County Assistant Engineer is eager to assist with the grant application process. It was stated that usually the first application is unsuccessful. However the second application normally has a higher success rate for funding to be given. The suggestion was to schedule a meeting with the County engineer, DNR and Township to discuss the process of applying for and possibility of obtaining grant money from the State Park Road Account.

Motion/Second to have WSB, Township Road Authority meet with the County Engineer and a DNR representative to discuss the application process and potential of receiving State Park Road Account, grant funds by: Silverberg/Adams

Approved: Adams, Gotzian, Hassett and Silverberg

Opposed by: None

Abstaining: None

Motion Carries

CHIP SEAL UPDATE:

Mike Nielson reported the chip seal project was done or nearly done. The roads will be swept a week or two after the oil and rock are laid.

GRAVEL ROAD MAINTENANCE:

Supervisor Hassett reported there were potholes on 180th, the crown on 245th was gone and ruts are washing out the rest of the road. There are areas where there should be some material added and then graded. There are some that need additional material added for a crown on some of the gravel roads. It was suggested the gravel roads be on some sort of grading schedule, as well as assist on the budgeting for their maintenance. Nielson suggested the recycled bituminous be used. Darryl Waletzko suggested using a product called ConBit.

Motion/Second to place an RFQ, for gravel road inspection maintenance, grading, material (class five & ConBit) with installation performed by: Adams/Hassett

Approved: Adams, Gotzian, Hassett and Silverberg

Opposed by: None

Abstaining: None

Motion Carries

MOVE SALT/SAND PRODUCT FROM SHED:

Supervisor Hassett reported that the county would be willing to house the remaining salt/sand for us. The cost to move the product would be \$200. The Board felt it would not in our best interest to move the pile. An option to eliminate the drawing of moisture through the cement is to seal the floor. The Board felt it would be in our best interest to revisit the storage options of salt/sand in the fall.

SIGN REPLACEMENT SCHEDULE:

Supervisor Adams suggested the Board create a replacement schedule, for the signs on Town roads. Minnesota laws mandate the Town have a written policy which addresses the replacement of all signs to ensure the reflectivity is adequate. It is unknown what signs are on the roads and their age A Sign Replacement Policy will be drafted and a method of recording replacement will be created. Mike Nielson suggested the League of Cities and MAT may have templates. Clerk Kimberly-Maas will research documentation options. Supervisor Hassett volunteered to perform a sign inventory.

Follow-up on this to be done in July.

TREE TRIMMING SPECS/ANNUAL SCHEDULE:

Supervisor Adams asked the Board for input on the specs he drafted. He suggested 6' from road edge as a standard, noting there are areas where that would be less. He and Chair Gotzian will visit areas in need of trimming and will indicate those areas on road maps. Input was given and Supervisor Adams will revise the specifications and update the Board in July.

Follow-up on this to be done in July.

DRAIN JETTING – ANN AND EAGLE LAKES:

Supervisor Adams questioned if the drains on Ann and Eagle Lakes are in need of inspection and jetting. He questioned if inspection should be done during the road tour. The drain on Ann Lake should have some sort of modification to alleviate the excess sand from packing into the grate. The Board discussed options of cleaning and modifying the grate area to eliminate the plugging of the one on 253 ½ Ave. Supervisor Adams will inspect the drains and report back to the Board in July. Supervisor Adams suggested a schedule for inspection be made for future Boards.

Follow-up on this to be done in July.

OLD BUSINESS:

SCAT - JOINT POWERS AGREEMENT:

The Board reviewed the Joint Powers Agreement for the Sherburne County Association of Townships.

Motion/Second adopt SCAT Joint Powers Agreement by: Hassett/Adams

Approved: Adams, Gotzian, Hassett and Silverberg

Opposed by: None

Abstaining: None

Motion Carries

ON-CALL MAINTENANCE QUOTES:

No quotes were submitted for review.

SMALL ENGINE EQUIPMENT:

Chair Gotzian reported the chainsaw and pole saw both run. The weed whip and brush cutter do not run. His recommendation: keep the chainsaw and pole saw, as well as replace the weed whip. He also recommended the weed whip purchased be a rechargeable battery operated model.

Motion/Second to purchase a weed whip not to exceed \$120.00 by: Gotzian/Hassett

Approved: Adams, Gotzian, Hassett and Silverberg

Opposed by: None

Abstaining:

Motion Carries

SALT/SAND SPREADER:

Chair Gotzian reported the value of a new comparable model spreader is \$5513.00. Part replacement cost for the belt is \$350.00. He made two suggestions: Sell the sander as is, for less than half that amount. Purchase the belt to go with the unit and list for closer the new comparable model. Further discussion was made.

NO FURTHER ACTION TAKEN.

LAKE ANN BEACH:

Clerk Kimberly-Maas noted she was waiting to receive the Lake Association By-Laws before we take any further action. Follow-up will be done in July.

REINSTATE OPEN-FORUM:

Supervisor Hassett has had calls from residents requesting the open forum be reinstated where people could come to the meeting and have their concerns heard. Discussion was made on the pros and cons to having the meeting sign-up sheet, for the open forum. The meetings have been fairly open and residents have been able to have their voices heard. The Board felt at there was no need to have the sign-up sheet open forum, at this time.

NO FURTHER ACTION TAKEN.

