



**REGULAR MONTHLY MEETING  
WEDNESDAY JANUARY 31, 2018 7:00 PM**

The Orrock Township Board met in regular session, on Wednesday January 31, 2018 at 7:00PM, at the Orrock Town Hall, 26401 – 180th St. NW, Big Lake, Minnesota. The meeting was called to order by Vice-Chairman Adams and the Pledge of Allegiance was recited.

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

MEETING AGENDA APPROVAL

Request to add Recycling Day under New Business , by Clerk Kimberly-Maas and Darryl Waletzko wished to be heard under Roads.

Motion/Second to accept the January Agenda with the addition of Recycling Day and Darryl Waletzko by: Hassett/Peterson. All present approved. Motion Passed and the meeting proceeded in accordance with the revised agenda.

PUBLIC HEARING – VACATION OF PROPERTY LINE, DRAINAGE & UTILITY EASEMENT

Vice Chair Adams opened the Public Hearing on Vacating Property Line Drainage and Utility easement between Lot 1, Block 1 and Lot 2, Block 1 LG Ridge, as is on file and of record in the Office of the County Recorder, Sherburne County, Minnesota.

The applicant, Kory Kreager, was present, but had no comment.

Engineer Mike Nielson noted there are no utilities located in the easement. There were no other comments made.

Motion/Second to close the Public Hearing by: Hassett/Peterson. All present Approved.

PUBLIC HEARING DECLARED CLOSED at 7:02 PM, by Vice-Chair Adams.

APPROVAL OF MEETING MINUTES

Mike Nielson noted the 2018 Road Project Bid Opening was misstated in the December minutes. He is requesting the correct date be recorded which is February 14 2018. Motion/Second to approve the amended December Regular Meeting Minutes by: Adams/Peterson. All Supervisors present approved. Motion Passed.

SHERIFF'S REPORT

Commander Doran was present and informed the Board, Orrock Township received services from the Department, on 128 calls. There were a handful of vehicle crashed. Nothing out of the ordinary, for winter driving conditions. He told the Board the Sheriff would be attending the February meeting to give his annual report to the Board.

NEW BUSINESS

LG RIDGE VACATION AND REPLAT

Clerk Kimberly-Maas informed the Board if the drainage and utility easement is vacated, there would be a new drainage and utility easement created with the replat of LG Ridge.

Motion/Second adopting RES 20180131-1 Resolution Vacating Property Line Drainage and Utility Line Easement as presented and no Damages be awarded by: Hassett/Adams. All Present approved. Motion Passed.

### LG Ridge Replat

Clerk Kimberly-Maas requested comments on the Replat of LG Ridge. Board recommends approval of the replat, when all County requirements are met.

### JENSEN VARIANCE

Brian and Michelle Jensen were present to answer any questions about their request for a nine foot (9') variance to property line to add to an existing shed. The Jensen's told the Board when the detached garage was built, they didn't have a survey done, taking the word of landowners of where the lot line laid. When applying for a permit to add on to the existing building, County staff realized the existing building is too close to the lot line. To grant a permit, the Jensen's were told they would need to apply for a variance to the ordinance. Sherburne County now requires a survey when buildings are constructed, to alleviate similar problems, in the future. Board recommends granting the variance when all County requirements be met.

### 2018 LOCAL BOARD OF APPEAL AND EQUALIZATION

Clerk Kimberly-Maas informed the Board, the 2018 Local Board of Appeal and Equalization meeting had been set for Wednesday April 11, 2018 and would commence at 4:00PM, at the Orrock Town Hall. She informed the Board a quorum needs to present and at least one of the attending Supervisors needs to have a current certificate of training. Corrie Silverberg is certified and will be at the meeting.

