



REGULAR MONTHLY
MEETING
WEDNESDAY NOVEMBER 30, 2016 7:00PM

The Orrock Township Board met in regular session, on Wednesday November 30, 2016 at 7:00PM, at the Orrock Town Hall, 26401 – 180th St. NW, Big Lake, Minnesota. The meeting was called to order by Chair Gotzian and the Pledge of Allegiance was recited.

Supervisors Bryan Adams, Charles Gotzian, Bob Hassett, Eric Peterson, Corrie Silverberg, Treasurer Laura Jones, Clerk Brenda Kimberly-Maas, Town Engineer Mike Nielson and Plowing Contractor Darryl Waletzko, were in attendance. A number of residents and observers were also present.

APPROVAL OF NOVEMBER MEETING AGENDA – Request to move add General Plowing ‘e’, MAT training summary ‘f’ and Office Supplies ‘g’ to New Business.

Motion/Second to accept the ratified November Agenda by: Silverberg/Hassett
Approved: Adams, Gotzian, Hassett, Peterson and Silverberg
Opposed by: None
Abstaining: None
Motion Prevails

APPROVAL OF OCTOBER REGULAR MEETING MINUTES:

Motion/Second to approve October Regular Meeting Minutes, as presented by: Adams/Silverberg
Approved: Adams, Gotzian, Peterson and Silverberg
Opposed by: None
Abstaining: Hassett
Motion Prevails

NEW BUSINESS:

SHERIFF’S REPORT – Commander Steve Doran was present to update the Board on calls for the month. Orrock Township was generally quiet, aside from 30 vehicle accidents with deer and due to the first snowfall of the season. Cmdr. Doran noted there was no specific area needing additional plowing/product application. But the drivers were not used to the change to winter driving conditions.

SAND DUNE STOP TOBACCO LICENSE APPLICATION – Clerk Kimberly-Maas informed the Board the ownership of Sand Dune Stop was changing. This requires the new owners to re-apply for the tobacco license. The Board was in favor of issuing the tobacco license to the new owners. Clerk will send comment form to County Auditor’s office.

UPDATED PLOWING POLICY – Clerk Kimberly-Maas revised the policy to reflect the language of Ordinance O-20160831 section 5. D. – the Town is NOT responsible for damage to mailboxes or posts. Further discussion on the need to add language to ensure the policy is reflective of the Boards position on plowing was made. Clerk will make revisions and present it at the December meeting. Clerk suggested the Board adopt the policy presented until those revisions are made.

Motion/Second to adopt Snow Plowing Policy P-20161120 by: Gotzian/Peterson
Approved: Adams, Gotzian, Hassett, Peterson and Silverberg
Opposed by: None
Abstaining: None
Motion Prevails

WEBSITE – Bob Hassett addressed the Board with his thoughts of enhancing the website. He wondered if it was user friendly and allowing enough information to the residents. Other Board members indicated there were no concerns brought to them by residents. As a way to get input from end users, the Board approved an email link addition to the Home Page, where suggestions could be made. The link will allow the user to send an email to the Clerk. Brenda will monitor her mail and report back to the Board.

FOLLOW UP IN COMING MONTHS

GENERAL PLOWING DISCUSSION - Darryl Waltzko reported his drivers had been approached by residents while out performing snow removal. Individuals were making special requests on placement of snow, making comments on the performance of the work and moving snow onto the roadways. A recommendation of having a form letter from the Board be handed to residents by drivers, if they are stopped. The letter will give the resident contact information to lodge concerns/complaints and list the new Snow Removal Policy.

MAT ANNUAL TRAINING SUMMARY – Supervisor Adams attended the MAT Annual Training. Bryan updated the Board on the event. Of note was the action being made to make broadband available to rural areas of Minnesota. There are a number of State and Federal Grant opportunities to accomplish this. Fiber optic companies would first approach the Township, asking to install their equipment, then the Town would act as facilitator for any grant money. The other noteworthy topic was Right of Way protection. Bryan reported, MAT is promoting the same strict R/W ordinance Orrock adopted earlier this year.

OFFICE EQUIPMENT – Chair Gotzian reported the Clerk’s laptop is acting up, slow and in need of replacement. Clerk Kimberly-Maas said she would make use of the low prices to purchase a new laptop. There should be no need to purchase software, as the current license should be able to be transferred to a new laptop.

