



REGULAR MONTHLY MEETING
WEDNESDAY, FEBRUARY 26, 2014 7:00PM

The Orrock Township Board met in regular session, on Wednesday February 26, 2014 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 and Clerk Brenda Kimberly-Maas were in attendance. Township Engineer Mike Neilson, West Sherburne Tribune journalist Jennifer Edwards and several residents were also in attendance. The meeting was called to order by Chair Jones, with the reciting of the Pledge of Allegiance at 7:00pm.

Supervisor Mike Meier offered a formal apology to Charles Gotzian, on behalf of the Board, for unprofessional behavior that was exhibited at the January meeting.

APPROVAL OF FEBRUARY REGULAR MEETING AGENDA:

Motion/Second to accept the February agenda as presented: Meier/Berg
Approved: Berg, Dolly, Eisinger, J.Jones and Meier
Opposed by: None
Abstaining: None
Motion Carries

APPROVAL OF JANUARY MINUTES

Motion/Second to accept the January Regular Meeting Minutes as presented by: Eisinger/Meier
Approved: Berg, Dolly, Eisinger, J.Jones and Meier
Opposed by: None
Abstaining: None
Motion Carries

SHERIFF'S REPORT:

Sergeant Kyle Wilson was in attendance and presented the Board with the Monthly Report. Nothing significant happened during the previous month with 166 calls within the township.

OLD BUSINESS:

REVIEW OF WEBSITE HOSTING / STORAGE EMAIL STORAGE: The Board reviewed information provided by Clerk Kimberly-Maas. They discussed the need to have more mail storage, as the issue.

Motion/Second to upgrade the current GoDaddy Email service to the Email Essentials plan for the term of one (1) year by: Eisinger/Meier
Approved: Berg, Dolly, Eisinger, J.Jones and Meier
Opposed by: None
Abstaining: None
Motion Carries

COMPREHENSIVE OMNIBUS TRANSPORTATION FINANCE BILL: The board reviewed the information that was available about the bill. After discussion, the board felt that it was in the best interest of the township to not support the bill.

No further action was taken.

CURRENT SNOW POLICY REVIEW: The board felt that the policy should be reviewed during the April meeting, after the current snow season has concluded. Clerk Kimberly-Maas noted to place this on the April 2014 monthly meeting agenda. No further action was taken.

NEW BUSINESS:

VARIANCE CONSIDERATION/COMMENTS: Scott Berscheid, 25911 – 184th St. NW, Big Lake was present to ask for comments on two variance requests. The Board reviewed the plans Scott presented and had no concerns, from the standpoint of the township. Clerk Kimberly-Maas was asked to send the comment form to the county Planning and Zoning office.

ANNUAL CLEAN-UP DAY: Clerk Kimberly-Maas informed the Board that the Annual Community Clean-up day, is scheduled for Saturday, May 3, 2014. The location will again be at the City of Big Lake Public Works Building. The township is required to have five (5) volunteers to assist during the event. Michael Eisinger, Mike Meier, Mike Pruchinski and Kathy Pruchinsky volunteered for the event.

FUNDS REQUEST – ELECTION DAY: Clerk Kimberly-Maas requested funds to purchase food/beverage for the judges who will serve in the upcoming Annual Election.

Motion/Second for up to, but not to exceed \$75 for the purchase of food to serve the election judges during the upcoming Annual Election by: Meier/Eisinger

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

Opposed by: None

Abstaining: None

Motion Carries

FUNDS REQUEST – SUPPLIES & EQUIPMENT: Clerk Kimberly-Maas requested funds to purchase office supplies, cleaning supplies office equipment, snow removal equipment and ice treatment product for the town hall and grounds. The board discussed the itemized list provided by Clerk Kimberly-Maas. They agreed that items need to be purchased for the immediate need, as well as for future need. They were uncomfortable allocating the proposed amount at one time and moved to allow for some of the funds now and some later.

Motion/Second for up to, but not to exceed \$500 for the purpose of purchasing supplies and equipment for normal daily township operation now, with up to but not exceed and additional \$500 to be used for the same purpose in six (6) months by: Eisinger/Dolly

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

Opposed by: None

Abstaining: None

Motion Carries

APPROVAL OF CONSENT AGENDA

CURRENT PAY CLAIMS (AS SUBMITTED BY TREASURER):

Supervisor Eisinger requested that the claim submitted by Rocky Mountain Construction, be pulled for discussion.

Motion/Second to approve the remaining claims presented on the Consent Agenda by: Eisinger/Meier

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

Opposed: None

Abstaining: None

Motion Carries

The board discussed the claim from Rocky Mountain Construction. The Road Authority had declared a Snow Emergency because smaller than normal right-of-ways on the narrow roads around Lake Ann and Big Eagle Lake, were overflowing with store snow. The spillage was on the road surface making it impassable when two vehicles met on the road. After receiving additional information on which roads were cleared, the board felt they could make a decision on the claim submitted.

Motion/Second to approve the \$1000 claim submitted by Rocky Mountain Construction by: Berg/Dolly

Approved: Berg, Dolly, J.Jones,

Opposed: Eisinger, Meier

Abstaining: None

Motion Carries

TREASURER'S REPORT

General Fund: \$47,728.55	Road & Bridge: \$ 659,758.40
Fire: <\$1,380.84>	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 1/31/2014 by: Eisinger/Dolly
Approved: Berg, Dolly, Eisinger, J.Jones and Meier
Opposed: None
Abstaining: None
Motion Carries

TRANSFER OF FUNDS:

Treasurer Laura Jones reported to the board that the first half payment to Big Lake and Zimmerman Fire departments would be due in the next month or two. Because the Fire Fund is currently in a negative balance, the Board would need to unanimously approve the transfer of money from the Capital fund into the Fire Fund. Treasurer Jones requested \$50,000 to be transferred. Supervisor Eisinger calculated that the 2014 total fire bills to be \$44,287.50

Motion/Second to transfer \$44,287.50 from the Capital Fund to the Fire Fund by: Eisinger/Meier

Additional discussion on the amount that would fully cover the 2014 fire bills, bring the Fire Fund out of a negative balance and have money in the fund to carry over until our first installment from Sherburne County is received in 2015.

