



Public Hearing – Road Vacation
Wednesday, April 27, 2022 – 6:30PM
Regular Meeting
Wednesday April 27, 2022 - 7:00PM

The Orrock Township Board met for the purpose of a Public Hearing for the matter of vacating a portion of road on Wednesday, April 27, 2022 at 6:30PM at the Orrock Town Hall, 26401 180th St. NW, Big Lake, Minnesota.

In attendance were Chair Bryan Adams, Supervisors Janine Arnold, Paul Ellinger, Gregg Felber, Bob Hassett and Treasurer Gary Goldsmith and Clerk Chris Weber. Also, in attendance were Sheldon Pool from Sand Dune Properties MN, LLC, Seth Monroe - Sand Dune Properties MN LLC Engineer and one audience member.

The Public Hearing was called to order by Chair Bryan Adams at 6:30PM and the Pledge of Allegiance to the United States was recited.

Chair Adams opened the meeting for public comments in the matter of vacating that portion of the following described road:

That part of the roadway as described in Supervisor’s Road Order dated May 30, 1881, filed October 18, 1881 in the office of the County Auditor, Sherburne County, Minnesota over the following described property:

That part of the South 33.00 feet of the South Half of the Southeast Quarter of Section 8, Township 34, Range 27, Sherburne County, Minnesota, which lies East of the West 33.00 feet of said South Half of the Southeast Quarter.
AND

That part of the North 33.00 feet of the North Half of the Northeast Quarter of Section 17, Township 34, Range 27, Sherburne County, Minnesota, which lies East of the West 33.00 feet of said North Half of the Northeast Quarter.

Chair Adams addressed the gallery noting that all interested landowners had been served the necessary paperwork and the public meeting notices were both published and posted at least 10-days prior to this Public Hearing. All board members examined the road easement.

There were no comments.

Chair Adams closed comments in the matter of vacating that portion of road adjacent to the property owned by Sand Dune Properties MN, LLC.

Motion/Second to close the public hearing comments by: Hassett/Felber. In favor: Adams, Arnold, Ellinger, Felber and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Pine Creek Estates West Road Vacation – Resolution 2022-09 Resolution Approving Vacation of Town Road

Clerk Weber presented Resolution 2022-09 Resolution Approving Vacation of Town Road for board consideration.

Motion/Second to adopt Resolution 2022-09 Resolution Approving Vacation of Town Road as presented and no damages to be awarded by: Felber/Arnold. In favor: Adams, Arnold, Ellinger, Felber and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Chair Adams called for a recess of the hearing at 6:37pm.

The Orrock Township Board met in regular session, on Wednesday April 27, 2022 at 7:00pm, at the Orrock Town Hall, 26401 180th St. NW, Big Lake, Minnesota.

In attendance were Chair Bryan Adams, Supervisors Janine Arnold, Paul Ellinger, Gregg Felber, Bob Hassett and Treasurer Gary Goldsmith and Clerk Chris Weber. Also, in attendance were Darryl Waletzko – Town Contractor, Town Engineer Kevin Kruger, Sergeant Luke McLean, two audience members and the Patriot News.

The April regular meeting was called to order by Chair Bryan Adams at 7:00PM.

Meeting Agenda Approval

Clerk Weber told the board that Loren Faibisch emailed her stating that she will be moving the beds, tires and fence by May 1st and asked to remove item 8C from the agenda.

Motion/Second to accept the revised meeting agenda by: Hassett/Felber. In favor: Adams, Arnold, Ellinger, Felber and Hassett. Opposed: None. Abstained: None.

Motion prevailed, and the meeting proceeded in accordance with the agenda as presented.

Approval of Meeting Minutes

Motion/Second to approve the March Regular Meeting Minutes by: Ellinger/Hassett. In favor: Adams, Arnold, Ellinger, Felber and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Motion/Second to approve the April Local Board of Appeal and Equalization Meeting Minutes by: Arnold/Felber. In favor: Adams, Arnold, Ellinger, Felber and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Sheriff's Report

Sergeant Luke McLean reported that there were 111 traffic stops in Orrock Township in March of 2022, compared to 47 traffic stops in March of 2021. There were 186 calls for service in 2022, up from 139 in 2021. He told the board that the increase in traffic stops is a county-wide trend. There was one Xcel Energy fraud in Orrock Township. Catalytic converter thefts are occurring in the St. Cloud area. There have been less grass fires this year.

Open Forum

Anne Felber, 25409 189th Street NW, Big Lake asked that the board, in the future, fund the budget at full complement.

Regular Business

Pine Crest Estates West Development Agreement – Discuss/Action

Clerk Weber presented the Pine Crest Estates West Development Agreement for board consideration. Treasurer Goldsmith stated that the letter of credit is inconsistent with the terms of the development agreement. The development agreement sets forth the terms of the letter of credit. Treasurer Goldsmith would like to see a statement in the development agreement that the acceptance of dedicated roads will occur upon the completion of the items under improvement dedications to the township.

