



REGULAR MONTHLY MEETING  
AND  
ANNUAL BOARD OF AUDIT MEETING  
WEDNESDAY, FEBRUARY 25, 2015 7:00PM

The Orrock Township Board met in regular session, on Wednesday February 25, 2015 at 7:00PM, at the Orrock Town Hall, 26401 – 180th St. NW, Big Lake, Minnesota.

Vice-Chair Mike Meier Supervisors Charles Gotzian, Eric Peterson and Corrie Silverberg, Treasurer Laura Jones and Clerk Brenda Kimberly-Maas were in attendance. Town Engineer Mike Nielson, a number of residents and observers were also present. Chair Michael Eisinger was absent. The February Regular Monthly Meeting was called to order by Vice-Chair Meier, at 7:00PM, and the Pledge of Allegiance was recited.

APPROVAL OF FEBRUARY REGULAR MEETING AGENDA:

Vice-Chair Meier requested adding Annual clean-up day to Announcements, moving of Shane Berg's business to accommodate another addition to the agenda presentation of the Resolution moving Elections after Peterson variance in New Business.

Motion/Second to accept the February agenda with the addition of presentation of Resolution Moving Annual Election and moving Shane Berg's business by: Silverberg/Gotzian  
Approved: Gotzian, Meier, Peterson and Silverberg  
Opposed by: None  
Abstaining: None  
Motion Carries

APPROVAL OF JANUARY MINUTES:

Motion/Second to accept the January Regular Meeting Minutes, as presented: Gotzian/Meier  
Approved: Gotzian, Meier and Peterson  
Opposed by: None  
Abstaining: Silverberg  
Motion Carries

APPROVAL OF SPECIAL MEETING MINUTES:

Motion/Second to accept the Special Meeting to Appoint Supervisor Minutes, as presented: Peterson/Meier  
Approved: Gotzian, Meier and Peterson  
Opposed by: None  
Abstaining: Silverberg  
Motion Carries

Corrie Silverberg was welcomed by the other Supervisors.

SHERIFF'S REPORT:

Sheriff Joel Brott was present to give the Board the Annual Sheriff's report. Sheriff Brott noted that the calls for service are averaging in the 1775-1827 range. The trends for drug use are that meth use remains high, but heroin use and deaths from its use is on the rise. The good news is that Sherburne county has its own drug task force and that unit is working hard to reduce the amount of illegal drugs on the streets. Gateway to heroin remains to be prescription pain meds. Unused prescriptions can be dropped off that the County Government center and local PDs. Office highlight came when the Tri-County lab was nationally accredited. The lab is a joint effort of Anoka, Sherburne and Wright counties.in 2014.

ROADS

ROAD AUTHORITY:

ROAD CONDITIONS:

Supervisor Gotzian noted that there had been a couple of slick roads reported. He went to the locations and found that the roads were not that bad and no action was taken. He felt that the calls were due to cars that were equipped with “space savers”.

ROAD ENGINEER:

SEAL COAT BID OPENING:

Township Engineer, Mike Nielson addressed the Board. Two bids were received by the due date/time. Allied and Pearson Brothers were the companies who submitted bids. The bid from Allied included their bond and was in the amount of \$193,660.00. Pearson Brothers bid included their bond and came in at \$209,927.44. Mike requested to review the bids more thoroughly and would get the final numbers to the Board at the March meeting.

NO FURTHER ACTION ATKEN AT THIS TIME.

The other item of business from the township Engineer, was to inform the Board that included in the pay claims was the final payment for the rebuild work done to 231<sup>st</sup> Ave/168<sup>th</sup> St.

OLD BUSINESS:

TREE TRIMMING QUOTES:

Two quotes were presented for the Board’s consideration; One from B&G Excavating, Inc. and one from Darryl Waletzko, LLC. The Board was made aware by Darryl that the areas that he quoted, included 268<sup>th</sup> Ave. NW west of CSAH 1, the older neighborhood on the northeast side of Eagle Lake and 261<sup>st</sup> Ave. NW that travels west off of CSAH 5 in Orrock. The quote from B&G was only for 268<sup>th</sup> Ave. NW. The Board requested an updated quote from B&G for their consideration at the March meeting.

THE ITEM WAS TABLED UNTIL THE MARCH MEETING.

NEW BUSINESS:

REVIEW OF DRAINAGE POND DRAWING/PRELIMINARY IUP FOR SAND DUNES AUTO SERVICE, INC.:

Resident and owner of Sand Dunes Auto Service, Inc., Jeff Jones, presented the Board with drawings of the required drainage pond on the land where he plans to build a new facility. The land that has been purchased is in Orrock proper. Mr. Jones had the drawing done by the township’s engineering firm, WSB, to ensure it was done to township standards. Favorable comments were made by the Board. Including the opinion that having another business in Orrock proper would be beneficial. The Board had no concerns with the drawing of the drainage pond as presented.

