



Regular Meeting  
Wednesday March 27, 2024 - 7:00PM

The Orrock Township Board met in regular session, on Wednesday March 27, 2024 at 7PM 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, Bob Hassett, Treasurer Janine Arnold and Clerk Chris Weber. Also, in attendance were Sergeant Derek Barrett, six 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**

Chair Adams asked to add item 7K Consent Agenda.

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

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

#### **Approval of Consent Agenda**

##### **Treasurer's Consent Items**

All treasurer's items were electronically sent to the Board for review and were available for public review during the meeting.

##### A. Routine Claims

The amount of March routine claims was \$37,786.40.

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

##### B. Payroll Claims – March 2024

The March regular payroll claims were in the amount of \$2,636.82.

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

##### C. Payroll Claims – Election Judge

The March election judge payroll claims were in the amount of \$2,108.00.

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

##### D. Cash Control Statement

Ending cash balance after reconciling the books with the bank statements: \$ 1,558,990.90. This amount included 4M fund balance.

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

E. Investment Update

As of February 29, 2024, the Sherburne State Bank Checking was earning 1.09%, the Sherburne State Bank Debit Card Checking earned 1.08%, the money market account was earning 5.12%, the CD was earning 3.938%, and the 4M fund was earning 5.2263%.

F. Treasurer's Report

Town Funds balances as of February 29, 2024:

General Fund:	\$193,841.59	Road & Bridge:	\$ 1,016,385.65
Fire:	\$ 64,112.80	Capital Reserve:	\$ 84,701.22
ARPA Fund:	\$ 0.00	Driveway Escrows:	\$ 15,000.00
Pine Crest Estates Escrow	\$ 2,077.56	SOEL Escrow:	\$ 24,394.91

All remaining escrows are unchanged.

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

G. Report of February Sherburne State Bank Securities Pledge Validation

Treasurer Arnold transmitted to the board electronically the Report of February Sherburne State Bank Securities Pledge Validation to the board. The required pledge amount was \$1,045,957.98 The securities pledge amount was \$1,614,238.26 which was \$568,280.08 over the required pledge amount.

*This report will be retained as part of the Official Minutes, which are available in the Clerk's Office.*

Motion/Second to approve the Consent Agenda Items listed above and as presented to the board by: Goldsmith/Felber. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None.

**Regular Meeting Agenda**

**Sheriff's Report**

Sergeant Derek Barrett reported that there were 75 traffic stops in Orrock Township in February of 2024, compared to 61 traffic stops in February of 2023. There were vehicles broken into at the Ann Lake day use and the trail head parking lots. Ditches are closed to Class 1 ATV's from April 1-August 1.

**Open Forum**

Cindy Krause-Rosnow - 14610 247<sup>th</sup> Ave NW, Zimmerman MN– asked if there is a dog ordinance in Orrock Township. Orrock Township has a dog ordinance and a copy was provided to Ms. Rosnow. The clerk will re-send the ordinance to the county.

Brad Rosnow – 14610 247<sup>th</sup> Ave NW, Zimmerman, MN asked if there was an ordinance regarding the training of dogs. Mr. Rosnow was told to reach out to the county as that would be a county ordinance.

**Approval of Meeting Minutes**

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

**Regular Business**

**Presentation of Draft Annual Meeting Minutes**

Clerk Weber presented the March 12, 2024 Draft Annual Meeting Minutes for board review.

**Zach and Crysta Kurth - Application for Interim Use Permit for Home Business in Accessory Building – Salon**

Zach and Crysta Kurth are applying for an Interim Use Permit to operate a Home Business in an Accessory Building at 17454 253<sup>rd</sup> Avenue NW in Orrock Township. They are proposing to operate a salon inside the accessory building. They received permission from the DNR to use the road.

The board recommended approval of the Interim Use Permit provided all county requirements are met. Clerk Weber will send the comments to the county.

Sherburne County Draft Floodplain Ordinance

The Sherburne County Planning and Zoning Department is starting the process of updating the County Zoning Ordinance in light of the completion of the Comprehensive Land Use Plan. Sherburne County is starting this process by updating state mandated ordinances, like Shoreland, Floodplain and Subsurface Sewage Treatment System (SSTS). The Planning and Zoning Department administers the floodplain ordinance for the townships excluding Baldwin and Becker.

