



Regular Meeting  
Wednesday April 24, 2024 - 7:00PM

The Orrock Township Board met in regular session, on Wednesday April 24, 2024 at 7PM at the Orrock Town Hall, 26401 – 180th St. NW, Big Lake, Minnesota.

In attendance were Vice-Chair Paul Ellinger, Supervisors Anne Felber, Gary Goldsmith and Bob Hassett, Treasurer Janine Arnold and Clerk Chris Weber. Also, in attendance were Sergeant Derek Barett, Kevin Kruger – Township Engineer, Darryl Waletzko – Township Contractor, no audience members and the Patriot News. Absent was Chair Bryan Adams.

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

#### **Meeting Agenda Approval**

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

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

#### **Approval of Consent Agenda**

##### **Treasurer's Consent Items**

All treasurer's items were electronically sent to the Board for review and were available for public review during the meeting.

##### **A. Routine Claims**

The amount of April routine claims was \$12,905.85.

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

##### **B. Report of March Disbursements Not Paid Through the Claims Process**

Treasurer Arnold had sent the board a memo and documentation regarding two transactions that occurred in March. The first transaction was payment to Sherburne State Bank for safe deposit rental in the amount of \$25.00 and the second transaction was a payment to Lewis Software for Q1 Federal tax filing fee in the amount of \$8.50. These disbursements occurred after the approval of March routine claims and did not go through routine claims. The total amount of these disbursements was \$33.50.

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

##### **C. Payroll Claims – April 2024**

The April payroll claims were in the amount of \$3,128.52.

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

Motion/Second to approve the Consent Agenda Items listed above and as sent to the board by: Felber/Hassett. In favor: Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None.

### **Regular Meeting Agenda**

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

Sergeant Derek Barrett reported that there were 96 traffic stops in Orrock Township in March of 2024, compared to 59 traffic stops in March of 2023. Most stops have been for speeding on the county roads. The department encourages people to call in if they witness somebody doing "donuts" or any other illegal driving. They can call in anonymously if they wish.

#### **Open Forum**

None

#### **Approval of Meeting Minutes**

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

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

#### **Regular Business**

##### **Handyman Services Contract Renewal**

Clerk Weber presented the 2020 Handyman Contract and Amendment for review and renewal. The board thanked Darryl for a job well done.

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

##### **ARPA Reporting**

Treasurer Arnold and Clerk Weber have completed the Annual March 2024 SLFRF Compliance Report. The report stated cumulative ARPA funds expenditures in the amount of \$411,229.06 with an explanation that Revenue Replacement funds are allocated to general governmental services provided by the township, including but not limited to rebuilding the town hall. The project is closed out.

##### **Recycle Day Volunteers - Saturday May 18<sup>th</sup> from 8AM – 1PM**

Clerk Weber told the board that Orrock Township needs to provide volunteers for the recycle day event, which is being held on Saturday, May 18<sup>th</sup> from 8AM to 1PM at the Town of Big Lake Maintenance Building. The township must have at least three volunteers at the event. Supervisor Ellinger, Supervisor Goldsmith and Clerk Weber volunteered their time. Treasurer Arnold will assist at the event if needed.

##### **Town Hall Landscaping**

Franny Gerde from Sherburne SWCD met with Clerk Weber onsite to develop a design concept for native prairie landscaping. There is a native prairie plantings incentive program that reimburses 75% of the seed cost up to a maximum of \$400.00. If the application for that program is submitted around May 1st, the SWCD board will consider that application at their May meeting.

Aaron Soltau from Prairie Restorations viewed the site with Supervisor Goldsmith and Clerk Weber. Minnesota Native Landscapes submitted their proposal based on the design concept that Franny Gerde supplied.

The proposed cost for the project from Minnesota Native Landscapes is \$5,185.00 and the proposed cost for the project from Prairie Restorations is \$5,596.00.

Supervisor Goldsmith stated that the Prairie Restorations proposal is more comprehensive and included more area behind the shed and by the roads. MNL is proposing hydro mulching, whereas Prairie Restorations is proposing straw

mulch. Prairie Restorations is also sowing with oats, which is an annual that will provide additional nutrition to the lawn. Supervisor Ellinger is concerned about erosion on the east side of the parking lot. Darryl Waletzko stated that area can be monitored. The area on the southeast side of the parking lot will be reserved for road product placement and will not need to be seeded.