POND EXCAVATION IN TOWNSHIP DRAINAGE EASEMENT:

Resident Dave Trushenski, addressed the Board. He asked the Board to consider granting him an Encroachment Agreement to work in the drainage easement, for the purposes of building a pond. Clerk Kimberly-Maas noted that the township’s counsel could draft an encroachment agreement and it was suggested by Bob Ruppe that such an agreement be recorded so it would follow the parcel. Bob Ruppe also suggested that the township’s engineer review the plans and that the costs of these services be charged back to the Trushenskis. It was also suggested that a deposit be submitted prior to any of this work being done.

Motion/Second to have an Encroachment Agreement be drafted and recorded, contingent on the wetland conservation application approval. A \$100.00 deposit will be made by Dave Trushenski and the balance of the costs will paid for by Dave Trushenski when final approval of the wetland conservation application is done and the Agreement is recorded: Silverberg/Meier

Approved: Gotzian, Meier, Peterson and Silverberg

Opposed: None

Abstaining: None

Motion Carries

VARIANCE COMMENTS ON HOME ADDITION:

Resident Clinton Peterson, addressed the Board. He is building an addition on his home. The current structure is less than 50’ from the Sandunes State Forest boundary as is another outbuilding, which were built prior to the change of distance needed between structures and the Forest boundary. The addition will be built on the opposite side of the home from

the boundary. The Board had no concerns with Mr. Peterson building the addition and made favorable comment for the variance.

DRAFT RESOLUTION MOVING TOWNSHIP ANNUAL ELECTIONS TO NOVEMBER:

Resident Bryan Adams addressed the Board with Draft Resolutions for the process of moving the Township Elections to November. Clerk Kimberly-Maas had drafted the Resolution that would initiate the process and was to be presented to the Electorate at the upcoming Annual Meeting. She had also created the Draft Resolution Placing a Special Ballot Question and schedule of terms for the Board. The Board reviewed both resolutions and asked that the Draft Resolution with the term schedule, be posted for the Electorate to review, prior to the Annual Meeting.

SHANE BERG QUESTIONS:

Resident and former Supervisor, Shane Berg, addressed the Board with some questions. He was given the floor for five minutes.

With regard to the current snow removal contract, he wanted to know why the vendor billed the township for inspection of road conditions. Supervisor Gotzian noted that there had been occasion where he had asked Darryl to look into reports of slippery conditions, that when directed by the Road Authority or any Supervisor, the time is considered approved for claim. Supervisor Gotzian also noted that he does inspect calls of concern, as well.

With regard to the Clerk's January pay claim, his concern was for the time that was claimed for painting the town hall. He understood that the labor would be free. Vice-Chair Meier stated that it was his feeling that Clerk Kimberly-Maas was at the hall in a supervisory role and that she was likely doing other work, as well. He noted that it was his opinion that the Clerk has been honest with her claims. Resident Jeff Jones added that he was at the meeting when the hall painting was discussed and recalled that the Clerk stated that she would be present for the project and that she would be claiming her time. Supervisor Gotzian also stated that he had no concerns of the claim of time that had been made for the purpose of painting, by the Clerk.

Mr. Berg asked why the attorney's claim had been pulled in January by Chair Eisinger. Chair Eisinger was not present to speak on the matter. But, Vice-Chair Meier stated that he thought the Chair was looking for more clarification on the notation on the attorney's claim and had asked for more information on the claim. Supervisor Gotzian stated that he thought a former Board member had contacted the attorney and the Board's need to discuss the situation. Clerk Kimberly-Maas stated that she had been made aware of paperwork that had been sent to the former Supervisor and contacted counsel to see if the paperwork needed to be reviewed. Counsel felt it should be reviewed and the Clerk asked the former Supervisor to contact the attorney to get the paperwork reviewed and his opinion. She also stated that she has been advised by counsel that if there is ever a questionable situation or papers that she is unsure about the impact to the township, she should contact the attorney for his opinion.

APPROVAL OF CONSENT AGENDA

CURRENT PAY CLAIMS (AS SUBMITTED BY TREASURER):

Treasurer Jones noted that there were a couple of invoices from West Sherburne Tribune that were added to the initial emailed consent agenda.

Pulled for discussion were the January claims from Couri and Ruppe and Shane Berg's reimbursement.

Motion/Second to accept the Consent Agenda less Couri & Ruppe and Shane Berg's MAT training reimbursement claims: Silverberg/Peterson

Approved: Gotzian, Meier, Peterson and Silverberg

Opposed: None

Abstaining: None

Motion Carries

Discussion was made on the items that were listed on Berg's reimbursement claim. Vice-Chair Meier noted that Shane had given him a summary of the information he learned during the MAT training. Supervisor Silverberg felt that the hotel, parking and mileage should be paid. But that the portion of the claim for food was not an approved expense and should not be paid. One concern was that Shane had been elected to the SWCD Board and couldn't be on both boards, yet attended the MAT training.

