



REGULAR MONTHLY MEETING
WEDNESDAY, APRIL 24, 2013 7:00PM

The Orrock Township Board met in regular session, on Wednesday April 24th, 2013 at 7:00pm, at the Orrock Town Hall, 26401 – 180th St. NW, Big Lake, Minnesota.

Chair Jeff Jones, Supervisors Shane Berg, Ron Dolly, Michael Eisinger & Mike Meier, Treasurer Laura Jones Clerk Brenda Kimberly-Maas and the township's Counsel Jeff Thompson were in attendance. Several citizens were also in attendance.

The meeting was called to order by Chair Jones, with the reciting of the Pledge of Allegiance at 7:00pm.

APPROVAL OF APRIL REGULAR MEETING AGENDA:

Motion made by Supervisor Eisinger, to add a line item under 8. Old Business and move line item b. Jerry Petersen Payroll Tax Judgment/Counter Claim down making it line item c. to the April agenda. Clerk Kimberly-Maas explained that any questions would likely be answered under the current line item b. The Motion died for lack of a second.

Motion/Second to accept the April agenda as presented: Eisinger/Dolly

Approved by: Berg, Dolly, Eisinger, J.Jones and Meier

Opposed by: None

Motion Carries.

APPROVAL OF MARCH MINUTES

Clerk Kimberly-Maas noted that Gary Goldsmith had pointed out that the month was mistyped in two locations. The modification was already made to the electronic document. Supervisor Meier request that the addition of "by Shane Berg" be added to this sentence "A sample of that was given to Corrie Silverberg." Under the Open Forum/Wayne Chermack paragraph.

Motion/Second to accept the March Regular Meeting Minutes with noted changes by: Eisinger/Dolly

Approved by: Berg, Dolly, Eisinger, J.Jones and Meier

Opposed by: None

Motion Carries.

SHERIFF'S REPORT:

Commander Steve Doran was in attendance and provided the board and gallery with The Sheriff Department's monthly call report, for Orrock Township. Cmdr. Doran reported that the call log was typical for Orrock Township.

BIG LAKE FIRE BOARD: Supervisor Meier read his notes about the Big Lake Fire Board meeting, on April 4th, 2013. Noting that a scheduled burn of the structures at the former Shady Acres Campground, a Smelt Fry was going to be held at the fire hall on 4/26/13 to benefit the BLFD and that BLFD will be purchasing a First Responder unit from the BLPD.

SHERBURNE COUNTY TOWNSHIP QUARTERLY MEETING: Supervisor Meier and Chair Jones attended the meeting, on 4/17/13. They relayed information about the meeting. Information on noxious weeds, conservation measures of the SWCD and the gopher foot bounty was given to them at the meeting. They noted that some of that noxious weed information is available at the Orrock Town Hall for residents to review. They also found out that if you should miss your township's cleanup day you are allowed to go to any clean-up day with in the township.

OPEN FORUM:

THE BOARD HEARD FROM NANCY RIDDLE AND DAVE LUCAS - SHERBURNE COUNTY PLANNING & ZONING OFFICE: Nancy and Dave gave a brief overview of what the Planning and Zoning Office had been working on in 2012, such as the Feed Lot Ordinance and Solid waste Moratorium. They spoke about the SCORE grants that are available through the county, how those were distributed in 2012 and how to apply for them. It was noted that most all of the county ordinances are available through the county website. Supervisor Dolly asked Nancy and Dave to look into a residence where there were a large number of tires that were piled up.

THE BOARD HEARD FROM GARY GOLDSMITH: Gary brought to the board's attention items that need to be available to the public prior to and during the board meeting. He also noted that the open meeting law is very restrictive and that the board must be mindful of it when seeing each other outside of public meetings. Clerk Kimberly-Maas also gave examples of things the board cannot do, or they will be in violation of the open meeting law.

THE BOARD HEARD FROM JOHN RIEBEL COUNTY COMMISSIONER: John updated the board with information from recent county meetings. He noted that we would be receiving invitations and a solicitation for donation to the NEMO program. This is put on by the Soil and Water commission through the U of MN Extension service. He also noted that our representative sits on the Blue Hill Board of Supervisors. Update on the CR 15 – Work is beginning.