Clerk Weber will work with Bob Ruppe on the changes to the development agreement and the letter of credit and present those to the board for review.

Pine Crest Estates West Final Plat Special Meeting – Discuss/Action

Clerk Weber requested that the board call for a special meeting for the purpose of discussing the Pine Crest Estates West Development, Plat Review, Development Agreement, Letter of Credit and 180th Street on May 11th.

Motion/Second call for a special meeting for the purpose of discussing the Pine Crest Estates West Development, Plat Review, Development Agreement, Letter of Credit and 180th Street road improvements on May 11th at 4PM by: Adams/Arnold. In favor: Adams, Arnold, Ellinger and Hassett. Opposed: Felber. Abstained: None. Motion Prevailed.

Sale of Tax Forfeited Land – PID 35-404-0418 – Discuss/Action

Clerk Weber presented an Orrock Township tax forfeited parcel. The PID is 35-404-0418. This lot is in Eagle Lake Shores. The township has the option to purchase this parcel at a cost of \$3,116.25. If the township does not purchase the parcel, the county will hold two types of sales - a closed bid sale offered to adjacent property owners only and a public sale. The board discussed whether it may be beneficial to purchase to property to use as a drainage easement. There is a catch basin on the opposite side of the road that may flow into the property. Darryl Waletzko will inspect the property to see if the existing catch basin runs to the lot.

This item will be placed on the May meeting agenda.

Handyman Services Contract Renewal

Clerk Weber presented the 2020 Handyman Contract for review and renewal.

Motion/Second to renew the 2020 Handyman Contract for one year by: Ellinger/Adams. In favor: Adams, Arnold, Ellinger, Felber and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Town Hall Expansion Update

Supervisor Adams told the board that the architect is getting the bid package completed. There was concern as to the timeline of the project. The building committee will schedule a meeting with the architect.

April 6, 2022 SCAT Meeting

Supervisor Adams reported that the county has contracted with HKGI to rewrite the existing comprehensive plan. The county will be working from the ground level up on the plan – meaning they will be working with townships for input on the comprehensive plan. Diane Arnold spoke on election integrity. There is a bit of conflict at the MAT and MATIT offices. Clerk Weber told the board that Sherburne County has launched a Household Hazardous Waste tool.

2021 Audit

Treasurer Goldsmith told the board that the clerk and the treasurer have been uploading audit documents. The field audit is scheduled for the week of May 16th.

ARPA Reporting

Treasurer Goldsmith and Clerk Weber have completed the Annual March 2022 SLFRF Compliance Report. The report stated cumulative ARPA funds expenditures in the amount of \$30,988.80 with an explanation that Revenue Replacement funds are allocated to general governmental services provided by the township, included but not limited to upgrading and expanding the town hall.

Roads

Tree Trimming Update

Chair Adams told the board that the tree trimming clean-up has been completed.

180th Street NW Road Construction Bids – Discuss/Action

Kevin Kruger presented a cost proposal from Sherburne County for the paving of 180th Street NW in the amount of \$79,537.55. He had MPM compare the pricing and their project estimate was \$105,000.00. The cost for the mix is in line with the cost per ton that the township is paying for their overlay project. Treasurer Goldsmith pointed out that the board could complete the project without creating a financial burden. The 2022 road projects are being completed for approximately \$98,000 less than the estimated budgeted cost. Kevin Kruger did not see any benefit in delaying the project until 2023.

Motion/Second to accept the Sherburne County cost proposal and enter into a cost-share agreement with Sherburne County by: Arnold/Adams. In favor: Adams, Arnold, Ellinger, Felber and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Spring Road Tour Report

Chair Adams presented the spring road tour report. Darryl Waletzko has completed the road grading. Darryl repaired the ATV damage and stated that further damage is occurring. The roads are in decent shape. There are 23 large cracks on 236th Avenue NW in the Woods at Eagle Lake. The estimated cost of patching the cracks is \$15-\$16,000. Kevin stated that the pavement on that road will last for 20 years, but it is a ride quality issue. He also said the road could be added to the seal coat project at an estimated cost of \$2,300. Road sweeping needs to be completed. There are some shouldering issues. There are approximately 13 potholes that need to be repaired. The estimated cost per pothole is \$160.00. Erickson Asphalt will be giving the township an estimate for the patching and pothole repairs. There are a couple of catch basins that are failing. Darryl Waletzko's estimated cost to repair the catch basins is \$6,500.00

Motion/Second to approve up to \$20,000 for crack/pothole patching by: Ellinger/Arnold. In favor: Adams, Arnold, Ellinger, Felber and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Motion/Second to approve the catch basin repair by Darryl Waletzko at an estimated amount of \$6,500 by: Ellinger/Felber. In favor: Adams, Arnold, Ellinger, Felber and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Swing-Away Mailbox Policy

Supervisor Felber told the board that the ordinance committee reviewed the mailbox ordinance and developed a mailbox policy. The policy requires swing-away mailboxes in new platted developments, new construction and new driveways. Existing mailbox supports would be replaced as the roads are re-built. The existing mailbox ordinance need to be repealed.