Motion/Second to allow up to \$800 expense to purchase a new Clerk laptop by: Silverberg/Peterson

Approved: Adams, Gotzian, Hassett, Peterson and Silverberg

Opposed: None

Abstaining: None

Motion Prevails

OLD BUSINESS

TRIMMING UPDATE – Darryl reported the two residents whose concerns with the trimming specs had been resolved, were the only two locations left to be trimmed. Darryl plans to get those two areas done the first week of December. The trees will have the low hanging branches trimmed and they will not be trimmed as high as others in the specified trimming areas.

SHORES OF EAGLE LAKE PLOWING – Clerk Kimberly-Maas reported the one-year Agreement to plow 239th Ave. NW in the Shores of Eagle Lake development, was rejected by the owner, Mr. Beverly Harvey. Mr. Harvey felt the Town should adopt the roads and would only sign the one-year plow agreement if the roads were adopted. Brenda told Mr. Harvey, this was not part of the agreement. Mr. Harvey stated he will have the roads plowed by an independent contractor.

BIG EAGLE LAKE SEDIMENT TRAP STUDY – Supervisor Adams reported he met with John Bogart. The plans include building a retaining wall on the roadside and use of a Storm Safter or a SAFL Baffle. Projected costs are \$30,000 - \$40,000. Full plans will be done in December.

ROADS

ORROCK LIVONIA AGREEMENT – Chair Gotzian and Clerk Kimberly-Maas attended the Livonia meeting on Monday 12/28/16 to inform the Livonia Board there are Orrock residents living in Mystic Ridge. Charlie also informed them of the one year agreement Orrock has with Family One Homes, to plow the road on which the resident lives. A copy of the plow agreement was given to the Livonia Board. Discussion between Livonia Board members, their Maintenance Supervisor, Charlie and Brenda on the desire to continue or end the Joint Agreement was made. Livonia Maintenance Supervisor indicated he was happy with the current situation and it would be no problem to make a pass through Mystic Ridge, too. Livonia Supervisors felt they needed to have their counsel look at the Plow Agreement Orrock has made, to ensure there would be no liability on them, should they enter into a contract with Orrock to plow Mystic Ridge. Livonia Board will follow up with Orrock in January 2017. The current Joint Agreement is still in place and Orrock will continue to plow Mystic Ridge until further notice.

FOLLOW UP IN JANUARY 2017

Engineer Mike Nieslon requested the Board consider a Special Meeting before the December Monthly Meeting to review possible 2017 road projects. He would like to get jobs out for bid in January or February 2017. The Board called for a Special Road Meeting on Wednesday December 14, 2016 commencing at 6:00PM, for the purpose of discussing 2017 Road Projects.

TREASURER’S BUSINESS

APPROVAL OF CONSENT AGENDA

Motion/Second to approve the Claims/Consent Agenda by: Gotzian/Adams
Approved: Adams, Gotzian, Hassett, Peterson and Silverberg
Opposed by: None
Abstaining: None
Motion Prevails

TREASURER’S REPORT

Treasurer Jones reported the fund Balances as of October 31, 2016:

General Fund: \$ 55,939.03	Road & Bridge: \$ 262,434.42
Fire: \$ 71,967.05	Capital Reserve: \$139,373.35
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	Mystic Ridge: <\$1414.50>

Motion/Second to accept the Treasurer’s Report date ending 10/31/2016 by:
Silverberg/Adams
Approved: Adams, Gotzian, Hassett, Peterson and Silverberg
Opposed by: None
Abstaining: None
Motion Prevails

ADJOURNMENT

Motion/Second to adjourn the November Monthly Meeting at 8:35PM, on Wednesday November 30, 2016 by: Silverberg/Hassett
Approved: Adams, Gotzian, Hassett, Peterson and Silverberg
Opposed by: None
Abstaining: None
Motion Prevails adjourning the November Monthly Meeting, on Wednesday November 30, 2016 at 8:35PM.

Respectfully Submitted,
Brenda Kimberly-Maas
Orrock Township Clerk

Accepted this 28th day of December 2016, by the Orrock Township Board of Supervisors.

Chairperson

Attest: _____
Town Clerk