The current floodplain ordinance came into effect in 1981, and since its adoption it has only had a handful of amendments over the past 43 years. In 2022, the MN DNR made significant updates to the State’s model floodplain ordinance and are encouraging local units of government to adopt the most recent version.

The board agrees with the proposed ordinance and respects the county’s approach.

Sherburne County Draft Shoreland Overlay District Ordinance

The Sherburne County Planning and Zoning Department is starting the process of updating the County Zoning Ordinance in light of the completion of the Comprehensive Land Use Plan. The county is starting this process by updating state mandated ordinances, like Shoreland, Floodplain and Subsurface Sewage Treatment System (SSTS).

The Sherburne County Shoreland Ordinance came into effect in 1971. The county administers the shoreland ordinance for all the townships excluding Baldwin Township. Although there have been amendments to the shoreland ordinance over the years, this will be a complete rewrite to better align with the State’s model ordinance.

The board agrees with the proposed ordinance and respects the county’s approach.

2023 August through December 2023 Year-End Zoning Violations Report

Clerk Weber presented the Sherburne County End-of-Year Violation Report for Orrock Township to the board.

Elections Recap

Clerk Weber reported that 345 people voted in person at the PNP primary election. The election judges and many voters has positive remarks regarding the town hall. The election went smoothly and voters and elections judges appreciated the extra space, which will be much needed in November. Clerk Weber stated that she has a great group of election judges and thanked them for their service.

Weber reported that she will be completing the PNP Reimbursement paperwork.

Purchase of Table for Additional Voting Booth Setup

The township has 12 voting booths and 8 tabletop voting booths available for elections. Clerk Weber would like to be able to set up as many voting booths as possible for the November election to keep the flow moving throughout the day. Weber requested that the board approve the purchase of 4 adjustable height folding tables so that the tabletop voting booths can be used.

Motion/Second authorize the clerk to purchase 4 adjustable height tables at cost not to exceed \$1,000.00 by: Goldsmith/Hassett. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Town Hall Septic Permit Application Report

In November 2021, Custom Septic perform a compliance inspection on the town hall septic. The report showed that the tank had a crack. A new 1,250-gallon septic tank was installed. There are two 60-foot Type I trenches serving as the drain field. The system is designed to handle 260 gallons per day. Supervisor Goldsmith stated that he reviewed the materials and a standard toilet uses approximately one gallon per flush and that he did not see any need for any action on this item. Chair Adams agreed due to the amount of usage and stated that the bigger concern is whether or not the septic is used enough to keep the bacteria alive in the septic tank. Supervisor Felber asked that the updating of the septic

be considered prior to completing the landscaping as she is hoping that the town hall is used by residents. Supervisor Goldsmith stated that the board is considering native landscaping that adding onto the septic at this point would be premature.

#### Town Hall Landscaping

At the March town annual meeting, the electorate recommended that the board install low maintenance, natural landscaping. Supervisor Goldsmith requested to have Darryl Waletzko provide a quote for installing rock around the perimeter of the building. Goldsmith stated that he would prefer to have non-irrigated no-mow type grass. The clerk will reach out to Prairie Restorations for landscaping ideas. The clerk will contact Darryl Waletzko to have him provide a quote for purchasing and installing fence panels on the northwest side of the building that faces the road to conceal outside utilities.

#### Posting of Meeting Videos Online

Supervisor Felber stated that posting of meeting videos online was brought up the annual meeting and that this is the number one question that she gets when she sees people in public and believes that the board should provide the capability to view the meeting videos online. Felber stated that is it not about the video, it is about the audio so that people can hear the context of the meeting. Supervisor Ellinger stated that when this was brought up before, he watched videos from other cities and he has a concern with the quality of the video and audio that would be shown. Those that show the videos on their websites have multiple cameras set up and a podium for the open forum items. Supervisor Felber stated that something is better than nothing and that perfection is not required. Supervisor Goldsmith stated that he is not prepared to vote in favor of posting videos at this point and encouraged Supervisor Felber to ask people to contact the clerk with their concerns so that the concerns can be documented. However, Goldsmith stated that he is not necessarily ruling out the possibility of posting the videos online. Supervisor Felber stated that residents should be allowed to address their concerns with her.

