



REGULAR MONTHLY MEETING  
WEDNESDAY, SEPTEMBER 25, 2013 7:00PM

The Orrock Township Board met in regular session, on Wednesday September 25, 2013 at 7:00pm, at the Orrock Town Hall, 26401 – 180th St. NW, Big Lake, Minnesota.

Chair Jeff Jones, Supervisors Shane Berg, Ron Dolly & Mike Meier, Treasurer Laura Jones Clerk Brenda Kimberly-Maas and township counsel, Bob Ruppe, were in attendance. Several citizens were also in attendance. Supervisor Michael Eisinger was absent.

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

APPROVAL OF SEPTEMBER REGULAR MEETING AGENDA: Supervisor Meier asked to add letter “e” under “Old Business” to address the status of the Verizon Wireless cell tower CUP that is under consideration with Sherburne County Planning and Zoning. Supervisor Dolly requested that “a. Consideration of Website Additions” under “New Business” to letter “c” under Road Report

Motion/Second to accept the September agenda with the changes requested by: Meier/Dolly  
Approved by: Berg, Dolly, J.Jones and Meier  
Opposed by: None  
Abstaining: None  
Motion Carries.

APPROVAL OF AUGUST MINUTES

Motion/Second to approve the August Regular Meeting Minutes as presented, by: Meier/Dolly  
Approved by: Berg, Dolly, J.Jones and Meier  
Opposed by: None  
Abstaining: 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 showed a slight increase from the month of August.

OLD BUSINESS:

SUPERVISOR REIMBURSEMENTS: The matter was tabled due to the absence of Supervisor Eisinger. Bob Ruppe, counsel, noted that all supervisors must be in attendance and vote on the Conflict of Interest Resolution.

DEPUTY CLERK AND DEPUTY TREASURER APPOINTMENTS: Clerk Kimberly-Maas advised the board that Nancy Kjellberg accepted the appointment to Deputy Clerk. Treasurer Laura Jones advised the board that Sarah Chastine Stewart accepted the appointment of Deputy Treasurer. The board set the pay rate for Deputy Clerk and Deputy Treasurer.

Motion/Second to set the hourly rate for Deputy Clerk and Deputy Treasurer at \$15.00 an hour and the meeting rate for Deputy Clerk and Deputy Treasurer at \$70.00 by: Meier/Dolly  
Approved by: Berg, Dolly, J.Jones and Meier  
Opposed by: None  
Abstaining: None  
Motion Carries.

SNOW REMOVAL CONTRACT: The board reviewed the contract as presented. Discussion was made about the need to have a performance bond. Rocky Mountain offered to change the payment plan in lieu of acquiring a performance bond. The contractor is agreeable to accept \$10,000.00 in October, \$10,000.00 in December, \$10,000.00 in January, \$10,000.00 in February and the final payment of \$10,000.00 in May. Further conversation was made about the contract and concerns were addressed to the satisfaction of the Supervisors.

Motion/Second to accept the contract, contingent on the new payment schedule proposed and attorney review of the modification of the payment schedule by: Dolly/Berg

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

Opposed by: None

Abstaining: None

Motion Carries.

TOWNSHIP OWNED DEEP WELL IN WINTER MEADOWS: Supervisor Dolly presented the board with two quotes for testing the current status of the well casing. One quote was for more than \$1300.00 the other was for \$500.00. Zimmerman Fire Chief Ryan Maloney addressed the board with information about the effects to insurance rates for Orrock township citizens should the well be usable. Ryan Maloney offered his assistance to homeowners should they have concerns getting insurance or with insurance companies increasing their rates. Zimmerman FD rating is at a 5.9 as is Big Lake FD and Elk River FD.

Motion/Second to spend up to but not exceed \$500.00 to test the casing, on the deep-well located in Winter Meadows by: Dolly/Meier

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

Opposed by: None

Abstaining: None

Motion Carries.

Fire Chief Maloney next Fire board meeting is on November 12, 2013 at 7:00PM. He also noted that his department would like to offer the township an AED to be placed in the town hall. The board accepted this offer.

SHERBURNE COUNTY PLANNING & ZONING: Supervisor Meier addressed the board with information about the CUP status for the Verizon Cellular tower that is proposed to be installed in Orrock Township. Several citizens, which live in the vicinity of the proposed location, were at the county commissioners meeting to voice their concerns about the erection of the tower. The commissioners tabled the item to allow for further information gathering. Supervisor Meier expressed that had the CUP vote been taken at that meeting, he would have voted NO, because the so many of the Orrock residents are opposed to the tower to be erected, in their neighborhood. The CUP was again tabled by the County.

