



REGULAR MONTHLY
MEETING
WEDNESDAY OCTOBER 26, 2016 7:00PM

The Orrock Township Board met in regular session, on Wednesday October 26, 2016 at 7:00PM, at the Orrock Town Hall, 26401 – 180th St. NW, Big Lake, Minnesota. The meeting was called to order by Chair Gotzian and the Pledge of Allegiance was recited.

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

APPROVAL OF OCTOBER MEETING AGENDA – Request to move letters ‘a. Mystic Ridge Road Acceptance’ and ‘d. Unadopted Roads, Mystic Ridge and Shores of Eagle Lake’ under Roads to New Business.

Motion/Second to accept the October Agenda with changes by: Silverberg/Adams

Approved: Adams, Gotzian, Peterson and Silverberg

Opposed by: None

Abstaining: None

Motion Prevails

APPROVAL OF SEPTEMBER REGULAR MEETING MINUTES:

Motion/Second to approve September Regular Meeting Minutes, as presented by: Silverberg/Peterson

Approved: Adams, Gotzian, Peterson and Silverberg

Opposed by: None

Abstaining: None

Motion Prevails

ACCEPTANCE OF ANNUAL MEETING CONTINUATION MINUTES:

Motion/Second to accept Annual Meeting Continuation Meeting Minutes, as presented by:

Adams/Gotzian

Approved: Adams, Gotzian, Peterson and Silverberg

Opposed by: None

Abstaining: None

Motion Prevails

NEW BUSINESS:

SHERIFF’S REPORT – Commander Steve Doran was present to update the Board on calls for the month. Orrock Township generated 129 calls for service in September and October.

MYSTIC RIDGE LETTER OF CREDIT – Mike Nielson recommended the Letter of Credit be reduced to \$51,250. This amount takes into account the final wear course and remaining shouldering at the rate of 125% of those estimated costs.

Motion/Second to reduce Mystic Ridge Letter of Credit to the amount of \$51,250 by: Adams/Silverberg

Approved: Adams, Gotzian, Peterson and Silverberg

Opposed by: None

Abstaining: None

Motion Prevails

MYSTIC RIDGE ROADS –Greg Wersal, Developer of Mystic Ridge, was present to address the Board requesting the Board adopt the roads in Mystic Ridge. Mike Nielson recommended was against the adoption of the roads until the final lift and shouldering is done. The Board also is NOT in favor of adoption until this work is done and more homes are occupied in the development.

PLOWING OF UNADOPTED ROADS IN MYSTIC RIDGE AND SHORES OF EAGLE LAKE – Mystic Ridge and Shores of Eagle Lake have one occupied home in each development. The Town Attorney had prepared a one year Winter Maintenance Agreement between the Town and the Developers to plow the roads, at the Town’s expense. This agreement has language which ensures the Town is NOT accepting the roads by performing this work. Greg Wersal was amenable to the Agreement and Clerk Kimberly-Maas will offer the Agreement to Shores of Eagle Lake developer, Beverly Harvey, with Board approval. Nielson recommended the Board enter into the Agreement with Mystic Ridge.

Motion/Second to enter into a one year Winter Maintenance Agreement with Greg Wersal - Mystic Ridge development by: Gotzian/Silverberg
Approved: Adams, Gotzian, Peterson and Silverberg
Opposed: None
Abstaining: None
Motion Prevails

Motion/Second to offer/enter into a one year Winter Maintenance Agreement to Beverly Harvey – Shores of Eagle Lake development, if Beverly Harvey wishes to do so by: Adams/Gotzian
Approved: Adams, Gotzian, Peterson and Silverberg
Opposed by: None
Abstaining: None
Motion Prevails

VARIANCE REQUEST

Gibson – Lake Ann – Board deferred to the County having no concerns with the variance requests.

WINDSTREAM NOTICE TO DISCONTINUE CABLE SERVICE – The Board was given notice from Windstream of their plans to discontinue Cable service within the Township, beginning January 2017. There is no conflict with their Franchise Agreement.

NO ACTION REQUIRED

SPECIAL REQUEST POSITION/RESOLUTION – Chair Gotzian stated the Board occasionally has requests from residents to perform various tasks, which require administrative time and additional costs, for which only the requestor receives benefit. It is the Boards position, these costs should be reimbursed to the Township by the requestor. Resolution 20161026 was presented to address these types of situations, for future requests.

Motion/Second to adopt Resolution 20161026-2 Resolution Regarding Reimbursement to the Township for Costs and Expenses Incurred in Connection With Special Projects by: Gotzian/Peterson
Approved: Gotzian, Peterson and Silverberg
Opposed: Adams – noting he would have preferred more time to review the resolution
Abstaining: None
Motion Prevails

SHERBURNE COUNTY LAND RECORDS CONTRACT – Clerk Kimberly-Maas informed the Board of the new software being utilized by the County to allow for the Town to research land records. There is no cost to the Town to use the software. However a new contract is required to use the service. She asked for the Boards authorization to enter into this contract.

Motion/Second to enter into contract with Sherburne County Recorder’s Office for use of the RecordEASE software by: Peterson/Silverberg
Approved: Adams, Gotzian, Peterson and Silverberg
Opposed: None
Abstaining: None
Motion Prevails

ELECTIONS – Clerk Kimberly-Maas reminded the Board and Audience, General Elections to be held on Tuesday, November 8. Polls to be open 7AM – 8PM. She also requested funds to purchase meal items for the judges. Supervisor Silverberg stated he thought previous food costs were around \$75. Clerk Kimberly-Maas recalled the same.