NEW BUSINESS:

MYSTIC RIDGE PRELIMINARY PLAT REVIEW:

The Board reviewed the Preliminary Plat for Mystic Ridge. The one area of concern at the County level was whether a connecting road to the east should be created, for the possibility of development of that 10 acre parcel at a future date. The other concern was about the two cul-de-sacs in the development. The southerly cul-de-sac is platted as a temporary easement which would eventually become a through street. WSB recommended the cul-de-sac be increased and the dedicated right-of-way be the standard 66'. The drawing had already been modified to address this specific concern. The other concerns that were sent to the developer and their engineer by WSB will also need to be addressed before the final plat is approved. The Board made comments: Provide hydraulic calculations for culverts. Drainage easements, if required, on basins 3 & 4 from the adjacent properties. Provide a SWIPP MPDS permit with copies to the Township. Temporary cul-de-sac radius increase. Remainder of County concerns are met. Approval of Mystic Ridge – Preliminary Plat given, providing these items are successfully met.

Motion/Second to approve Mystic Ridge Preliminary Plat providing Town and County engineering requirements are met by: Silverberg/Adams
Approved: Adams, Gotzian, Hassett and Silverberg
Opposed by: None
Abstaining: None
Motion Carries

The Developer would like to begin grading as soon as the County approves the Preliminary Plat. The Town will need to have a Developer's Agreement written to ensure there is escrow money set aside to allow the grading to be done. WSB will be in contact with the developer about grading.

Motion/Second to have Bob Ruppe draft a Developer's Agreement for Mystic Ridge by: Silverberg/Adams
Approved: Adams, Gotzian, Hassett and Silverberg
Opposed by: None
Abstaining: None
Motion Carries

ZONING ORDINANCE AMENDMENT – BOARD COMMENTS:

The Board had no additional comments for the County on this Amendment, as most of our shoreline land has already been developed.

ORROCK 1:

Supervisor Hassett asked who is able to use Orrock 1 and if a log book is utilized for its use. He thought a binder for maintenance would be beneficial. A file will be made for the truck.

SHORES OF EAGLE LAKE:

Supervisor Adams stated work is being done in the development. He felt the Board should have Nancy Riddle attend our July meeting to bring us up to speed on the county's perspective of the development.

Nancy will be invited to the July meeting.

SHERBURNE COUNTY TOWNSHIP LEVY HISTORY:

Supervisor Silverberg informed the Board of the work which has been done by Gary Goldsmith on obtaining road maintenance funds. He needs the history of the past levy amounts for the other townships in the county. Gary was hoping the Board would authorize the Clerk to research the information.

Motion/Second to authorize Clerk Kimberly-Maas perform research to obtain levy history information for all townships in Sherburne county by: Silverberg/Hassett
Approved: Adams, Gotzian, Hassett and Silverberg
Opposed by: None
Abstaining: None
Motion Carries

TOWN HALL A/C:

Supervisor Adams stated Connexus had a rebate available for a tune-up. The A/C likely needs to be recharged
Motion/Second to authorize Clerk Kimberly-Maas have the A/C looked at and fixed by: Silverberg/Adams
Approved: Adams, Gotzian, Hassett and Silverberg
Opposed by: None
Abstaining: None
Motion Carries

TREASURER’S BUSINESS

Treasurer Jones asked about how to account for the charges incurred from Couri and Ruppe for the time spent on Mystic Ridge. The Board felt to take it out of General Fund until the Escrow was established. She also noted the Windstream and Connexus bills were late additions, to the original packet sent.

APPROVAL OF CONSENT AGENDA

Motion/Second to approve the June Consent Agenda by: Gotzian/Silverberg
Approved: Adams, Gotzian, Hassett and Silverberg
Opposed: None
Abstaining: None
Motion Carries

TREASURER’S REPORT

Treasurer Jones read the balance sheet.

| | |
|-----------------------------------|--------------------------------|
| General Fund: \$ 72,776.80 | Road & Bridge: \$ 634,217.13 |
| Fire: \$62,567.60 | Capital Reserve: \$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 05/31/2015 by: Adams/Hassett
Approved: Adams, Gotzian, Hassett and Silverberg
Opposed: None
Abstaining: None
Motion Carries

Mike Nielson suggested a policy be created where when the application was made for a plat, initial review funds be available through an escrow account.

Motion/Second to have Bob Ruppe draft a policy or ordinance, for initial escrow funds be deposited at the time of plat application by: Gotzian/Silverberg
Approved: Adams, Gotzian, Hassett and Silverberg
Opposed: None
Abstaining: None
Motion Carries

ANNOUNCEMENTS

Clerk Kimberly-Maas suggested the irrigation system be started for the season. Darryl Waletzko volunteered to get the system running.

LAST CALL FOR BUSINESS

Supervisor Silverberg asked if another Supervisor would be able to sit in on the Zimmerman Fire Board meeting, as he would be unavailable. It is scheduled for July 14th at 7PM. Chair Gotzian stated if he was able he would attend. No further business brought forth,

ADJOURNMENT

Motion/Second to adjourn the June Monthly Meeting at 9:17PM, on Wednesday, June 24, 2015:

Gotzian/Adams

Approved: Adams, Gotzian, Hassett and Silverberg

Abstaining: None

Opposed: None

Motion carried adjourning the June Monthly Meeting, on Wednesday, June 24, 2015 at 9:17PM.

Respectfully Submitted,
Brenda Kimberly-Maas
Orrock Township Clerk

Accepted this 29th day of July, 2015, by the Orrock Township Board of Supervisors.

Chairperson

Attest: _____
Town Clerk