THE BOARD HEARD FROM JAY MORRELL - JME: Jay was at the meeting to answer any concerns or questions about the snow season. Chair Jones mentioned that after the drivers acquainted themselves with the roads, the work of the drivers was much better. He also noted that damage that was done on 245th during the last snow fall would be corrected.

OLD BUSINESS:

ANNUAL CLEAN-UP DAY: Chair Jones reminded everyone that the Annual Clean-Up day is Saturday May 18th, 2013. And if residents miss that day, they are allowed to visit any clean-up day in the county. The contract that is made between Sherburne County and municipalities, state that any county resident must be given access to the municipalities event, even if the participant lives outside of that particular municipality.

PAYROLL TAX RECOVERY: Chair Jones and Jeff Thompson, Orrock Township's attorney, presented the board with the particulars of the events leading up to the contact of Jeff Thompson, settlement and dismissal judgment against Jerry Petersen. Supervisors Eisinger and Meier noted that they disagreed with the decision made on behalf of the township by the township's attorney. Further discussion by the board was heard about the events that occurred during the March regular board meeting and how they affected the resulting decision of the judgment settlement.

Additional conversation was made about the types of business that the township board could address and items that are not appropriate to be brought to the township meetings and be addressed by the township board.

NEW BUSINESS:

INCLUSION OF AGENDA ITEMS: The board discussed the timeline for inclusion of items on the agenda and more detailed information to be delivered to the board members prior to the meeting. The suggestion is that agenda items are to be submitted to the Clerk or Chair no later than seven (7) days prior to the upcoming monthly board meeting to be included in that month's agenda. Should there be additional items presented after that cut-off date, the item will be heard under the Open Forum or will need to be placed on the following month's agenda.

REVIEW OF TOW EXCAVATION PERMITS: Permits from Connexus Energy and Windstream Communications were reviewed by the board and the board had no concerns with the permit applications.

APPROVAL OF PAY CLAIMS*/CONSENT AGENDA

CURRENT PAY CLAIMS (AS SUBMITTED BY TREASURER):

Supervisor Eisinger had a question on the invoice from Sherburne County Auditor/Treasurer's office.

The invoice was clarified for Supervisor Eisinger as the billing for printing and sending the property tax statements to Orrock Residents.

Motion/Second to approve the current pay claims as presented by Treasurer Laura Jones: Eisinger/Dolly

Approved by: Berg, Dolly, Eisinger and Meier

Abstaining from voting on L.Jones pay warrant: J.Jones

Opposed: None

Motion Carries.

TREASURER'S REPORT

Treasurer Jones read the current figures in the accounts.

General Fund: \$73,329.63

Road & Bridge: \$ 661,403.97

Fire: \$74,659.70

Capital Improvements: \$190,261.74

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	

Motion/Second to accept the Treasurer's Report date ending 3/31/2013: Eisinger/Dolly
Approved by: Berg, Dolly, Eisinger, J.Jones and Meier
Opposed: None
Motion Carries.

ROAD COMMITTEE REPORT

Supervisor Eisinger noted a tree had fallen onto 182nd Ave NW. Supervisors Dolly and Berg stated that they would clear it from the road.

2013-2014 PLOW CONTRACT: The board discussed the need to consider a three year contract with an option for an out should the vendor not be performing up to township standards, create our own contract and create an RFQ for plowing, to ensure prospective vendors have all the information needed to supply the township with accurate bids. Supervisors Eisinger and Berg, as well as Clerk Kimberly-Maas and Treasurer Jones will meet on May 2, 2014, to write RFQ.

Motion/Second to write an RFQ for the 2013-2014 snow season and place notification that bids are being taken: J.Jones/Dolly
Approved by: Berg, Dolly, Eisinger, J.Jones and Meier
Opposed by: None
Motion Carries.

STREET SIGN REPLACEMENT The board discussed the need to have already purchased high reflective signs, installed.

Motion/Second to place bid solicitations, for installation, of signs in the paper: Eisinger/Meier
Approved by: Berg, Dolly, Eisinger, J.Jones and Meier
Opposed by: None
Motion Carries

2013 MOWING CONTRACT: The board discussed the need to create an RFQ for mowing, to ensure prospective vendors have all the information needed to supply the township with accurate bids. Supervisors Eisinger and Berg, as well as Clerk Kimberly-Maas and Treasurer Jones will meet on May 2, 2014, to write RFQ.

