



Special Meeting
Wednesday, April 5, 2023 – 5:00PM

The Orrock Township Board met in a special session, on Wednesday April 5, 2023 at 5:00pm, at the Orrock Town Hall, 26401 180th St. NW, Big Lake, Minnesota.

In attendance were Chair Bryan Adams, Supervisors Paul Ellinger, Anne Felber, Gary Goldsmith, Treasurer Janine Arnold and Clerk Chris Weber. One audience member was present.

A quorum was present, the meeting was called to order by Chair Adams, at 5:00PM and the Pledge of Allegiance to the United States of America was recited.

Meeting Agenda Approval

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

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

Snow Removal RFP Business

Snow Removal RFP – Discuss/Action

Chair Adams presented the snow removal RFP and contract for board consideration. Two versions of the proposal submission form were presented for board consideration. Supervisor Felber questioned item X in the snow removal policy, which states that the Township is not responsible for damage to mailboxes or posts and noted that it is inconsistent with the mailbox policy. The policy was referred to the policy committee for further review.

The RFP will be published in the Patriot News and Elk River Star News on April 15th and will be posted on the website and posting boards immediately.

Motion/Second to publish and post the Snow Removal RFP with version 2 of the proposal submittal form included in the requests for proposals by: Goldsmith/Adams. In favor: Adams, Ellinger, Felber and Goldsmith. Opposed: None. Abstained: None.

Town Hall Rebuild Business

Negen Architects Proposal and Updated Drawing – Discuss/Action

Chair Adams presented the revised Negen Associates proposal for architectural services and the updated drawing to the board. The basic architect services fee proposal is a lump sum of \$22,500, plus reimbursable expenses. There was some disappointment that the fees were only decreased \$800 from the original proposal. Supervisor Goldsmith stated that he has been happy with the architect's work and that the architect understands our needs.

Motion/Second to accept the Negen Architects proposal and direct the clerk to finalize the contract with Negen Associates and have the chair sign the contract by: Goldsmith/Adams. In favor: Adams, Ellinger, Felber and Goldsmith. Opposed: None. Abstained: None.

Applications for Variance – Discuss/Action

Clerk Weber told the board that the fee to apply for three variances for the town hall building is \$1,038.00. Three variances will be required as there is a 100-foot setback to the road centerline and 100-foot setbacks to the Refuge north and east of the property.

Motion/Second to apply for the three variances by: Ellinger/Adams. In favor: Adams, Ellinger, Felber and Goldsmith. Opposed: None. Abstained: None.

Clerk Weber presented the comment forms for the three variance requests. The board recommended approval of the variance requests. The clerk will submit the comments with the variance applications.

Temporary Office/Meeting/Storage Space - Update

Clerk Weber told the board that MATIT will cover Orrock Township's personal property while secured in the township storage shed, as well as a separately locked room in the Big Lake Town Hall and a rented office space.

Zimmerman City Hall has office and storage space in their lower level that can be used free of charge. Big Lake Township has space for storage of files and items can be stored in the storage shed. Clerk Weber spoke with Chief Ryan Maloney of the Zimmerman Livonia fire department regarding the use of the ZLFD fire hall meeting room for monthly board meetings. The use of the meeting room is going to be on the April fire board meeting agenda. Chief Maloney had stated that the overall consensus was to approve the use of the space.

There is concern about the demolition of the property. Clerk Weber will reach out to Zach Kurth to see if he can meet with the building committee to discuss demolition of the building.

Treasurer's Business

Claim for Sherburne County Variance Applications

Treasurer Arnold presented a claim in the amount of \$1,038.00 payable to Sherburne County Planning and Zoning for the application fee for three variances.

Motion/Second to approve the claim in the amount of \$1,038.00 payable to Sherburne County Planning and Zoning for three variance applications by: Ellinger/Goldsmith. In favor: Adams, Ellinger, Felber and Goldsmith. Opposed: None. Abstained: None.

Announcements

- April Board Meeting – Wednesday, April 26th @ 7PM
- SCAT Meeting – Wednesday, April 5th @ 7PM (Dinner @ 6PM), at the Sherburne History Center
- Local Board of Appeal and Equalization – Wednesday, April 12th @4PM, Town Hall

Adjournment

Motion/Second to adjourn the special meeting by: Goldsmith/Adams. In favor: Adams, Ellinger, Felber and Goldsmith. Opposed: None. Abstained: None. Motion Passed, adjourning the Special Meeting, on Wednesday April 5, 2023 at 5:26PM.

Respectfully Submitted,
Chris Weber
Town of Orrock, Clerk

Accepted this 26th day of April 2023 by the Orrock Township Board of Supervisors.

Bryan Adams, Chair

Attest: _____
Chris Weber, Town Clerk