



Regular Meeting
Wednesday December 28, 2022 - 7:00PM

The Orrock Township Board met in regular session, on Wednesday December 28, 2022 at the Orrock Town Hall, 26401 180th St. NW, Big Lake, Minnesota.

In attendance were Chair Bryan Adams, Supervisors Paul Ellinger, Gregg Felber, Gary Goldsmith, Bob Hassett, Treasurer Janine Arnold and Clerk Chris Weber. Also, in attendance were Sergeant Austin Turner, Town Contractor Darryl Waletzko, four audience members and the Patriot News.

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

Meeting Agenda Approval

Motion/Second to accept the December meeting agenda by: Ellinger/Felber. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Absent: None.

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

Approval of Meeting Minutes

Motion/Second to approve the November Regular Meeting Minutes by: Ellinger/Hassett. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Absent: None. Motion Prevailed.

Sheriff's Report

Sergeant Austin Turner reported that there were 68 traffic stops in November 2022 and 77 in November 2021. Crashes have doubled and that is a county-wide issue. Security checks are up. There was a small burglary at a house and a rollover crash on 233rd Avenue NW.

Outgoing Supervisors

Chair Adams thanked Supervisor Hassett for his eight years of service and congratulated Supervisor Felber for being elected as county commissioner.

Open Forum

None

Regular Business

Zimmerman Livonia Fire Contract

The Zimmerman Livonia Fire board has reviewed the contract. Ryan Maloney and Kevin Hiller, representing the ZLFD fire board, requested a couple of changes to the ZLFD contract. They requested a change in the calculation year for net tax capacity to be the most recent date that we would have for calculating the levy for a given year. Paragraph 2a would be changed to read "For the calculations described in this section, the net tax capacity used to determine the payment for services in a given year is the net tax capacity on which taxes payable in the year prior is based. For example, for payments for services in 2023, the net tax capacity used will be the net tax capacity for taxes payable in 2022." This change in net tax capacity year that is used in the calculation is consistent with the BLFD fire contract. They also

requested that the sentence "Any possible errors in payments or calculations prior to January 1, 2023 are waived" be removed from paragraph 9. Supervisor Goldsmith stated that he feel that both changes are acceptable to him.

Motion/Second to approve the Fire Service Contract between Zimmerman/Livonia Fire District and Orrock Township with the proposed changes by: Goldsmith/Felber. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Absent: None. Motion Prevailed

MATIT Insurance Renewal Estimate

Clerk Weber presented the 2023 MATIT insurance renewal estimate to the board. The 2021-2022 insurance cost was \$2,917.00. The estimated 2023 renewal rate is \$3,064.00. The insurance effective date is March 1, 2023. The policy renewal has a \$2,500 deductible on personal property and buildings, which is the same as previous years. Any changes in coverage amounts, scheduled values, deductibles or bond coverage bonds must be made by January 15, 2023.

Motion/Second to accept the 2023 MATIT insurance renewal with existing coverages by: Goldsmith/Adams. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Absent: None. Motion Prevailed

Call for Local Board of Appeal and Equalization Meeting

Clerk Weber asked the board to call for the Local Board of Appeal and Equalization meeting to be held on Wednesday, April 12, 2023 at 4PM.

Motion/Second to call for the Local Board of Appeal and Equalization meeting on Wednesday, April 12, 2023 at 4PM by: Felber/Hassett. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Couri & Ruppe 2023 Legal Service Rate

Clerk Weber told the board that, effective January 1, 2023, Couri & Ruppe's hourly rate will be increasing to \$250 for all general legal work and to \$275 per hour for all development work. The 2022 hourly rates were \$230 and \$250 respectively.

