



**REGULAR MONTHLY MEETING
WEDNESDAY NOVEMBER 29, 2017 7:00 PM**

The Orrock Township Board met in regular session, on Wednesday November 29, 2017 at 7:00PM, at the Orrock Town Hall, 26401 – 180th St. NW, Big Lake, Minnesota. The meeting was called to order by Vice-Chair Adams and the Pledge of Allegiance was recited.

Vice-Chair Bryan Adams, Supervisors Bob Hassett Corrie Silverberg and Eric Peterson, Treasurer Laura Jones and Clerk Brenda Kimberly-Maas, were in attendance. Mike Neilson – Town Engineer, Darryl Waletzko – Town Contractor and audience members were also present. Chair Charles Gotzian was absent. A quorum was present and the meeting was held.

MEETING AGENDA APPROVAL

Mike Nielson requested the addition of 7c to discuss the roads in Mystic Ridge.

Motion/Second to accept the revised November Agenda by: Silverberg/Hassett. All present approved. Motion Passed and the meeting proceeded in accordance with the revised agenda.

PUBLIC HEARING – VACATION OF CARLETON STREET

Vice-Chair Adams opened the Public Hearing on Vacating that part of the dedicated road Right of Way of Carleton Street as dedicated on ANN LAKE BEACH, as is on file and of record in the Office of the County Recorder, Sherburne County, Minnesota.

Clerk Kimberly-Maas informed the Board, the right of way description, on Resolution 20171025-2 was incorrectly written as Carleton Street. The right of way easement is known as Beucler Street, on the plat on file, at Sherburne County. A new resolution was written with the correct name. Resolution 20171025-1 needed to be vacated and Resolution 20171127-1 needed to be adopted setting the Public Hearing date as 12/27/2017 at 7:00PM.

Motion/Second to vacate Resolution 20171025-1 by Hassett/Adams. All present approved. Motion Passed.

Motion/Second to adopt Resolution 20171127-1 Setting Public Hearing for Vacation of Dedicated Road Easement by: Silverberg/Adams. All present Supervisors approved. Motion Passed.

PUBLIC HEARING DECLARED CLOSED at 7:03 PM, by Vice-Chair Adams.

APPROVAL OF MEETING MINUTES

Motion/Second to approve the October Regular Meeting Minutes by: Silverberg/Hassett. Adams, Hassett and Silverberg approved. Peterson abstained. Motion Passed.

CLERK'S BUSINESS

WAMBACH – CUP PERSONAL STORAGE BUILDING

Chris Wambach was present. He has applied with Sherburne County, for a CUP to build a personal storage shed on the 20 acres parcel 35-024-1200. The only Board comments are "All County requirements be met."

RESOLUTION RES-20171129-2 DESIGNATING 2018 POLLING LOCATION

Brenda explained changes to MN Statute 204B.16 and 2015A.11 requires polling locations be designated by December 31st each year, for the following year.

She presented Resolution RES-20171129-2 Designating Orrock Town Hall as the polling location, for all 2018 elections.

Motion/Second adopting Resolution 20171129-2 Designating 2018 Polling Location by: Silverberg/Hassett. All present Supervisors approved. Motion Passed.

KURTZ VARIANCE REQUESTS (3)

Kim Kurtz was present to answer any questions on the variance requests made to the Sherburne County Planning and Zoning Department. There are three variance requests to setback ordinances, for parcel 35-503-0010, located at 18275 233rd Ave NW (on the east side of Eagle Lake). Request #1 is a 35' variance to the right of way of 233rd Ave NW (required setback is 67'). Variance #2 is for an 8' variance from south property line (required setback is 25'). Variance #3 is for a 1' variance from the east property line (required setback is 10'). Mike Nielson commented the Kurtz's parcel is next to the Timm parcel. Mr. Timm is the owner who had placed a berm next to 233rd Ave. to redirect water from the road so it didn't enter the lower level of his home. Mike said it appears there had been fill added to the Kurtz's lot, which inhibits proper drainage to the lake. Kim Kurtz stated they had not added any fill to the lot, since purchasing it. Mike didn't know when the fill was brought in, but his recommendation to the Board is to take the opportunity to have the Kurtz's work with him to create a new drainage plan. One which will help both parcels achieve proper drainage. He also recommends there be no more impervious area installed on the Kurtz's parcel.

Board comments are to have the Kurtz's work with Town engineer on a new drainage plan to help alleviate drainage concerns for parcels 35-503-0010 (Kurtz) and 35-404-0755 (Timm), install no additional impervious surfaces and all other County requirements met.

ROADS

SPRA GRANT UPDATE

Mike Nielson called Dave Sabone, head of SPRA Grant Funding, and left a message to see if there were any updates. Mike is hopeful we will hear if our applications were approved, in the next couple of months. Bob Hassett publicly thanked Rep. Newberger and John Korzeniowski, for their letters of support.

FOLLOW UP in December

2018 ROAD PROJECTS

Mike Nielson told the Board there are four (4) areas he feels need to be considered for overlay projects, in 2018. The bituminous overlay projects will have a ¾" leveling course and 1 ½" wear course. Probable cost is \$622,200. He also stated the extension of 185th Street NW, connecting Huggett Pine Acres and Timberquest would fit into 2018 plan and budget, at a probable cost of \$79,100. After the discussion at the October meeting, Mike reviewed the area around 244th Ave. and 185th St. Mike thinks the increase of residential use of the road would be minimal. He thinks extending 185th Street to 244th Avenue is in best interest of the Town.

Probable total cost of both projects is \$701,000 which will leave a reserve of \$280,000 in the Road & Bridge fund at the end of 2018. Mike suggested the Board authorize WSB to complete plans and specifications on the 2018 overlay projects and complete plans and specifications on the extension of 185th Street NW, from 244th Avenue NW.