Motion/Second to adopt the Swing-Away Mailbox Policy and have the clerk draft an ordinance to repeal the existing mailbox ordinance at the May meeting by: Felber/Hassett. In favor: Adams, Arnold, Ellinger, Felber and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Supervisor Updates / Committee Reports

Supervisor Adams - None

Supervisor Arnold told the board that her notary has been approved and that the Sherburne County Trail Association approved the rental agreement for the trail shed if the township needs the use of the facility for elections.

Supervisor Ellinger - None

Supervisor Felber reported that the Zimmerman Livonia Fire Department is still having HVAC issues with the Big Lake Fire Department is working on a resolution to their roof issues.

Supervisor Hassett – None

Treasurer's Business

Claims Approval – Routine, Individual and Payroll

Claims and payroll were electronically sent to the Board for review and were available for public review during the meeting.

Routine Claims

Treasurer Goldsmith presented the board with routine claims in the amount of \$25,702.95.

Motion/Second to approve routine claims in the amount of \$25,702.95 by: Ellinger/Hassett. In favor: Adams, Arnold, Ellinger, Felber and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

These claims will be retained as a part of the Official Minutes, which are available in the Clerk’s Office.

Report of March Disbursements Not Paid Through Claims

Treasurer Goldsmith presented a memo and documentation regarding three transactions that occurred in March. One transaction was for the payment to Sherburne County Recorder for recording the Seton Foster Encroachment Agreement, one payment was to Lewis Software for filing the Q1 federal withholding tax return and there was a debit by Sherburne State Bank for the safe deposit annual rent. These disbursements occurred after the approval of March routine claims and did not go through routine claims. The total amount of these disbursements is \$83.45. No motion is needed as the township adopted a credit policy authorizing automatic approval of these claims.

These disbursements will be retained as a part of the Official Minutes, which are available in the Clerk’s Office

Payroll Claims –April 2022

Treasurer Goldsmith presented the Board with the payroll claims in the amount of \$2,855.39 for the month of April.

Motion/Second to approve the April payroll claims in the amount of \$2,855.39 by: Arnold/Adams. In favor: Adams, Arnold, Ellinger, Felber and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

These payroll claims will be retained as a part of the Official Minutes, which are available in the Clerk’s Office.

Cash Control Statement

Treasurer Goldsmith presented the Board with the Cash Control statement. Ending cash balance after reconciling the books with the bank statements: \$ 1,714,441.56. This amount included 4M fund balance.

Motion/Second to accept the March Cash Control Statement by: Hassett/Arnold. In favor: Adams, Arnold, Ellinger, Felber and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Financial Reports are retained as part of the Official Minutes, which are available in the Clerk’s Office.

Investment Update

The Sherburne State Bank Checking is earning 0.20%, the debit card checking is earning 0.20%, the CD is earning 0.15%, the money market account is earning 0.30% and the 4M fund is earning 0.05%.

Treasurer’s Report

Town Funds balances as of March 31, 2022:

General Fund:	\$ 81,026.17	Road & Bridge:	\$1,055,152.66
Fire:	\$ 29,655.13	Capital Reserve:	\$ 199,707.93
ARPA Fund:	\$ 174,625.73	Driveway Escrows:	\$ 18,000.00
SOEL Escrow:	\$ 25,905.41	Pine Crest Estates Escrow:	\$ 1,323.25

All remaining escrows are unchanged.

Motion/Second to accept the Treasurer’s Report date ending 03/31/2022 by: Arnold/Hassett. Approved by: Adams, Arnold, Ellinger, Felber and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Announcements

Clerk Weber Announced:

- May Board Meeting – Wednesday, May 25th @7PM, Town Hall

- MAT Town Law Review and Legal Short Course – Wednesday, May 25th – 9AM-3PM, Registration at 8AM – Rockwoods Conference Center (Cost \$65 per attendee)
- Recycle Day – Saturday, May 21st – 8AM-1PM – Town of Big Lake Maintenance Building
- Couri and Ruppe Township Legal Seminar – Wednesday, June 22nd – 9AM-4PM – Albertville City Hall (Pre-register online)

Adjournment

Motion/Second to adjourn the regular meeting by: Ellinger/Hassett. In favor: Adams, Arnold, Ellinger, Felber and Hassett. Opposed: None. Abstained: None. Motion Passed, adjourning the Regular Monthly Meeting, on Wednesday April 27, 2022 at 8:54PM.

Respectfully Submitted,
Chris Weber
Town of Orrock, Clerk

Accepted this 25th day of May 2022 by the Orrock Township Board of Supervisors.

Bryan Adams, Chair

Attest: _____
Chris Weber, Town Clerk