



Regular Meeting  
Wednesday April 15, 2020- 7:00PM

The Orrock Township Board met in regular session, on Wednesday April 15, 2020, at the Orrock Town Hall, 26401 – 180th St. NW, Big Lake, Minnesota.

In attendance were Chair Corrie Silverberg, Supervisors Bryan Adams and Paul Ellinger and Clerk Brenda Kimberly-Maas. Also in attendance were Deputy Clerk Chris Weber, Darryl Waletzko – Town Contractor and three audience members. Tele-conferencing into the meeting were Treasurer Gary Goldsmith and Supervisor Bob Hassett and Town Engineers Mike Nielson and Kevin Kreuger. Absent was Supervisor Eric Peterson. Roll call was taken by Chair Silverberg.

A quorum was present, the meeting was called to order by Chair Silverberg, at 7:00PM and the Pledge of Allegiance to the United States of America was recited.

#### **Meeting Agenda Approval**

Motion/Second to accept the presented agenda by: Adams/Ellinger. In favor: Adams, Ellinger, Hassett & Silverberg. Opposed: none. Abstained: None.

Motion prevailed, and the meeting proceeded in accordance with the revised agenda.

#### **Approval of Meeting Minutes**

Motion/Second to approve the March Regular Minutes by: Ellinger/ Silverberg. In favor: Adams, Ellinger, Hassett & Silverberg. Opposed: none. Abstained: None. Motion Prevailed.

Motion/Second to approve the Local Board of Appeal and Equalization Meeting Minutes by: Adams/Ellinger In favor: Adams, Ellinger, Hassett & Silverberg. Opposed: none. Abstained: None. Motion Prevailed.

#### **Sheriff's Report**

No report was given

#### **Open Forum**

There were no open forum items.

#### **Clerk's Business**

##### **Smith IUP (Those Dyno Guys)**

Clerk Kimberly-Maas presented a request for IUP for Home Business in Accessory Building Motorcycle Repair & Machining on PID 35-019-1400, owned by Matthew and Jodi Smith (Those Dyno Guys). The Smiths are requesting to operate a motorcycle repair and machining shop. The property is zoned General Rural and operating a business from it requires an Interim Use Permit (IUP).

Supervisor Adams asked the Mr. Smith what type of work would be performed. Mr. Smith responded that he has a sound-proof booth that he uses for testing engines and stated that the upstairs of the building has a storage room and no bathroom.

The board recommended - with favorable comments - approval of the IUP, contingent upon meeting county requirements. Clerk Kimberly-Maas will type up the comments and send to the county.

### Spring Weight Limit Signs

Clerk Kimberly-Maas presented the quote from Newman for the Spring Weight Limit Signs. The cost for 55 signs and 35 green posts is \$2,540.00 and the quote for galvanized posts is \$2,955.34. Darryl's recommendation is to do a temporary install with sandbags rather than install with permanent posts. Darryl estimated that it would take 8 hours or approximately \$400 to install. The recommendation was to check with the sign company to see if they make temporary bases. Weight Limits are not enforceable on non-posted roads. Clerk Kimberly-Maas recommended that the board take an inventory on what signs would be necessary when they do the road tour. Darryl's opinion is that cut across on 241<sup>st</sup> and 243<sup>rd</sup> are the only roads that need signs, as the other roads are dead end roads and noted that all roads going into state land are marked. Supervisor Ellinger questioned the need to put the time, money and energy into putting up, taking down and storing the signs. Brenda stated that it's good prevention and Darryl stated that road restrictions would be enforceable. Mike Nielson is of the opinion that posting road restrictions is money well spent – especially the low land and wetland areas. Darryl Waletzko and Supervisor Adams will go out identify and map which roads will need signs and report back to the board. Brenda will laminate maps and will check with the sign company to see if they sell temporary bases.