Motion/Second authorizing plans and specifications be completed by WSB for 2018 overlay projects and extension of 185th Street NW from 244th Avenue NW to the current dead end by: Peterson/Hassett. All present Supervisors approved. Motion Passed.

MYSTIC RIDGE

Greg Wersal, Family One Homes – Developer of Mystic Ridge, was present at the meeting to answer any questions or concerns on the status of Mystic Ridge. Mike Neilson informed the Board, road core samples came back. The density and thickness results both passed our standards. Greg informed the Board he will be speaking with residents who have constructed retaining walls and other items in the right of way, after taking ownership of their homes. It was suggested there be some sort of informational packet available to residents, on the Town ordinances. This could alleviate some of the concerns we are experiencing with construction in our ROW. Brenda told the Board the one-year plowing/ice control contract has been signed by Greg Wersal and the Town, for the 2017-18 season. Mike also recommended street name signs and E911 be installed, in the development. Clerk mentioned she has E911 signs for the addresses which have been assigned by Sherburne County. She will order street name signs and contact Darryl Waletzko, when they are delivered.

Mike suggested the Board reduce the Mystic Ridge Letter of Credit to \$5000.00, review status of the right of ways & WSB "punch list" in the spring of 2018 and review the developer's agreement, with regard to adopting the roads in Mystic Ridge.

Motion/Second authorizing the reduction of the letter of credit for Mystic Ridge to \$5000.00 by: Adams/Silverberg. All present Supervisors approved. Motion Passed.

FOLLOW UP on Developer's Agreement in December.

HERITAGE TRAILS – 2ND, 3RD, 4TH & 5TH ADDITIONS

Bryan asked Brenda if she has received letters of understanding from Heritage Trails residents who were present at the October meeting. The letters are to indicate the current residents know the unimproved right of ways in the second and third additions of Heritage Trails, will be constructed when Heritage Trails is further developed. Brenda has not seen any letters, yet. She will contact Bev Aubol, to check on them.

FOLLOW UP in December.

SUPERVISOR'S BUSINESS/UPDATES

EAGLE POINT SEDIMENT PROJECT

Supervisor Adams reported billing for the sediment reduction project on Eagle Point was submitted and in the November Claims. Once the project bonds and IC143 documents are delivered, payment can be sent to Bogart/Pedersen.

TRIMMING/BRUSHING

Bryan also reported the trimming work is completed. Darryl told the Board there some stumps which need to be ground down, as they are close to the road edge and tall enough they will cause damage to plowing equipment. Darryl plans on performing brushing work the following week. Bryan felt the stump grinding could be done as time and materials work, by Darryl when he does the brushing.

DNR ROAD EASEMENT UPDATE

Supervisor Hassett reported he's not heard from Forrest Boe on the status of the road easements of 233rd Ave and 168th St. which were to be returned to the Town. He will send a letter to Forrest and Rep. Newberger, who's legislation was to have the land/easements returned to the Town.

FOLLOW UP in December

ZIMMERMAN FIRE BOARD

Supervisor Silverberg reported the Zimmerman Fire Board met and approved their 2018 budget. Increases to the budget will be reflected in a less than one percent (<1%) increase to our contract in 2018.

TREASURER'S BUSINESS

CLAIMS & CONSENT AGENDA APPROVAL

Treasurer Jones informed the Board a driveway permit escrow refund was added to the consent agenda and the Big Eagle Lake sediment project pay claim were included in the consent agenda. Supervisor Silverberg requested the Bogart/Pedersen, Eagle Lake sediment project be pulled from the consent agenda, to be considered on its own.

Motion/Second to approve the Claims/Consent Agenda with the addition of the driveway permit reimbursement and removal of the Bogart/Pederson claim by: Silverberg/Peterson. All present approved. Motion Passed.

Motion/Second to approve the Bogart/Pederson claim, withholding the voucher until the required bonds and IC143 paperwork delivered by: Silverberg/Adams. All present approved. Motion Passed.

TREASURER'S REPORT

Treasurer Jones reported the fund Balances as of October 31, 2017:

General Fund: \$ 99,601.69	Road & Bridge: \$432,808.07
Fire: \$19,254.29	Capital Reserve: \$139,373.68
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 at 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 10/31/2017 by: Silverberg/Peterson. All present approved. Motion Passed.

LAST CALL FOR REGULAR BUSINESS

Laura told the Board her six-year old (6 yr.) computer is struggling to operate. She is requesting it be replaced. She researched available laptops and pricing. She has found one which will work well and would cost less than \$700.00

Motion/Second to approve up to \$700.00 to purchase a new laptop for the Treasurer by: Adams/Silverberg. All present approved. Motion Passed.

Residents Brian and Michelle Jensen were present. They will be applying to Sherburne County, for a building permit to add onto an existing detached garage. They were looking for comment from the Board on a variance they will be required to obtain as part of the application. No paperwork had been submitted to the Town at the time of the November meeting, therefore comment could not be made. Brenda told the Jensen's and the Board she will get the variance on the December meeting, if the paperwork reaches her before the agenda deadline.

NO FURTHER BUSINESS BROUGHT FORTH

ADJOURNMENT

Motion/Second to adjourn the November Regular Monthly Meeting at 7:52PM, on Wednesday November 29, 2017 by: Silverberg/Adams. All present approved. Motion Passed, adjourning the Regular Monthly Meeting, on Wednesday November 29, 2017 at 7:52PM.

Respectfully Submitted,
Brenda Kimberly-Maas
Orrock Township Clerk

Accepted this 27th day of December 2017, by the Orrock Township Board of Supervisors.

Chairperson

Attest: _____
Town Clerk