Motion to have videos available for the citizens for transparency and to provide them with information that they deserve by: Felber. Motion failed for lack of second.

#### Consent Agenda

Chair Adams stated that he is not comfortable with the treasurer's report and the cash control statement being included in the consent agenda and would like to have those items moved back to the regular agenda so that the public can view those items at the meeting. Supervisor Goldsmith stated that when he was the treasurer, he provided a quick overview and did not read the detailed numbers. Supervisors Goldsmith also stated that any member can remove an item from the consent agenda for further discussion. Supervisor Felber stated the board should considering publishing the treasurer's consent agenda items with the published meeting package and leave those items in the consent agenda. Supervisor Ellinger stated that he believes that the people that attend the meeting are entitled to see the information on the screen at the meeting and that it is important to show the treasurer's report, cash control statement and the securities pledge validation at the meeting under treasurer's business as those items warrant more presentation time at the meeting.

Motion/Second to move the cash control statement, treasurer's report and securities pledge items to treasurer's business by Adams/Ellinger. In favor: Adams, Ellinger, and Hassett. Opposed: Felber, Goldsmith. Abstained: None. Motion Prevailed.

#### Roads

##### Sinkhole on 251<sup>st</sup> Avenue NE– Discuss/Action

In August of 2023, Bryan Adams had inspected the area on 251<sup>st</sup> and reported to the board that had he had reviewed the site and did not see that area was an issue that warranted repair. On March 15, 2024, Supervisor Hassett reviewed the site with Darryl. There is a significant crack forming at that site. The recommendation is to have Darryl Waletzko do exploratory work on the sinkhole. Supervisor Goldsmith recommended that there be a cap on the exploratory work in the amount \$1,000.00.

Motion/Second to authorize Darryl Waletzko to perform exploratory work on the sinkhole at a maximum cost of \$1,000.00 by: Hassett/Adams. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Road Tour

The board scheduled the Spring Road Tour for Wednesday, April 17th at 9AM. Attendees will meet at town hall at 9AM.

Supervisor Updates / Committee Reports

Supervisor Adams – None

Supervisor Ellinger – None

Supervisor Felber – Attended Big Lake Chamber of Commerce event. Attended a Treaty Day Celebration at the Mille Lacs Band of Ojibwe. As an elected official the citizens have a right to go to her about any concerns that they have.

Supervisor Goldsmith – None

Supervisor Hassett – asked about the conflicts that are going on at MAT (Minnesota Association of Townships).

Treasurer’s Business

Treasurer Arnold told the board that the CD maturity date is May 21, 2024. The board directed Treasurer Arnold to pursue CD options for presentation at the April meeting.

Treasurer Arnold asked the board to authorize the transfer of \$1,500.00 from the money market to the debit card and \$50,000.00 from the money market account to the checking account.

Motion/Second to authorize the transfer of \$1,500.00 from the money market account to the debit card account and \$50,000.00 from the money market account to the checking account by: Ellinger/Goldsmith. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Clerk Weber reported that the audit is in process and the field audit is scheduled for May 15<sup>th</sup>. The ARPA report will be completed in April.

Announcements

Clerk Weber Announced:

- April Board Meeting – Wednesday, April 24th @ 7PM
- Local Board of Appeal and Equalization Meeting – Wednesday, April 10th @ 4PM
- SCAT Meeting – Wednesday, April 17th @ 7PM (Dinner @6PM), Sherburne History Center
- Recycle Day – Saturday, May 18th – 8AM-1PM – Town of Big Lake Maintenance Building (3 volunteers are needed) Supervisors Ellinger and Goldsmith and Clerk Weber volunteered their service.
- Township Legal Seminar – June 13, 2024 – 9AM – 4PM – Albertville City Hall (Pre-registration required)

Adjournment

Motion/Second to adjourn the regular meeting by: Felber/Hassett. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Absent: None. Motion Passed, adjourning the Regular Monthly Meeting, on Wednesday March 27, 2024 at 8:06PM.

Respectfully Submitted,  
Chris Weber  
Town of Orrock, Clerk

Accepted this 24<sup>th</sup> day of April 2024 by the Orrock Township Board of Supervisors.

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Paul Ellinger, Vice-Chair

Attest: \_\_\_\_\_  
Chris Weber, Town Clerk