### Agreement Reviews

- On-Call Maintenance Agreement
  - Supervisor Ellinger presented the On-Call Maintenance Contract for Darryl Waletzko, LLC. The dates were changed and the contract was discussed with Darryl. Supervisor Adams had asked if the cost of materials is included in the contract rate and the board recommended that the reimbursement rate will be changed to be \$45 per hour + cost of materials.

Motion/Second to approve the On-Call Maintenance Agreement for Darryl Waletzko, LLC with changes by Ellinger/Adams. In favor: Adams, Ellinger, Hassett & Silverberg. Opposed: none. Abstained: None. Motion Prevailed.

- Dog Catcher Agreement
  - Supervisor Ellinger presented the North Metro Animal Care and Control Standard Animal Impound Services Contract. This draft is a combination of the township's original contract and the vendor-supplied contract. Supervisor Ellinger suggested that the contract be sent to North Metro Animal Care for review prior to board approval. Deputy Clerk Weber will send the contract to North Metro Animal Care for approval prior to the May board meeting.

Motion/Second to table the Dog Catcher Agreement until May by: Ellinger/Silverberg. In favor: Adams, Ellinger, Hassett & Silverberg. Opposed: none. Abstained: None. Motion Prevailed.

### Roads

#### 2020 Road Bids Review

Mike Nielson presented the six road bids that were opened and read on March 23, 2020. The low bidder was OMG Midwest, Inc. dba MN Paving and Material with a grand total amount of \$453,401.45 and was under the WSB project estimate of \$474,371.00. Mike recommended that the board award the 2020 road projects to OMG Midwest and confirmed that the bid was for projects 1, 2 and 3.

Mike Nielson recommended that the board consider completing the reclamation project on the Orrock Township portion of the 255<sup>th</sup> Street project that Livonia Township is overlaying this year. He also stated that Orrock Township's portion of 255<sup>th</sup> Street is in worst shape than Livonia Township's section. This project was originally scheduled to be completed in 2021. His recommendation is to complete the reclamation project at the contractor estimated cost of \$70,000 and recommended adding \$500-\$1,000 to the estimate for traffic control. Supervisor Hassett asked if the

township would have to pay for mobilization, which was included in the estimate, and Mike confirmed that the township would have to pay for mobilization.

Supervisor Hassett asked if Orrock Township could use Livonia's contractors if their pricing was good. Mike Nielson stated that Livonia Township's engineer did not want to get pricing for mobilization and his opinion was the township has more control over the project (insurance and warranty) if the township uses their own contractor. Supervisor Adams stated that he had discussed the project with Livonia Township's engineer and the consensus was that it would be best to work with Orrock Township's own contractor as Livonia Township uses different specs than Orrock Township. Supervisor Ellinger confirmed with Mike Nielson that the estimated project costs were provided by OMB Midwest

Treasurer Goldsmith stated that the township has \$20,000 in 2020 revenue that is not budgeted for and that there is also another \$28,000 in savings from the bid vs. original budget for road projects. This would mean that approximately \$23,000 would need to come out of the reserve fund to complete the project.

Motion/Second to accept the OMG Midwest 2020 Road Project bid with a change order in the amount of \$71,000 to add the 255<sup>th</sup> Street Project by Hassett/Adams. In favor: Adams, Ellinger, Hassett & Silverberg. Opposed: none. Abstained: None. Motion Prevailed.

### **Supervisor Updates / Committee Reports**

Supervisor Adams noted that the board should schedule the road tour. The board scheduled the road tour road tour for April 29<sup>th</sup> at 9AM. The tour will leave caravan style from the town hall.

Mike Nielson had suggested, due to the low oil costs and possible stimulus money, that the township get bids for next year's projects.

Supervisor Adams had asked when the road grading will be completed. Chair Silverberg stated that Livonia Township will grade, but their grader is being repaired. He also stated that Livonia Township will be sending a price estimate for grading. Darryl Waletzko needs to put the Class 5 down prior to road grading being completed. Corrie will reach out to Butch from Livonia Township to confirm the timing of the project.

