



REGULAR MEETING
WEDNESDAY JUNE 27, 2018 7:00PM

The Orrock Township Board met in regular session, on Wednesday June 27, 2018 at 7:00PM, at the Orrock Town Hall, 26401 – 180th St. NW, Big Lake, Minnesota.

In attendance were Chair Charlie Gotzian, Vice-Chair Bryan Adams, Supervisor Bob Hassett, Supervisor Eric Peterson, Treasurer Laura Jones and Clerk Brenda Kimberly-Maas, Commander Steve Doran – Sherburne County Sheriff's Department, Mike Nielson – Town engineering firm, Darryl Waletzko – Town Contractor, local news reporter and several audience members. Supervisor Corrie Silverberg was absent. A quorum was present, the meeting was called to order by Vice-Chair Adams, at 7:00PM and the Pledge of Allegiance was recited. Chair Gotzian arrived after the Pledge of Allegiance and presided over the meeting.

Meeting Agenda Approval

Additions under Clerk's Business were "g. Approval of Election Judges for 2018 Primary", "h. Ordinance Review Committee" and "i. Logging Truck Overweight Permit".

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

Approval of Meeting Minutes

Motion/Second to approve the May Regular Meeting Minutes by: Gotzian/Adams. All Supervisors present approved. Motion Prevailed.

Sheriff's Report

Commander Steve Doran was present. He will provide a copy of the May calls-for-service Report, to Clerk Kimberly-Maas. A speed study is being conducted on a local county road, due to resident complaints of excessive speed. Speed limit enforcement will begin, in the near future.

Clerk's Business

Presentation of Petition to Vacate Portion of Drainage Easement

Clerk Kimberly-Maas presented a petition to vacate a portion of the drainage easement located on Lot 5, Block 3 of the Majestic Ridge Plat - PID# 35-430-0325. The petition was delivered to the Clerk by the property owner, Stephanie Thomsen 22964 – 185th Street NW, Big Lake, MN 55309 and had been signed by eight (8) people who owned property, within three (3) miles of the easement proposed to be vacated. Brenda prepared a Resolution 2018-02 Setting Public Hearing for Vacation of Drainage Easement. The date set for Public Hearing is to be on Wednesday, July 25, 2018 at 7:00PM.

Motion/Second to adopt Resolution 2018-02 Resolution Setting Public Hearing for Vacation of Drainage Easement by: Adams/Peterson. All Supervisors present approved. Motion Prevailed.

Orrock Lions Club

Brenda informed the Board she had been contacted by the Orrock Lions Club, who wished to address the Board. Lion Jeremy Reed introduced himself to the Board. He told the Board the recently formed Club is 24 members strong, looking for new members and meets at KJs Refuge. Supervisor Hassett asked if the Club would be selling pull-tabs. Jeremy stated the Club may do so in the future. But for now is concentrating on helping the community.

Ford 1-Ton

Brenda asked the Board if they wished to keep the 1-ton or sell it? Supervisor Adams stated the battery is dead and would need to be looked at to know what to set as the minimum purchase amount. Supervisor Peterson stated he is not

interested in taking on the job of evaluating the mechanical needs of the truck. Chair Gotzian asked Laura Jones if Sand Dunes Auto would be interested in the job. She stated the work could be done by the shop.

Motion/Second to authorize \$500 to have Sand Dunes Auto evaluate the mechanical needs of the Ford 1-ton truck by: Gotzian/Adams. All present Supervisors approved. Motion Prevailed.

Tobacco License Renewal – Orrack SA, LLC.

Clerk Kimberly-Maas presented to the Board the tobacco license renewal request made by Orrack SA, LLC. The owner of the store, Shobha Dihman had applied with Sherburne County Auditor's office on Monday June 25, 2018. His current license is set to expire on June 30, 2018. The Board had no concerns re-issuing the license. for tobacco license Brenda would like to set up two new email addresses for the incoming Deputy Treasurer and one for the future Deputy Clerk. The Board had no concerns re-issuing the license.

Clerk will make comments and Chair Gotzian sign the license.

2017 State Demographer and County Zoning population reports

The Town received the 2017 population reports from the State Demographer and County Zoning offices. Brenda presented the reports. She also told the Board there is a difference in the population numbers because the Demographer's office uses data through April 1, 2017 and the per household number used is 3.07. Where the County's data is through December 31, 2017 and the per household number used is 2.5.

Eagle Point Dedicated Easement

Clerk Kimberly-Maas contacted the Town's attorney to get additional information and questions answered about the dedicated easement. She requested a letter to address the concerns the residents/public and the Town Board has with regard to the unmarked, dedicated, road easement between Lot 1, Block 13 and Lot 19, Block 14 of the plat named Eagle Point. The requested letter will assist future Boards and residents understand what the Board and Public may or may not do in the matter of the easement. What Brenda learned is that the dedicated easement is considered a cartway because of its width. This means the Town cannot legally spend any public funds on it until a time at which it is opened and maintained by the Town OR a resolution is passed stating to do so is in the public's interest. The public dedication means the public has the right to use it. However, to what extent cannot be answered by the Town. Residents should hire their own legal counsel to find out what legal rights, if any, they have over the use of the unmarked road. At this point, any improvements to the easement is a private matter. Brenda will place the original letter in the Eagle Point Plat file and provided a copy of it to each Board member.

Election Judge Approval for Primary Elections

Brenda presented to the Board a list of the people who will be certified to serve as election judges, for the Primary elections. Supervisor Adams asked if she was finding it difficult to get people to serve. She told the Board she lost four of her past judges and there have not been any new people who have expressed an interest to date. The judges on the list have all served in prior elections and do a fine job for the Township.