### MISFELDT (PID#35-024-1102) DRIVEWAY OPTIONS

Clerk Kimberly-Maas introduced Gina and Ryan Misfeldt, who own the 38 acre parcel to the south of Mystic Ridge. They were present to see what options were available to connect to their property via 145<sup>th</sup> Street. Prior to the meeting, they were informed they can a driveway off of County Road 1. However, they were inquiring about constructing a driveway directly onto the temporary cul-de-sac known as 145<sup>th</sup> Street NW in the Mystic Ridge development. They were told they could not directly construct a driveway onto the temporary cul-de-sac. The Misfeldts brought two proposals for their land. One showed their driveway off of CSAH 1 the other had two driveways off of the temporary cul-de-sac. Engineer Nielson informed them if they wished to connect their driveway via 145<sup>th</sup> St. they would need to have a simple plat drafted. On it would need to be the extension of 145<sup>th</sup> St. NW, onto their land as a 66' wide ROW, for about 125' and a permanent cul-de-sac at the end of the extension. This is because the cul-de-sac in Mystic Ridge, is a temporary cul-de-sac with a permanent 66' ROW dedicated for future road access to the south. Ryan Misfeldt commented it would be less expensive for them to have a longer driveway off of CSAH 1 than to have a simple plat drafted and construct the ROW in Mystic Ridge and extending it onto their land ending in a permanent cul-de-sac. The Board agreed, but also informed them this is what would need to happen, if they wish to connect to 145<sup>th</sup> St. NW.

NO FURTHER ACTION NEEDED.

### BIG LAKE FIRE CONTRACT

Clerk Kimberly-Maas presented the Board with a new contract for fire protection provided by the Big Lake Fire Department. She told the Board the contract is a five-year contract, ending on 12/31/2022. The formula used for billing is .035% X taxable market value homes in the service area. Brenda also informed the Board, the Big Lake Fire Board requested she inquire on the expansion of service area.

Board members present wished to discuss expansion of coverage area, when all Supervisors are present.

Motion/Second to approve entering into Fire Protection contract with the Big Lake Fire Department, term ending December 31, 2022 by: Peterson/Hassett. All present were in favor. Motion passed.

Discussion of expansion of coverage area Tabled.

### DOG CATCHER

Clerk Kimberly-Maas asked the Board if they wished to change how the dog catcher reports the animals he is asked to pick up. Many of the services for which the Town is invoiced are for animals which are not turned over to Craig Hillburn. It was recommended the Clerk create an intake form for Craig to use, which has the name and contact information for anyone who calls for the service of the Animal Control Officer – Craig Hillburn.

Follow up in February.

#### RECYCLING DAY

Clerk Kimberly-Maas presented to the Board the 2018 Application for County Clean Up Day Grant. The amount of the grant is \$7,171.09. She asked if the Board wishes to participate in the 2018 Joint Recycle Day, slated for Saturday May 19, 2018.

Motion/Second to approve entering into contract for 2018 Clean Up Day with Sherburne County and participate in the Joint 2018 Recycle Day event with Big Lake Township and the City of Big Lake on Saturday May 19, 2018 by: Adams/Hassett. All present were in favor. Motion passed.

#### ROADS

##### 2018 ROAD PROJECT UPDATE

Mike Nielson addressed the Board, telling them the bids for 2018 projects have been let and will be opened at WSB, in St. Cloud, on Wednesday February 14, 2018 at 10:00AM. Mike will have the results tabulated and a recommendation for the Board at the February monthly meeting.

##### DNR ROAD EASEMENT UPDATE

Vice-Chair Adams and Supervisor Hassett told the Board there have been multiple conversations with DNR personnel about obtaining the 168<sup>th</sup> Street and 233<sup>rd</sup> Avenue ROW easements, in the State Land. The DNR is not interested in a Road Swap. Bryan Adams told the Board a meeting between the DNR, Bob Hassett, Brenda and himself, was set to discuss the status of the ROW hand-off. Bryan also invited Bob Hammre to attend the meeting. The current estimates on the value of the ROW easements are \$9000 (168<sup>th</sup> St. in Section 16) and \$22,500 (233<sup>rd</sup> Ave. Section 36) - total \$31,500. Mike Nielson asked if the Board would consider adding the cost to acquire the easements, to the current SPRA grant applications as a way to get the funds to purchase the ROW easements.

