



Regular Meeting  
Wednesday June 22, 2022 - 7:00PM

The Orrock Township Board met in regular session, on Wednesday June 22, 2022 at the Orrock Town Hall, 26401 180th St. NW, Big Lake, Minnesota.

In attendance were Chair Bryan Adams, Supervisors Janine Arnold, Gregg Felber and Bob Hassett, Treasurer Gary Goldsmith and Clerk Chris Weber. Absent was Supervisor Paul Ellinger. Also, in attendance were Darryl Waletzko – Town Contractor, Sergeant Luke McLean, one audience member and the Patriot News.

A quorum was present, the meeting was called to order by Chair Bryan Adams, at 7:00PM and the Pledge of Allegiance to the United States of America was recited.

#### **Meeting Agenda Approval**

Motion/Second to accept the presented agenda by: Felber/Arnold. In favor: Adams, Arnold, Hassett and Felber. 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 May Regular Meeting Minutes by: Hassett/Arnold. In favor: Adams, Arnold, Felber and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

#### **Sheriff's Report**

Sergeant Luke McLean reported that there were a similar amount of traffic stops in May 2022 compared to May 2021. There were 110 traffic stops in 2022 and 103 in 2021. There were road hazards reports due to storms. Suspicious vehicle reports have been made due to dispersed camping in the state forest. On May 26<sup>th</sup> there was a large department presence on Ann Lake. The department had executed a felony warrant and the suspect was taken into custody without issue.

#### **Open Forum**

None

#### **Regular Business**

##### **Resolution 2022-11 A Resolution Appointing Election Judges for 2022 Primary Election – Discuss/Action**

Clerk Weber presented Resolution 2022-11 A Resolution Appointing Election Judges for 2022 Primary Election. Election judges must be appointed by the board at least 25 days prior to election day. Election judge training has not yet been completed, and appointment is contingent upon the election judges completing the required election judge training. There will be 6-7 election judges serving at the primary election.

Motion/Second to adopt Resolution 2022-11 A Resolution Appointing Election Judges for Primary Election by: Adams/Arnold. In favor: Adams, Arnold, and Hassett. Opposed: None. Abstained: Felber. Motion Prevailed.

#### **Town Hall Items**

##### **Building Bids - Information**

The lowest bid that was received for the town hall addition and renovation project was \$678,000, well above the estimated amount. The board felt that it would be prudent to pursue other building options or alternatives.

Motion/Second to reject all bids and authorize the building committee to pursue alternative solutions by: Adams/Hassett. In favor: Adams, Arnold, Felber and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

#### Midco Internet/Phone Installation - Information

Clerk Weber told the board that the Midco phone and internet installation is scheduled for July 20<sup>th</sup>.

#### Town Hall Maintenance Items

A replacement kitchen faucet has been purchased and needs to be installed. Supervisor Adams will install the faucet.

The town hall building had hailstorm damage. The claim has been reported to MATIT, the township's insurance company. The insurance inspector was at the town hall on Wednesday, June 15<sup>th</sup>. The deductible amount is \$2,500. There was damage to the town hall building siding and dimples in the roof. The shed was not damaged. The adjuster has not yet issued their final report.

A replacement light needs to be installed at the front eave of the town hall building. The estimated cost to replace and install an LED dusk-to-dawn flood light is \$358.19.

Motion/Second to approve the purchase and installation of an LED light for up to \$400 by: Felber/Arnold In favor: Adams, Arnold, Felber and Hassett. Opposed: None: Abstained: None. Motion Prevailed.

The septic repair was completed on Monday, June 13<sup>th</sup>. The grass area needs to be re-seeded. No action was taken and the board will re-visit in the fall.

Clerk Weber requested that the board approve the purchase of a four-drawer lateral file cabinet as more filing storage is needed at the town hall.

Motion/Second to approve the purchase of a four-drawer lateral file cabinet at a maximum cost of \$400 by: Adams/Hassett. In favor: Adams, Arnold, Felber and Hassett. Opposed: None: Abstained: None. Motion Prevailed.

Clerk Weber asked that the board approve the purchase of an outdoor drop box at a maximum cost of \$100. There are times when items need to be dropped off at town hall outside of normal hours.

Motion/Second to approve the purchase of an outdoor drop box at a maximum cost of \$100 and have Darryl Waletzko install the drop box by: Arnold/Felber. In favor: Adams, Arnold, Felber and Hassett. Opposed: None: Abstained: None. Motion Prevailed.

Clerk Weber thanked Treasurer Goldsmith for taking the recycling to Lake State Recycling.

#### Sherburne County Parks and Recreation System Plan

Clerk Weber told the board the Sherburne County is asking for input on a plan for future investments in Sherburne County's Parks and Recreations System. There are several opportunities to give input, including completing an online survey.