Motion/Second to approve 2018 Primary Election Judges list by: Gotzian/Peterson. All present Supervisors approved. Motion Prevailed.

Ordinance Review Committee

The Town's attorney reviewed the current ordinances, as was requested. The suggested revisions were sent to the Board for review and adoption. Brenda suggested a committee be formed to review the revised ordinances, make additional changes and/or recommendations to the Board. Deputy Treasurer Goldsmith and Supervisor Adams volunteered to sit on the committee. Supervisor Silverberg will be contacted to see if he would also like to sit on the committee.

Brenda will contact Corrie to see if he is interested.

Overweight Permit for Logging

The Board heard from Matt Burgoyne who is in the process of letting out for bid a stand of timber. He has been asked to find out if the Board would issue an overweight permit to the winning bidder, for use of the section of 233rd Ave which is owned by the Town. He expects there will about thirty (30) loads of timber harvested. The winning bidder will have up to two (2) years to complete the harvest. Mike Nielson recommended the harvest contract state the time-frame for moving the lumber be restricted to the months of December – January, to minimize any road damage. Matt said that request should be fine. The usual process of obtaining an overweight permit will be followed when the harvest takes place. Matt would like a copy of the minutes as his documentation proof to the bidding companies, that an overweight permit may be issued for the harvest. Brenda will send a copy of the minutes to Matt.

Board Business/Supervisor Updates

Supervisor Adams

Bryan told the Board, in 2017, he and Darryl Waletzko had created a survey of the areas which would likely be in need of trimming in 2018. He and Darryl reviewed those areas and determined trees on 243rd Ave. west of Eagle Lake, the east side of Eagle Lake and 245th Ave. west of County Road 15 needed to be trimmed this year.

Bryan will put together RFQ specifications for the July meeting.

Bryan had a received four (4) quotes to get the seven (7) drain systems/catch basins cleaned. The low quote came from Schlomka’s Vac Truck Services. The total of the quote - \$1,360.00. Bryan would like to get all of the systems cleaned and set them up on a cleaning schedule.

Motion/Second authorizing Schlomka’s Vac Truck Services to clean the seven (7) drain/catch basin systems in for the amount of \$1,360.00 by: Adams/Peterson. All Supervisors present approved. Motion Prevailed.

Supervisor Hassett

Bob asked the Board what the collective thoughts are on acquiring 233rd Ave. and the work which needs to be done on it? Tree trimming is the biggest concern. Mike Nielson reminded the Board the grant includes \$35,000 for tree trimming and removal. But the amount of trimming and removal will likely exceed the grant amount. Mike had asked Sylva if they were interested in harvesting the lumber at no cost to the Town. They declined, as did another vendor. Mike stated the first thing to do is get the agreement in place with the DNR. Then a proposal of engineering costs should be done. Mike will work on getting the agreement in place and proposal design work. He would like to go out for bids in January 2019, for construction in 2019. He will have the agreement and proposal, for the July meeting.

Roads

2018 Projects

Mike Nielson informed the Board all of the overlay work and construction of the connection between Timberquest and Huggett Pines (185th St to 244th Ave) is completed. He had driven a couple of the completed work areas and reported the work looks good. He will make a punch list for July completion and presumes final payment will be presented for Board authorization at the July meeting. Mike also noted the project is running under budget by approximately \$15,000, because there were no concrete driveway approaches to be replaced.

Supervisor Hassett asked what was left to be done on the updates to the road maintenance map. Mike stated the road inspections are complete and work to assign each roads OCI is being done.

Supervisor Gotzian asked Darryl to count the number of potholes in the roads and report back to the Board in July. In the meantime, Clerk Kimberly-Maas will contact Erickson’s Asphalt to find out the pricing for repair, utilizing the infra-red technology.

FOLLOW-UP in July

Treasurer’s Business

Claims & Consent Agenda Approval

Laura informed the Board that the first tax payment was made to the Town. The amount received was about \$325,000.

Claims & Consent Agenda Approval

The claims were electronically sent to the Board for review prior to the meeting and were available for public review during the meeting. There were no questions or concerns with the claims presented. Motion/Second to approve the pay claims by: Gotzian/Peterson. All present were in favor. Motion Prevailed.

Treasurer’s Report

Laura reported the Town’s fund Balances as of May 31, 2018:

General Fund: \$ 103,833.70	Road & Bridge: \$195,546.97
Fire: -\$24,423.51	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 05/31/2018 by: Gotzian/Hassett. All present approved. Motion Prevailed.

Announcements

Habitat for Humanity Bike Tour will stop at the Town Hall, Sunday, July 15th between the hours of 8:00AM – 10:00AM. Supervisor Hassett informed the Clerk, he will not be available that day. Brenda will confirm with Corrie Silverberg, he is still available to open the building, stay until at least 10:00AM and secure the building after the event.

ISD 728 is holding a partnership meeting with local representatives whose resident children attend one of the districts schools. If someone would like to represent the Town, the meeting is scheduled for Monday, July 30, 2018 from 2-4PM, at the District's offices.

Affidavits of Candidacy filing will begin on Tuesday July 31 and end on Tuesday, August 14, 2018. Supervisor seats A, B & E and the Treasurer positions will be on the ballot. All four positions are four (4) year terms. Interested residents will want to contact the clerk to file.d

Adjournment

Motion/Second to adjourn by: Gotzian/Peterson. All present approved. Motion Passed, adjourning the Regular Monthly Meeting, on Wednesday June 27 30, 2018 at 7:43PM.

Respectfully Submitted,
Brenda Kimberly-Maas
Town of Orrock, Clerk

Accepted this 25th day of July 2018, by the Orrock Township Board of Supervisors.

Charles Gotzian, Chair

Attest: _____
Brenda Kimberly-Maas, Town Clerk