Motion/Second to write mowing RFQ and place notification that bids are being taken: J.Jones/Dolly
Approved by: Berg, Dolly, Eisinger, J.Jones and Meier
Opposed by: None
Motion Carries.

ROAD TOUR DATE: The Road Committee agreed to tour the township roads on Friday June 7, 2013 at 8:00AM.

Conversation was made about creating a long-term road plan. Ross Abel and Chair Jones discussed the need to understand how much repairs to the edges of roads due to 4-wheeler traffic, costs the township. A separate line item within the accounting system should be created to accurately project these costs.

Supervisor Berg and Ross Abel looked at a map of 245th, discussed possible the drainage concerns and correction of the drainage concerns.

LAST CALL FOR BUSINESS FOR THE MONTHLY TOWNSHIP BOARD MEETING

Supervisor Meier noted that the minutes should have DRAFT watermarked on them, as they are not the official minutes until approved. Clerk Kimberly-Maas will make sure to watermark the unofficial minutes with DRAFT.

No further business brought forth.

RECESS

Motion/Second to recess the Regular Monthly Portion of the Meeting at 8:24PM, on Wednesday, April 24th, 2013: J.Jones/Eisinger
Approved by: Berg, Dolly, Eisinger, J.Jones and Meier

Opposed: None

Motion carried recessing the April 24th, 2013 Regular Monthly Town Meeting, at 8:03PM.

RECONVENE

The meeting was reconvened by Chair Jones, at 8:35PM April 24, 2013, for the purpose of holding the Reorganizational Meeting.

CONFIRM MILEAGE REIMBURSEMENT AT CURRENT FEDERAL RATE FOR CAR EXPENSES*

Motion/Second to accept/confirm the mileage reimbursement at the Federal rate of \$.565 per mile:

Eisinger/Meier

Approved by: Berg, Dolly, Eisinger, J.Jones and Meier

Opposed by: None

Motion Carries

SET THE HOURLY WAGE FOR THE TREASURER, CLERK, SUPERVISORS

Motion/Second to set the hourly wage for Treasurer, Clerk and Supervisors at \$15.00 per hour:

Meier/Eisinger

Approved by: Berg, Dolly, Eisinger, J.Jones and Meier

Opposed by: None

Motion Carries

SET THE MEETING RATE FOR THE TREASURER, CLERK, SUPERVISORS

Motion/Second to set the meeting rate for Treasurer, Clerk and Supervisors at \$70.00 per meeting:

Dolly/Eisinger

Approved by: Berg, Dolly, Eisinger, J.Jones and Meier

Opposed by: None

Motion Carries

ESTABLISH REIMBURSEMENTS THAT WILL BE MADE FOR OTHER MEETINGS/EDUCATION OPPORTUNITIES

Motion/Second to reimburse township board members the cost of pertinent classes and training, pay them at their hourly rate, mileage at set rate and up to \$125 per night for hotels, to attend such classes. Nightly hotel expense over \$125/night must be pre-approved by the board: Dolly/Eisinger

Approved by: Berg, Dolly, Eisinger, J.Jones and Meier

Opposed by: None

Motion Carries

ESTABLISHMENT MONTHLY MEETING DATES AND ACCEPTANCE OF ANNUAL MEETING RECOMMENDATION

Motion/Second to hold Orrock Township Monthly Board Meetings on 5/29/13, 6/26/13, 7/31/13, 8/28/13, 9/25/13, 10/30/13, 11/20/13, 12/18/13, 1/29/14, 2/26/14, 3/26/14, AND 4/30/14, at the Orrock Town Hall at 7:00PM: Eisinger/Dolly

Approved by: Berg, Dolly, Eisinger, J.Jones and Meier

Opposed by: None

Motion Carries

Motion/Second to accept the recommendation to hold the 2014 Annual Meeting after the Annual Election on March 11th, 2014, after Polls Close – roughly 8:10PM: Eisinger/Dolly