#### Roads

##### Ann Lake Boat Landing

The road committee reviewed the items of concern at the Ann Lake boat landing. The tree at the landing did fall and needs to be removed. They determined that placing no parking signs on the road leading into the landing would not have any benefit as it would divert parking to other adjacent roads. If the township has milling left from the sealcoating project, the township will have Darryl Waletzko drop the millings at the landing.

##### Storm Water Pond – Eagle Lake

Supervisor Hassett asked what work needs to be completed at the storm water pond on Eagle Lake. Darryl Waletzko responded that the pond should be dug out. The cost to dig out the silt, haul away and dispose will be approximately \$4,500 - \$5,000.

Motion/Second to authorize Darryl Waletzko to clean out the storm water pond at an amount not to exceed \$5,000 by: Adams/Hassett. In favor: Adams, Arnold, Felber and Hassett. Opposed: None. Abstained: None. Motion Prevalled.

Seton Foster Road Repair

Clerk Weber told the board that Mr. Foster’s new septic is scheduled for installation on June 23<sup>rd</sup>. She will follow up with Mr. Foster on the road repair and Supervisor Adams will meet Mr. Foster on site to discuss the road repair.

Supervisor Updates / Committee Reports

Supervisor Adams reported that all potholes have been marked, but the repairs have not been completed. He will follow up with Erickson Asphalt.

He told the board that the two CUP applications in Orrock Township were approved at the last planning and zoning advisory board meeting.

Supervisors Adams and Felber and Clerk Weber attended the township legal seminar. Supervisor Adams reported that the seminar was very well run and addressed many issues that are relevant to the township.

Supervisor Arnold reported that the finance committee will be starting contract negotiations with BLFD. The initial meeting is next week.

She also told the board that she had been contacted via email by a resident regarding a business being run out of an accessory building in their neighborhood. The business is generating a lot of traffic and noise. Supervisor Arnold told the resident that the business would need to apply for a CUP and referred the resident to the clerk for more information. A CUP application will most likely be coming before the board in the future.

Supervisor Felber reported that Big Lake Fire Department is beginning work on their roof. Zimmerman Livonia Fire Department may have their HVAC issues resolved and they are training their new firefighters. He announced that he is running for District 3 County Commissioner.

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 \$85,305.70.

Motion/Second to approve routine claims in the amount of \$85,305.70 by: Arnold/Felber. In favor: Adams, Arnold, Felber and Hassett. Opposed: None. Abstained: None. Motion Prevalled.

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

Payroll Claims – June 2022

Treasurer Goldsmith presented the Board with the payroll claims in the amount of \$2,497.98 for the month of June.

Motion/Second to approve the June payroll claims in the amount of \$2,497.98 by: Hassett/Felber. In favor: Adams, Arnold, Felber and Hassett. Opposed: None. Abstained: None. Motion Prevalled.

*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: \$ 1,645,360.01 This amount included 4M fund balance.

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

*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 accounts are earning 0.20%, the money market account is earning 0.30%, the CD is earning 0.15%, and the 4M fund is earning 0.51%. The bank is re-evaluating interest rates and Treasurer Goldsmith is waiting to hear back on the new rates.

Treasurer’s Report

Town Funds balances as of May 31, 2022:

General Fund:	\$ 71,846.59	Road & Bridge:	\$1,031,745.41
Fire:	\$ 29,655.13	Capital Reserve:	\$ 199,707.93
ARPA Fund:	\$ 167,422.85	Driveway Escrows:	\$ 24,000.00
SOEL Escrow:	\$ 25,905.41	Pine Crest Estates Escrow:	\$ 8,715.36

All remaining escrows are unchanged.

Motion/Second to accept the Treasurer’s Report date ending 05/31/2022 by: Adams/Arnold. Approved by: Adams, Arnold, Felber and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Treasurer Goldsmith will be working on reconciling open developer escrows.

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

Other Business

Clerk Weber told the board that Pine Crest Estates West is working with the county surveyor to get the approval for the mylars and that they expect to have them ready to be signed and recorded soon. The road construction should begin in the next week or two. The tree clearing took longer than originally expected, which delayed the construction.

Announcements

Clerk Weber Announced:

- July Board Meeting – Wednesday, July 27<sup>th</sup> – 7PM at Orrock Town Hall
- Candidate Filing Dates – Tuesday, August 2<sup>nd</sup> through Tuesday, August 16<sup>th</sup>
- Primary Election – Tuesday, August 9<sup>th</sup>

Adjournment

Motion/Second to adjourn the regular meeting by: Felber/Hassett. In favor: Adams, Arnold, Felber and Hassett. Opposed: None. Abstained: None. Motion Passed, adjourning the Regular Monthly on Wednesday June 22, 2022 at 7:45PM.

Respectfully Submitted,  
Chris Weber  
Town of Orrock, Clerk

Accepted this 27<sup>th</sup> day of July 2022 by the Orrock Township Board of Supervisors.

\_\_\_\_\_  
Bryan Adams, Chair

Attest: \_\_\_\_\_  
Chris Weber, Town Clerk