Retraction/Second to transfer \$44,287.50 from the Capital Fund to the Fire Fund by: Eisinger/Dolly

Motion/Second to transfer \$51,008.50 from the Capital Fund to the Fire Fund: Eisinger/Meier

Roll Call Vote Taken

Berg – Aye	Dolly – Aye
Eisinger – Aye	J.Jones – Aye
Meier – Aye	

Motion to transfer \$51,008.50 from the Capital Fund to the Fire Fund Carries

ROAD COMMITTEE REPORT

RFQS FOR MOWING AND BRUSH REMOVAL & TREE TRIMMING: The Board reviewed RFQ drafts for this work. It was decided to TABLE the items until the March Monthly Meeting.

TOWNSHIP ENGINEER CONTRACT: Mike Nielson reported to the board that an indemnification clause in the contract was questioned by township's counsel. Supervisor Eisinger asked for clarification on the reason that counsel objected to the clause. Chair Jones stated that he would contact counsel on this matter and report back to the Board in March.

PRESENTATION OF BIDS PLACED FOR RECONSTRUCTION OF TOWNSHIP ROADS: Mike Nielson presented the Board with the Four (4) bids that were opened on February 24, 2014.

	Base Bid	Alternate 1	Total Bid
Hardrives, Inc.	\$135,471.70	\$14,700.00	\$150,171.70
North Metro Asphalt & Contracting	\$158,183.78	\$9,100.00	\$167,283.78
Knife River Corporation	\$158,648.55	\$13,947.50	\$172,596.05
Park Construction Company	\$171,498.55	\$21,000.00	\$192,498.55

The Alternate amount was to put additional material down to extend the shoulders of the roads

Motion/Second to accept the lowest base bid made by Hardrives, Inc. to perform the work, including the alternate work, as stated in the bid documents, the amount of \$150,171.70 by: Dolly/Berg

Approved: Berg, Dolly, J.Jones
Opposed: Eisinger, Meier
Abstaining: None
Motion Carries

PRESENTATION OF QUOTE FOR ROAD STUDY AND LONG-RANGE ROAD PLAN : Mike Nielson presented the Board with a quote to conduct a township road study and long-range pavement management plan. The study would be conducted this year and final product would be presented to the board by November 2014. As an on-going effort, one-third of the township's roads would be thoroughly evaluated annually and updates to the long-range plan would be made, based on the evaluation. The information could be uploaded to the township's website. Initial cost to provide this study is \$23,850.00 and annual inspection/evaluation cost is roughly \$2000.00

Motion/Second to have WSB conduct the Cartegraph Pavement Management study project as outlined in the quote as provided by WSB at the February 2014 Monthly meeting with the cost to the township not to exceed \$23,850.00. To provide the results to the township as outlined in the quote no later than November 2014 by: Dolly/Berg

Approved: Berg, Dolly, J.Jones, Meier

Opposed: None

Abstaining: Eisinger

Motion Carries

SNOW REMOVAL CONCERNS: Supervisor Eisinger brought to the attention of the board and the Road Authority, Ron Dolly, that he has seen unmarked plow trucks performing snow removal on township roads. Supervisor Dolly said he would look into the situation and get it corrected.

OPEN FORUM:

Residents Patrick and Anita Saice, 23404 – 163rd St. NW, Big Lake, addressed the board about concerns he has with the snow removal is done in cul-de-sacs. Specifically that the snow is all piled on one side of the entrance. They offered their thoughts on another method, in which the plow travels around the cul-de-sac, leaving a “tear drop” in the center of the circle and then distributes the snow evenly around the edges by pushing the pile in multiple directions on to the right-of-way. Pat and Anita mentioned that this has been a concern the past two years in which the township has been using contractors. They also told the board that the stop sign that is at the intersection of 163rd and 235th had been knocked down earlier in the season. Supervisor Dolly stated that he would work on the sign concern.

Resident Corrie Silverberg, 25828 – 190th St. NW, Big Lake, addressed the board. Mr. Silverberg acknowledged that he had not seen the snow removal contract, but was under the impression that all snow removal was covered by the contract.

Further discussion was made on snow removal and product application.

LAST CALL FOR BUSINESS FOR THE MONTHLY TOWNSHIP BOARD MEETING

Supervisor Mike Meier addressed the board and audience with information of a County Economic Development meeting, which is a public meeting and is scheduled to take place on March 17, 2014. Supervisor Meier felt that a representative from the board should be present. Residents Bob Hassett and Bev Aubol expressed interest in attending and said they could present information to the board at the March meeting.

ADJOURNMENT

Motion/Second to adjourn the February Regular Monthly Meeting at 8:48PM, on Wednesday, February 26, 2014: Eisinger/Berg

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

Abstaining: None

Opposed: None

Motion carried adjourning the February 26, 2014 Regular Monthly Town Meeting, at 8:48PM.

Respectfully Submitted,
Brenda Kimberly-Maas
Orrock Township Clerk

Accepted this 26th day of March, 2014, by the Orrock Township Board of Supervisors.

Chairperson

Attest: _____
Town Clerk