Motion/Second to approve the Prairie Restorations Proposal and authorize the clerk to make appropriate changes to the product placement coverage area by: Goldsmith/Hassett. In favor: Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Motion/Second authorize the clerk to apply for Sherburne SWCD cost-share incentive program grant by: Ellinger/Goldsmith. In favor: Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Motion/Second to authorize the payment of a 50% deposit for Prairie Restorations proposal cost by: Goldsmith/Hassett. In favor: Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

#### Town Hall Fencing

Clerk Weber presented pricing for three vinyl fence options to the board and she recommended that the board authorize the purchase of the board's preferred fencing color and have Darryl Waletzko install the vinyl fence. The pricing is for materials needed to install a 30' x 12' fence. Some board members preferred the Belmont tan fencing and Supervisor Felber preferred the white color fencing.

Motion/Second to authorize Clerk Weber to purchase the Belmont tan fencing and materials to cover a 30' x 12' area at a maximum cost of \$1,200.00 by: Goldsmith/Hassett. In favor: Ellinger, Goldsmith and Hassett. Opposed: Felber. Abstained: None. Motion Prevailed.

The fencing and materials will be installed under the handyman contract.

Motion/Second to have Darryl Waletzko install river rock, edging and underlayment around the perimeter of the building, under the HVAC unit and underneath the fence at a cost not to exceed \$5,000.00 by: Ellinger/Goldsmith. In favor: Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

#### Roads

##### Sinkhole on 251<sup>st</sup> Avenue NE– Discuss/Action

On April 18th, Darryl Waletzko probed down 4 1/2 feet into the sinkhole on 251<sup>st</sup> Avenue NE (east of CR15) and did not find any tree matter but also stated that there is something that is causing the road to sink.

Kevin Kruger stated that this repair project could possibly be added to this year's road project. With a project like this it is difficult to know the full extent of the problem to determine the estimated cost.

Motion/Second to have Darryl Waletzko remove the asphalt, perform exploratory digging, remove the debris and backfill with Class 5 at a cost not to exceed \$15,000.00 by: Goldsmith/Hassett. In favor: Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

##### Beaver Dam – 183<sup>rd</sup> Street NW

On Tuesday, April 9th, Bryan Adams received a call informing him that the culvert on 183rd Street NW (Eagle Lake Shores) was blocked by a beaver dam. Road Authority Bob Hassett visited the site and, per the emergency road repairs resolution, Darryl Waletzko was called to bring in equipment and unplug the culvert. Clerk Weber contacted the beaver trapper and he went to the site to set traps. Darryl Waletzko inspected the site on April 24<sup>th</sup> and the culvert was still clear.

Darryl Waletzko purchased two poles to clear the culvert and he ran the cable back through. The poles will be brought back to the town hall building for storage. Waletzko stated that the culvert should be dredged out as there is muck that is beginning to plug the culvert. The DNR should be contacted prior to any dredging. Clerk Weber will contact the Little Falls DNR office.

Kevin Kruger presented information on a Beaver Buster. Supervisor Hassett will do research on the Beaver Buster.

Dredging and the Beaver Buster will be placed on the May meeting agenda.

#### Road Tour Report

Road Authority Bob Hassett presented the 2024 Road Tour Report to the board.

Darryl Waletzko's estimated cost to remove two trees at the corner of 256<sup>th</sup> Avenue NW and 166<sup>th</sup> Street NW in the Ann Lake area is \$2,500.00.

Motion/Second to have Darryl Waletzko remove the two trees and stumps at the corner of 256<sup>th</sup> Avenue NW and 166<sup>th</sup> Street NW in the Ann Lake area at a cost not to exceed \$2,500.00 by: Goldsmith/Hassett. In favor: Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Darryl Waletzko is concerned about the liability of leaving the concrete barriers near the cartway easement between Shores of Eagle Lake and Eagle Lake Shores.

Motion/Second to authorize Darryl Waletzko to bring the concrete barriers back to town hall and work with the clerk on a storage location by: Goldsmith/Felber. In favor: Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Motion/Second to have Darryl Waletzko add Class 5 and grade the parking lot at the Ann Lake boat landing by: Goldsmith/Hassett. In favor: Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Motion/Second to order two loads of asphalt millings to be delivered to the township by: Ellinger/Goldsmith. In favor: Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Supervisor Hassett will mark the potholes and Clerk Weber will work on the other items that are on the list.