#### APPROVAL OF PAY CLAIMS\*/CONSENT AGENDA

CURRENT PAY CLAIMS (AS SUBMITTED BY TREASURER): Treasurer Jones noted that West Branch Construction's pay claim was added back to the claims for September, after being pulled in August. And that the CTAS software was going to be updated and a fee would need to be paid for the township to receive that update. There were a couple of late submissions for utilities that came in late. Supervisor Meier asked to review Supervisor Berg's claim. Some of the claim was for maintenance work to the ROW. Since the Conflict of Interest Resolutions had not been passed, Supervisor Meier felt that the hours billed for ROW work, should not be paid during the September cycle. He was also concerned about the number of meetings that were held by the Road Committee.

Motion/Second to modify Supervisor Berg omitting the time billed for sign installation of 5.0 hours and paying for the three (3) Road Committee meetings. Clerk Kimberly-Maas is directed to modify the Conflict of Interest Resolution to include a paragraph that allows for the retroactive payment for past work done by Supervisor Berg and other Supervisors. The remaining claims are approved as presented by

Treasurer Laura Jones: Dolly/Meier

Approved by: Dolly and Meier

Opposed: None

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

Abstaining: Berg

Motion Carries.

#### TREASURER'S REPORT

Treasurer Jones noted that she had run the one page report that had been requested by Supervisor Eisinger, during the August meeting. She also noted that the Fire Fund will be in a negative balance at the end of September, after paying the fire bills that were approved in the claims for September.

This will be reflected in the Treasurer's Report presented to the board during the October meeting.

General Fund: \$62,853.87	Road & Bridge: \$ 732,797.67
Fire: \$49,333.16	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 8/31/2013: Dolly/Meier

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

Opposed: None

Abstaining: None

Motion Carries.

### ROAD COMMITTEE REPORT

CONSIDERATIONS FOR AUTUMN 2013 PROJECTS: Ross Abel addressed the board. He gave the board information on roads that he felt would be best served to have work performed on them yet this season. On his list were roads that needed reconstructed, in Winter Meadows, as well as other patching that could be done throughout the township. He had one quote from Erickson Asphalt, for patching work to be done on fourteen locations.

The board requested that at least two more quotes be obtained for the patching work proposed.

No further action taken at this time.

Another item for consideration was to use some of the millings from other road constructions projects within the county on 180<sup>th</sup> St. and 273<sup>rd</sup> Ave - gravel roads \$18,00.00 in the township.

The board requested that a spec be put together for all gravel roads in the township and have two or three quotes be obtained for the gravel road maintenance.

No further action taken at this time.

Ross Abel had obtained a verbal estimate from J & L Services, for sign setting. That verbal estimate was for \$90 per sign installed.

No further action taken at this time.

Further discussion was made on projects that could be done this season and soft projections for 2014. It was also noted that there is one road (237<sup>th</sup>) that needs an additional lift placed on it. There are minimal funds left in the escrow for the development.

No further action taken at this time.

Conversation about the need for specifications being met on road work that is to be done, defined in the contract and inspected by the road engineer and a board representative from the road committee.

The board heard from resident Gary Goldsmith who indicated that there may be a road easement that has been given to the public. A copy of the original documentation would be sent to township counsel to verify the language in the legal description of the property owner

Motion to have the township's counsel review the language within the legal descriptions property, which is adjacent to the end of the road known as 245<sup>th</sup> Ave. NW., in an effort to understand if there is a roadn easement currently in place along that section of road: Dolly

The board recognized that no money would need to be spent to do this.

Motion was rescinded.

Gary Goldsmith will send the documentation to counsel. Counsel will communicate with the township clerk on the outcome of the review.

SALT/SAND SPREADER FOR 1-TON: Supervisor Dolly presented the board with information about a wheel-type spreader that could be installed on the 1-ton truck, instead of the current track spreader. The board requested that more information be gathered on the repairs that need to be done to the current spreader, so they could be better informed on the options available.

No further action taken at this time.

PRESENTATION OF ROAD PROJECT ENHANCING SOFTWARE/HARDWARE:

Bob Hassett presented the board with some possibilities of hardware/software that could be utilized by Road Committee members to real time update maps. The idea is that the tools would make communication with residents on the status of the roads, more thorough and more readily accessed.

No action taken at this time.

OPEN FORUM:

THERE WERE NO FORMAL REQUEUSTS:

LAST CALL FOR BUSINESS FOR THE MONTHLY TOWNSHIP BOARD MEETING

Mike Meier mentioned to the board that the Sherburne County Townships meeting would be held on October 16<sup>th</sup> at the Livonia townhall. Mike Meier will be attending as the representative of Orrock Township.

No Further business was brought forth.

ADJOURNMENT

Motion/Second to adjourn the August Regular Monthly Meeting at 9:08PM, on Wednesday, September 25, 2013: Dolly/J.Jones

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

Abstaining: None

Opposed: None

Motion carried adjourning the September 25, 2013 Regular Monthly Town Meeting, at 9:08PM.

Respectfully Submitted,

Brenda Kimberly-Maas  
Orrock Township Clerk

Accepted this the 30th day of October, 2013, by the Orrock Township Board of Supervisors.

\_\_\_\_\_  
Chairperson

Attest: \_\_\_\_\_  
Town Clerk