Approved by: Berg, Dolly, Eisinger, J.Jones and Meier

Opposed by: None

Motion Carries

ESTABLISHMENT OF RECORDING/VIDEOGRAPHY FOR THE CONDUCTION OF ALL BOARD MEETINGS

Motion/Second to keep the monthly meeting audio recordings on file: Meier/Dolly

Approved by: Berg, Dolly, Eisinger, J.Jones and Meier

Opposed by: None

Motion Carries

ESTABLISHMENT FOR DEPOSITORY OF ALL TOWN FUNDS

Motion/Second to continue to utilize Klein Bank as the Depository for all Town Funds: Eisinger/Dolly
Approved by: Berg, Dolly, Eisinger, J.Jones and Meier
Opposed by: None
Motion Carries

ESTABLISHMENT OF ELECTRONIC POSTING/COMMUNICATION SERVICES

Motion/Second to continue to utilize GoDaddy as host of the official township website and the Clerk as the website Administrator: Meier/Eisinger
Approved by: Berg, Dolly, Eisinger, J.Jones and Meier
Opposed by: None
Motion Carries

ESTABLISHMENT OF PHONE/INTERNET COMMUNICATION SERVICES

Motion/Second to continue to utilize Windstream Communications for phone and internet services:
Eisinger/Dolly
Approved by: Berg, Dolly, Eisinger, J.Jones and Meier
Opposed by: None
Motion Carries

ESTABLISHMENT OF LEGAL POSTING LOCATION

Motion/Second to continue to use Orrock Town Hall and Official Orrock website as Legal Posting locations: Eisinger/Meier
Approved by: Berg, Dolly, Eisinger, J.Jones and Meier
Opposed by: None
Motion Carries

SELECTION OF THE OFFICIAL NEWSPAPER(S) FOR ALL LEGAL AND PUBLIC NOTICES

Conversation was made on the need for multiple official newspapers. Statute mandates that the official newspaper must reach at least 75% of the population. West Sherburne Tribune satisfies this mandate.

Motion/Second to utilize West Sherburne Tribune as the official newspaper for legal and public notices:
Eisinger/Meier
Approved by: Berg, Dolly, Eisinger, J.Jones and Meier
Opposed by: None
Motion Carries

DESIGNATION OF LEGAL COUNSEL - ACCORDING TO AREA OF SPECIALTY

Conversation was made on the need to seek a lawyer/law firm that specializes in township law.
Motion/Second to continue to utilize Jeff Thompson of Howse & Thompson, P.A. and research other firms that specialize in township law: Meier/Dolly
Approved by: Berg, Dolly, Eisinger, J.Jones and Meier
Opposed by: None
Motion Carries

SET THE GOPHER BOUNTY FOR THE YEAR 2013

Motion/Second to continue to pay residents \$2.00 bounty, for each pair of front gopher feet brought in to the township by residents: J.Jones/Meier
Approved by: Berg, Dolly, Eisinger, J.Jones and Meier
Opposed by: None
Motion Carries

SET THE HOURLY WAGE FOR ELECTION JUDGES

Motion/Second to pay Election Judges \$12.00 an hour, plus current Federal mileage rate of \$.565/mile under MN§471.665, subdivision 1, for all duties and training, required of election judges: Dolly/Eisinger
Approved by: Berg, Dolly, Eisinger, J.Jones and Meier
Opposed by: None
Motion Carries

CONSIDERATION OF NEW COMMITTEES

The board discussed the creation of a township Planning Committee to help set goals for the township. Jeff Jones stated that he would be interested in sitting on a township planning committee.

Motion/Second to form a Township Planning Committee: J.Jones/Berg

Approved by: Berg, Dolly, J.Jones and Meier

Opposed by: Eisinger

Motion Carries

LAST CALL FOR REORGANIZATIONAL MEETING BUSINESS

No further business brought forth

ADJOURNMENT

Motion/Second to adjourn the Reorganizational Meeting at 9:07PM, on Wednesday, April 24th, 2013:

J.Jones/Eisinger

Approved by: Berg, Dolly, Eisinger, J.Jones and Meier

Opposed: None

Motion carried adjourning the April 24th, 2013 Regular Monthly Town Meeting and Reorganizational Meeting, at 9:07PM.

Respectfully Submitted,

Brenda Kimberly-Maas
Orrock Township Clerk

Accepted this the _____ day of _____, 2013, by the Orrock Township Board of Supervisors.

Chairperson

Attest: _____
Town Clerk