Motion/Second to continue to use the legal services of Couri & Ruppe and accept the 2023 Couri & Ruppe Legal Services Rates by: Ellinger/Hassett. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Roads

2023 Road Projects

Chair Adams presented Kevin Kruger's recommendations for the 2023 road projects. The WSB opinion for probable cost is approximately \$429,142.93 which includes \$45,979.60 in engineering fees. The following roads are schedule for overlays: 174th ST NW from 229th Ave NW to 232nd Ave NW, 232nd Ave NW from 174th St. NW to 169th St. NW, 235th Ave NW from CR 15 to 162nd St. NW, 163rd St NW from Cul-de-sac to 235th Ave NW, 162nd St. from 235th Ave NW to DNR Road and 238th Ave NW from Cul-de-sac to 162nd St. NW. The bid opening date is scheduled for January 23, 2023. Supervisor Hassett requested that segment numbers be included on future road project maps.

Motion/Second to approve the project manual and authorize WSB to advertise for bids for the 2023 road projects by: Hassett/Ellinger. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Motion Prevailed

Supervisor Updates / Committee Reports

Chair Adams told the board that he had called our state representative and senator regarding dispersed camping. They are meeting with the DNR the first week of January.

Chair Adams reported that the department of transportation is using the ice breakers. He has not been able to contact the company that sells the ice breakers. Darryl Waletzko will meet with Chair Adams to discuss the possible use of a brine system.

Chair Adams told the board that the 183rd cul-de-sac leading into Shores of Eagle Lake was designed as an emergency access to the Shores of Eagle Lake and it was blocked off due to complaints. Adams ask the board if they would want to re-build that road and remove the barriers. The road is currently not wide enough to use as a road.

Supervisor Felber's opinion is that the town should remove the barriers and re-build the road. Supervisor Hassett asked if the road should be a priority. Supervisor Goldsmith suggested that Kevin Kruger estimate the project. Supervisor Ellinger is concerned that there are other roads that should take a higher priority and that the township would be spending money on an area that the board has not received any direct complaints about.

Motion by Felber to have Kevin Kruger estimate the costs for re-building that section of road. After further board discussion, the motion failed for lack of second. The board will discuss this with Kevin Kruger at the January meeting.

Supervisor Ellinger - None

Supervisor Felber told the board that he would like the board to know that the ability for a supervisor attend meetings remotely is an option with certain guideline requirements.

Supervisor Goldsmith stated that he would like to have input from those that are using ice breakers before the board makes any decision on the purchase of an ice breaker. The board agreed that there needs to be much more research on the use of ice breakers.

Supervisor Hassett asked if the township had any issues with Dominion voting machines on election day. Clerk Weber replied that there were no issues.

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 prior to and during the meeting.

Routine Claims

Treasurer Arnold presented the board with routine claims in the amount of \$43,300.96.

Motion/Second to approve routine claims in the amount of \$43,300.96 by: Goldsmith/Ellinger. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Absent: None. Motion Prevailed.
These claims will be retained as a part of the Official Minutes, which are available in the Clerk's Office.

Supplemental Claims

Treasurer Arnold presented to the board supplemental claims in the amount of \$86,720.45, which included a claim in the amount of \$86,225.55 from Sherburne County for the 180th Street rebuild project costs and a claim from M-R Sign Company in the amount of \$494.90 for the purchase of a road barricade and road closed sign.

Motion/Second to approve the supplemental claim in the amount of \$86,720.45 by: Goldsmith/Hassett. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Absent: None. Motion Prevailed.
These claims will be retained as a part of the Official Minutes, which are available in the Clerk's Office.

Payroll Claims – December 2022

Treasurer Arnold presented to the board the December payroll claims in the amount of \$3,116.55.

Motion/Second to approve the December payroll claims in the amount of \$3,116.55 by: Ellinger/Hassett. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Absent: None. Motion Prevailed.

These payroll claims will be retained as a part of the Official Minutes, which are available in the Clerk's Office.

Cash Control Statement

Treasurer Arnold presented to the Board the Cash Control statement. Ending cash balance after reconciling the books with the bank and 4M statements: \$ 1,956,749.86.