#### 2024 Drainage Study

Kevin Kruger presented a proposal for the 2024 Orrock Township Drainage Study. The locations to be studied are West Eagle Lake, East of 190<sup>th</sup> Street between 232<sup>nd</sup> Avenue and 234<sup>th</sup> avenue; East Eagle Lake, West of County Road 5 between 233<sup>rd</sup> Avenue and 235<sup>th</sup> Avenue and North Lake Ann, South of 257<sup>th</sup> Avenue, between 164 ½ Street and 167 Street. The goal of the project is to identify the factors contributing to the drainage issues within the three areas and provide alternatives to improve the drainage in the areas. The project will consist of GIS desktop review of the contributing drainage area, analysis of proposed alternatives, and a final recommendation. The total estimated fee for the proposal is an hourly not-to-exceed fee of \$9,800.00.

Motion/Second to approve the WSB Orrock Township Road Drainage Study Proposal at an hourly rate not-to-exceed fee of \$9,800.00 by: Hassett/Goldsmith. In favor: Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

#### Supervisor Updates / Committee Reports

Supervisor Ellinger – Sand Dunes State Forest Open House, SCAT Meeting

Supervisor Felber – Sand Dunes State Forest Open House, SCAT Meeting, Bryan Lawrence's victory party, Coffee with the Mayor in Elk River. The recording of the March meeting discussion regarding the posting of videos that Felber posted on Facebook received 275 views. There is open meeting law legislation that may pass regarding the public comments portion of meetings need to be broadcast and Felber requested that pricing for an additional camera be placed on the meeting agenda.

Supervisor Goldsmith – None

Supervisor Hassett – None

#### Treasurer's Business

##### Cash Control Statement

Treasurer Arnold presented the Board with the Cash Control statement. Ending cash balance after reconciling the books with the bank statements: \$ 1,427,905.73. This amount included 4M fund balance.

Motion/Second to accept the March Cash Control Statement by: Felber/Goldsmith. In favor: Felber, Goldsmith 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

As of March 31, 2024, the Sherburne State Bank Checking was earning 1.09%, the Sherburne State Bank Debit Card Checking earned 1.09%, the money market account was earning 5.12%, the CD was earning 3.938%, and the 4M fund was earning 5.275%.

#### Treasurer's Report

Town Funds balances as of March 31, 2024:

General Fund:	\$ 178,450.17	Road & Bridge:	\$ 995,160.65
Fire:	\$ 64,112.80	Capital Reserve:	\$ 84,701.22
Driveway Escrows:	\$ 21,000.00	Pine Crest Estates Escrow:	\$ 1,860.06
SOEL Escrow:	\$ 24,394.91		

All remaining escrows are unchanged.

Motion/Second to accept the Treasurer's Report date ending 03/31/2024 by: Felber/Goldsmith. In favor: Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

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

#### Report of March Sherburne State Bank Securities Pledge Validation

Treasurer Arnold presented the Report of March Sherburne State Bank Securities Pledge Validation to the board. The required pledge amount was \$895,955.51. The securities pledge amount was \$1,634,295.51 which was \$750,340.00 over the required pledge amount.

*This report will be retained as part of the Official Minutes, which are available in the Clerk's Office and are attached to the minutes.*

#### CD Renewal

The current CD matures on 5/21/2024 with a current balance of \$257,491.07. Treasurer Arnold told the board that the current CD rates as of 4/19/2024 were as follows with the rates subject to change. Arnold recommended that the board minimally invest \$250,000 in the 13-month CD option provided those rates stay somewhat steady over the next month. The board could choose the 23-month option if the board is looking for a longer-term guaranteed return on investment.

- 5 month 5.05% APY
- 13 month 4.25% APY
- 23 month 4.0% APY
- 35 month 3.75% APY

Motion/Second to purchase a 13-month CD in the amount of \$250,000.00 by: Ellinger/Goldsmith In favor: Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

#### Announcements

Clerk Weber Announced:

- May Board Meeting – Wednesday, May 22nd @ 7PM
- Recycle Day – Saturday, May 18th – 8AM-1PM – Town of Big Lake Maintenance Building (3 volunteers are needed)
- Township Legal Seminar – June 13, 2024 – 9AM – 4PM – Albertville City Hall (Pre-registration required)

**Adjournment**

Motion/Second to adjourn the regular meeting by: Goldsmith/Felber. In favor: Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Absent: Adams. Motion Passed, adjourning the Regular Monthly Meeting, on Wednesday April 24, 2024 at 8:42PM.

Respectfully Submitted,  
Chris Weber  
Town of Orrock, Clerk

Accepted this **22<sup>nd</sup>** day of May 2024 by the Orrock Township Board of Supervisors.

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

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