Supervisor Ellinger reported that he attended the ZLFD Board Meeting on April 14. The fire department is progressing with the bonds and Zimmerman and Livonia Townships are developing a "financial agreement" for the new Fire Station/Community Center.

Supervisor Hassett stated that WSB sent him the electronic file of the sign database spreadsheet and that he will present the spreadsheet, along with a list of signs that need to be replaced, at next month's meeting.

Chair Silverberg stated that the Big Lake Fire Board has put a Sub-Station Task Force together to pursue the possibility of a fire sub-station. He also noted that a sub-station will not provide any insurance savings to Orrock Township residents. The project is being pushed by the City of Big Lake. Corrie will attend the next meeting to gather information.

### **Treasurer's Business**

#### **Claims Approval – Routine, Individual and Payroll**

Claims and payroll were electronically sent to the Board for review and were available for public review during the meeting.

#### **Routine Claims**

Motion/Second to approve routine claims by: Hassett/Adams. In favor: Adams, Ellinger, Hassett & Silverberg. Opposed: none. Abstained: None. Motion Prevailed.

#### **Payroll Claims – April 2020**

Treasurer Goldsmith presented the Board with the payroll claims for the month of April.

Motion/Second to approve payroll claims by: Silverberg/Ellinger. In favor: Adams, Ellinger, Hassett & Silverberg. Opposed: none. Abstained: None. Motion Prevailed.

### **Treasurer's Report**

Town Funds balances as of March 31, 2020:

General Fund:	\$92,344.79	Road & Bridge:	\$826,535.29
Fire:	\$53,382.90	Capital Reserve:	\$195,373.68

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State Park Roads: (\$7,621.75) The last reimbursement reports have been submitted for this fund.

All escrows are unchanged

Motion/Second to accept the Treasurer’s Report date ending 03/31/2020 by: Adams/Ellinger. Approved by: Adams, Ellinger, Hassett and Silverberg. Opposed: None. Abstained: None. Motion Carried.

Cash Control Statement

Treasurer Goldsmith presented the Board with the Cash Control statement. Ending cash balance after reconciling the books with the bank statements: \$ 1,305,108.29. Total interest received for the month was \$1,628.97. This amount included 4M fund balance information.

Motion/Second to accept the March Cash Control Statement: Silverberg/Adams. Approved by: Adams, Ellinger, Hassett and Silverberg. Opposed: None. Abstained: None. Motion Carried.

Investment Update

Treasurer Goldsmith reported that one CD rolled over and the interest earned was \$847.67.

Announcements

Clerk Kimberly-Maas announced:

- 2020 Recycle Date is still planned for Sat. May 16th 8AM-1PM @ Big Lake Township Maintenance Facility. Monticello is having their recycle date on April 25 and if that event is not profitable, the vendor will consider cancelling our Recycle Day. Supervisor Ellinger and Chair Silverberg volunteered to assist at the recycling event.
- The township has a microwave in the shed that can be taken to recycle day. Treasurer Goldsmith noted that he had been taking metal and appliances to the recycling place in Monticello prior to COVID-19.

Supervisor Ellinger stated that ZLFD had not received the fire reimbursement check from Orrock Township. Treasurer Goldsmith report that the ZLFD check had been issued but had not cleared and bank. Gary will follow up with ZLFD.

Adjournment

Motion/Second to adjourn regular meeting by: Silverberg/Adams. In favor: Adams, Ellinger, Hassett & Silverberg. Opposed: none. Abstained: None.

Motion Passed, adjourning the Regular Monthly Meeting, on Wednesday April 15, 2020 at 8:15PM.

Respectfully Submitted,  
Chris Weber  
Town of Orrock, Deputy Clerk

Accepted this 20<sup>th</sup> day of May 2020 by the Orrock Township Board of Supervisors.

\_\_\_\_\_  
Corrie Silverberg, Chair

Attest: \_\_\_\_\_  
Brenda Kimberly-Maas, Town Clerk