Motion/Second to pay the hotel, parking and 288 miles on the claim made by Shane Berg for the MAT training he attended in November 2014, in the amount of \$425.28: Meier/Silverberg

Approved: Meier and Silverberg

Opposed: Gotzian and Peterson

Abstaining: None

Motion Fails

CLAIM TABLED and will be resubmitted at the March meeting

Discussion was briefly made on the Couri and Ruppe claim. The Board felt that they would like to wait on a vote, since Chair Eisinger was absent.

CLAIM TABLED and will be resubmitted at the March meeting

TREASURER’S REPORT

Treasurer Jones read the balance sheet for the report.

General Fund: \$104,363.18	Road & Bridge: \$ 653,728.75
Fire: \$87,220.33	Capital Reserve: \$139,253.24
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 01/31/2015 by: Gotzian/Silverberg  
Approved: Gotzian, Meier, Peterson and Silverberg  
Opposed: None  
Abstaining: None  
Motion Carries

ANNOUNCEMENTS

Absentee voting available to residents who would be unable to get to the hall on election day. Absentee voting available at the hall by appointment, through USPS and on Saturday at the hall would be open from 10AM – Noon.

Annual Township Elections will be held Tuesday, March 10, 2015. Polls will be open from 10AM – 8PM.

Annual Township Meeting will be held on Tuesday, March 10, 2015 after the polls close about 8:10PM.

Mike Nielson asked if his presence was needed. The Board did ask that he be at the Annual Meeting.

Annual Joint Clean-up Day will be on Saturday May 2, 2015 at the Big Lake Township Maintenance Building.

Motion/Second for Orrock Township to participate in the Joint Annual Clean-up day on May 2, 2015: Meier/Peterson

Approved: Gotzian, Meier, Peterson and Silverberg

Opposed: None

Abstaining: None

Motion Carries

LAST CALL FOR BUSINESS:

Darryl Waletzko addressed the Board stating that the biggest issue he observed over the winter was the pushing of snow across township roads. The ridges of snow on the road and the piles on the sides of roads caused quite a bit of damage to his trucks. He felt that a letter or some sort of communication to residents before snowfall on the statute that pertains to this activity should be done.

RECESS

Motion/Second to RECESS the Monthly Meeting until 8:15PM, on Wednesday, February 25, 2015:

Meier/Silverberg

Approved: Gotzian, Meier, Peterson and Silverberg

Abstaining: None

Opposed: None

Motion carried RECESSING the February Monthly Meeting, on Wednesday, February 25, 2015 until 8:15PM.

RECONVENE – BOARD OF AUDIT MEETING

The meeting was reconvened at 8:15PM for the purpose of the Board of Audit.

Treasurer Jones presented the Board with the Cash Balance Statement, Receipts and Disbursements Ledgers for year ending 12/31/2014. She explained that Clerk Kimberly-Maas had reviewed the information and was in agreement with the information presented.

Motion/Second accepting the Cash Balance Statement, Receipts Register and Disbursements Register presented at the 2015 Board of Audit meeting: Meier/Silverberg

Approved: Gotzian, Meier, Peterson and Silverberg

Opposed: None

Abstaining: None

Motion Carries

Treasurer Jones presented the budget/financial information that was created by the Finance Committee. Treasurer Jones had one change on the Fire Fund recommendation by the Finance Committee. The original amount suggested was \$100,000, but there would be a deficit at that amount. She added \$65,000 to the amount to keep that fund in a positive balance. Based on the budget numbers the recommended 2016 levy amount was \$765,000.

Motion/Second accept the recommended levy amounts presented and allowing the Clerk and Treasurer to make the same recommendation to the Electorate at the Annual meeting for the 2016 Levy in the amount at \$765,000: Meier/Silverberg

Approved: Gotzian, Meier, Peterson and Silverberg

Opposed: None

Abstaining: None

Motion Carries

ADJOURNMENT

Motion/Second to adjourn the February Monthly Meeting and Annual Board of Audit meeting at 8:25PM, on Wednesday, February 25, 2015: Gotzian/Silverberg

Approved: Gotzian, Meier, Peterson and Silverberg

Abstaining: None

Opposed: None

Motion carried adjourning the February Monthly Meeting, on Wednesday, February 25, 2015 at 8:25PM.

Respectfully Submitted,  
Brenda Kimberly-Maas  
Orrock Township Clerk

Accepted this 25th day of March, 2015, by the Orrock Township Board of Supervisors.

\_\_\_\_\_  
Chairperson

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