Motion/Second to accept the November Cash Control Statement by: Goldsmith/Felber. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Absent: None. Motion Prevailed.
Financial Reports are retained as part of the Official Minutes, which are available in the Clerk's Office.

Investment Update

On November 30, 2022 the Sherburne State Bank Checking account was earning 1.41%, the Sherburne State Bank Debit Checking account was earning 1.41%, the money market account was earning 2.23%, the current CD was earning 0.60%, and the 4M fund was earning 3.45%.

Investment Funds Transfers

Treasurer Arnold told the board that, at the November meeting, the board authorized the transfer of \$700,000 of which \$250,000 is from checking and the remainder from the money market account into the 4M fund. Supervisor Goldsmith contacted Sherburne State Bank requesting a review of the money market interest rate. The bank increased the money market rate to 3.565%. The 4M fund is earning 3.477%. Because Sherburne State Bank increased the rate on the money market account, the board-directed transfer was not made.

Motion/Second to ratify and approve the treasurer’s deferral of the transfer of funds as directed in November by Goldsmith/Ellinger. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Absent: None. Motion Prevailed.

Motion/Second to direct the treasurer to transfer \$600,000 from the checking account to the money market account by: Goldsmith/Ellinger. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Absent: None. Motion Prevailed.

The CD renews on January 21st with a 10-day grace period for renewal or withdrawal. The board will review the renewal rate at their January 25th meeting and make any changes to where those funds are held at that meeting.

Treasurer’s Report

Town Funds balances as of November 30, 2022:

General Fund:	\$110,132.53	Road & Bridge:	\$ 1,031,871.91
Fire:	\$103,137.00	Capital Reserve:	\$ 212,291.68
ARPA Fund:	\$362,504.88	Driveway Escrows:	\$ 18,000.00
SOEL Escrow:	\$25,325.41	Pine Crest Estates Escrow:	\$ 3,962.56

All remaining escrows are unchanged.

Motion/Second to accept the Treasurer’s Report date ending 11/30/2022 by: Hassett/Ellinger. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Absent: None. Motion Prevailed.

Financial Reports are retained as part of the Official Minutes, which are available in the Clerk’s Office.

Report of Electronic Transfer

Treasurer Arnold presented a memo documenting a transfer that was made in December. \$1,000 was transferred from the Sherburne State Bank money market to Sherburne State Bank debit card account to replenish the debit card account and to keep the money market account in active status. Without this transfer, the money market account would have gone dormant on December 23rd. The Finance Committee was notified and a transfer into the debt card account was made as allowed under Resolution 2022-11 Resolution Authorizing the Use of Debit Cards and Establishing a Credit Card Policy. No action is needed.

Lock on Shed

Clerk Weber told the board that she would like to have the lock on the shed changed as a precautionary measure. Supervisor Goldsmith recommended that a keypad lock be installed.

Motion/Second to authorize the town general services contractor to order and install a keypad lock at a cost not to exceed \$500 by: Goldsmith/Adams. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Absent: None. Motion Prevailed.

Announcements

Clerk Weber Announced:

- January Board Meeting – Wednesday, January 25th @ 7PM – Orrock Town Hall
- Sherburne County SCAT Meeting – Wednesday, January 4th – Meal at 6PM, meeting at 7PM – Sherburne History Center – Orrock Township to provide the meal
- Joint Community Meeting – Thursday, January 19th @ 6PM – Big Lake City Council Chambers
- District 7 MAT Meeting and Election – January 31st @ 8PM – Corinna Townhall
- Township Day at the Capitol – February 1st and 2nd - \$100 registration

Adjournment

Motion/Second to adjourn the regular meeting by: Goldsmith/Adams. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Absent: None. Motion Passed, adjourning the Regular Monthly on Wednesday December 28, 2022 at 8:03PM.

Respectfully Submitted,
Chris Weber
Town of Orrock, Clerk

Accepted this 25th day of January 2023 by the Orrock Township Board of Supervisors.

Bryan Adams, Chair

Attest: _____
Chris Weber, Town Clerk