Motion/Second to allow Clerk to purchase meal items for election day activities in the amount of \$75 by:
Silverberg/Peterson

Approved: Adams, Gotzian, Peterson and Silverberg

Opposed: None

Abstaining: None

Motion Prevails

GLORIA WARZECHA – Gloria asked to address the Board. She had been to a meeting earlier in the year looking for direction from the Board on whether they would perform an easement vacation, so she could build. The Board asked her to bring her plans to be reviewed, which she did for this meeting. The Board reviewed her plans and informed her to confer with Clerk Kimberly-Maas to get the documents necessary to proceed with the vacation. Clerk Kimberly-Maas will email Gloria the information she will need and the process which will be followed to perform the vacation.

OLD BUSINESS

PLOWING THRESHOLD – Research about neighboring township’s thresholds for initiating plowing showed the current 2” threshold is standard for the area. The Road Authority may dispatch equipment when conditions dictate additional service, as in the case of less than 2” but icy conditions exist.

233RD COOPERATIVE PLOW AGREEMENT – John Korzeniowski presented the Board with a ONE YEAR Winter Maintenance Cooperative Agreement, which would allow the Town to access and perform winter maintenance on 233rd Ave. through sections 35 and 36. This is the portion of the road to which the Town has no easement, no authority and no obligation to maintain the road and right of way. The agreement does NOT mean the Town will perform winter maintenance. It only gives the Town authorization to be on the road and perform the work. Supervisor Adams suggested the other road segments for which the Town has no easement be added to the Agreement. John and the Board agreed this would be in both parties best interest. Clerk Kimberly-Maas with communicate with John to get the additional road segments included in the Agreement. Resident Bob Hammer was present and requested to address the Board. Bob feels keeping the segment of 233rd Ave in question, passable and in good repair is important for emergency vehicle traffic. He is willing to assist the Town in acquiring the easements needed by writing to State Representatives. Resident David Westberg was also in attendance and relayed his story of nearly being run off the road when driving his tractor on it. He felt the lines needed to be repainted. The Board restated the Town has no jurisdiction over the road in sections 35 and 36. Any maintenance done to it at this point will need to be done by a State agency. John also stated if the Town does not obtain the road easements and the road stays in State hands, the resident who lives on the segment lying within sections 35/36 will need to obtain an easement to the road, to access their property. The Board reiterated it is not in the position of purchasing easements for the cost which they were quoted. Until another option becomes viable, the Board will not pursue purchasing the easements.

Motion/Second to enter into the modified Winter Maintenance Cooperative Agreement with the DNR by:
Adams/Silverberg

Approved: Adams, Gotzian , Peterson and Silverberg

Opposed by: None

Abstaining: None

Motion Prevails

Motion/Second to plow road segments for which the Town has entered into Agreement with DNR, for the 2016-17 snow season by: Adams/Silverberg

Approved: Adams, Gotzian , Peterson and Silverberg

Opposed by: None

Abstaining: None

Motion Prevails

WINTER CLOSURE OF 253RD AVE. NW – Clerk Kimberly-Maas found out the road MUST be barricaded if it is to be closed for the winter months. Discussion was made on types of barricades and their cost. The Board decided it would be less expensive to continue to plow the section of 253rd Ave. lying east of 180th St to the State Forest border.

NO FURTHER ACTION

FORD 1-TON - Eric was unable to look at the truck in October. He will get it in November.

LAKE ANN DRAIN GUARDS – The guards have been installed and seem to be working well. One resident felt they could be a tripping hazard. Pat O’Hern noted he did not see any such hazard while on his walks.

243RD AVE. FINAL PAY CLAIM - Mike Neilson presented and recommended the Board pay the Final Pay Claim for the work done on 243rd Ave. which began in 2015 and was completed in 2016.

Motion/Second to approve the 243rd Ave Project Final Claim by: Adams/Gotzian
Approved: Adams, Gotzian, Peterson and Silverberg
Opposed by: None
Abstaining: None
Motion Prevails

TREASURER’S BUSINESS

APPROVAL OF CONSENT AGENDA

Motion/Second to approve the Claims/Consent Agenda by: Gotzian /Silverberg
Approved: Adams, Gotzian, Peterson and Silverberg
Opposed by: None
Abstaining: None
Motion Prevails

TREASURER’S REPORT

Treasurer Jones reported the fund Balances as of September 30, 2016:

General Fund: \$ 61,360.58	Road & Bridge: \$ 295,983.96
Fire: \$ 71,967.05	Capital Reserve: \$139,373.35
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	Mystic Ridge: <\$1414.50>

Motion/Second to accept the Treasurer’s Report date ending 9/30/2016 by: Peterson/Silverberg
Approved: Adams, Gotzian, Peterson and Silverberg
Opposed by: None
Abstaining: None
Motion Prevails

ADJOURNMENT

Motion/Second to adjourn the October Monthly Meeting at 8:05PM, on Wednesday October 26, 2016 by: Silverberg/Gotzian
Approved: Adams, Gotzian, Peterson and Silverberg
Opposed by: None
Abstaining: None
Motion Prevails adjourning the October Monthly Meeting, on Wednesday October 26, 2016 at 8:05PM.

Respectfully Submitted,
Brenda Kimberly-Maas
Orrock Township Clerk

Accepted this 30th day of November 2016, by the Orrock Township Board of Supervisors.

Chairperson

Attest: _____
Town Clerk