Bob Hassett expressed concern that adding the request to the applications. He felt it may reduce the Town's chances of receiving the other funding. Bob Hammre agreed adding the language to the SPRA Grant applications might "poison" the chances of receiving SPRA funds. Mike stated he had tried to connect with Dave Savanya (sp?) MNDoT, to see what he thought about the current applications and if adding the amendments would spoil the chances of our award. Mike had not heard back from him, to date. The DNR aids in the selection of SPRA awards, MNDoT makes the decision on where SPRA grant money is spent and is the fiscal agent for SPRA projects.

The Board asked how much it would cost to amend the SPRA grant applications with the requests of \$9000 and \$22,500 to acquire the ROW easements. Mike said it would be an easy addition and should not cost more than \$200 to add the language. The Board felt the DNR wants to turn the ROW easements over to the Town and adding the language would be appropriate and directed Mike Nielson to do so.

#### DARRYL WALETZKO

Darryl Waletzko asked the Board if there was any thought to lowering the snow threshold so plows ran more often. He reported that when we receive smaller snowfalls, the roads become compacted with snow. When the snow on the roads begins to melt from sunshine or product, vehicles leave ruts in the sloppy snow. Then more snow falls then the ruts get compacted again. This makes for very icy conditions. The thaw/freeze cycling has led to about 2" of ice on roughly 70% of Town roads. Darryl wanted to know if the Board would like to authorize him to purchase more product and lay it out on the roads. Bryan stated that future weather models have fewer large snowfalls and the Board should review and possibly revise the plowing policy.

Motion/Second to approve the purchase and placement of ice control product on Town by: Hassett/Adams. All present were in favor. Motion passed.

POLICY REVIEW TO BE REVIEWED AT A LATER DATE.

Mike also suggested the Board consider a full re-evaluation of the roads and adding seal coat program and crack filling, to the road pavement management plan. The Board would like to have the updated plan in time for the spring road tour. Mike will have a proposal ready for consideration at the Town's February meeting.

#### HERITAGE TRAILS – 2<sup>ND</sup>, 3<sup>RD</sup>, 4<sup>TH</sup> & 5<sup>TH</sup> ADDITIONS

Mike reported he has called Bob Ruppe, but had yet to hear from him. So, there was no Waiver of Assessment for them to review.

Tabled until February.

TREASURER'S BUSINESS

CLAIMS & CONSENT AGENDA APPROVAL

Treasurer Jones informed the Board the 2017 period 2 settlement was reflected in this month's report. Motion/Second to approve the Treasurer's report by Adams/Hassett. All present were in favor. Motion passed.

TREASURER'S REPORT

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

General Fund: \$ 135,761.07	Road & Bridge: \$676,508.66
Fire: \$55,268.38	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 12/31/2017 by: Adams/Gotzian. All present approved. Motion Passed.

ANNOUNCEMENTS

Brenda announced as part of the February meeting, the Board of Audit will take place.

Brenda announced the following Tuesday was caucus day. The caucus location, for both the republican and democratic parties within the towns of pricing likes.

REORGANIZATIONAL MEETING

Attending Supervisors wished to Table a number of reorganizational items. However, they did ratify some of the items, as seen below.

MEETING DATES

Motion/second to accept the Minnesota 2018-2019 Legal Holidays as presented by Hassett/Adams. All Supervisors present approved. Motion Passed.

Motion/Second to ratify the 2018 legal mileage reimbursement rate of \$.545/mile, utilizing Robert's Rule of Order to conduct meetings, set the 2018 gopher bounty as \$2.00 per pair of front feet, ratify the legal posting location as the outdoor bulletin board and hall alcove, ratify West Sherburne Tribune as official publication, ratify Couri & Ruppe, PLLC as Town's law firm, ratify Sherburne State Bank – Princeton location as Town repository by: Hassett/Peterson. All Supervisors present approved. Motion passed.

ADJOURNMENT

Motion/Second to adjourn by: Adams/Hassett. All present approved. Motion Passed, adjourning the Regular Monthly & Reorganizational Meeting, on Wednesday January 31, 2017 at 8:16PM.

Respectfully Submitted,  
Brenda Kimberly-Maas  
Orrock Township Clerk

Accepted this 28<sup>th</sup> day of February 2018, by the Orrock Township Board of Supervisors.

\_\_\_\_\_  
Chairperson

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