



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

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

In attendance were Chair Bryan Adams, Supervisors: Paul Ellinger, Anne Felber, Gary Goldsmith, Bob Hassett, Treasurer Janine Arnold and Clerk Chris Weber. Also, in attendance were Sergeant Derek Barett, Molly Thompson and Riann George – Schlenner Wenner auditors, nine audience members 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 July meeting agenda as presented by: Ellinger/Goldsmith. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None.

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

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 July routine claims was \$46,208.44.

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

B. Report of June Disbursements Not Paid Through the Claims Process

Treasurer Arnold had sent the board a memo and documentation regarding one transaction that occurred in June. The transaction was for payment to Lewis Software for Q2 Federal tax filing fee in the amount of \$10.50. This disbursement occurred after the approval of June routine claims and did not go through routine claims.

This disbursement will be retained as a part of the Official Minutes, which are available in the Clerk's Office

C. Payroll Claims – July 2024

The July payroll claims were in the amount of \$3,152.05.

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: Goldsmith/Hassett. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None.

Regular Meeting Agenda

Sheriff's Report

Sergeant Derek Barrett reported that there were 79 traffic stops in Orrock Township in June of 2024, compared to 49 traffic stops in June of 2023. There were 197 total calls for service in June of 2024 and 207 total calls for service in June of 2023. On June 6th two vehicles were broken into near CSAH 75 and CSAH 4. Both vehicles were most likely left unlocked. On June 25th there was a theft of tools out of a vehicle at the 23700 block in the Shores of Eagle Lake area. There have been vehicle break-ins in July at the Ann Lake day use area.

Due to speeding complaints, there were extra patrol requests placed on CSAH 75 on the west side of Eagle Lake. The county also conducted a speed study at the location. Sergeant Barrett presented the results of the extended speed study. The northbound traffic average speed was 41.7 miles per hour with the 85th percentile speed being 46.85 miles per hour. Southbound traffic average speed was 38.29 and the 85th percentile speed was 46.39MPH. There are some high speeds in the area but it is a relatively low number of drivers that are speeding (.8%). The perception is that drivers are speeding on the curve but, when they were clocked, most drivers are within the 45MPH speed limit. The end goal of the study is to make drivers aware that the area is a 45MPH speed limit zone.

Open Forum

Denna McElhaney asked if there is a rooster ordinance in Orrock Township. Orrock Township does not have a poultry or rooster ordinance.

Approval of Meeting Minutes

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

Regular Business

2023 Audit Presentation – Ashley Meagher – Schlenner Wenner

Molly Thompson and Riann George from Schlenner Wenner presented the 2023 audit report to the board. Molly explained the auditing process and reported on the audit findings. The audit is a review of: accounting policies, unusual transactions, Minnesota legal compliance issues and alternative treatments. Thompson told the board that the audit went smoothly, they had a positive working relationship with management and nothing unusual was noted in terms of recorded transactions or accounting policies/treatments. Thompson stated that the audit of the 2023 fiscal year resulted in an unmodified and clean opinion.

Financial highlights were discussed showing trends and stability of the funds. The General Fund, Road and Bridge, Fire and Nonmajor funds were all detailed.

A full copy of the audit report is available at town hall.

Motion/Second to accept the 2023 audit as presented by: Felber/Hassett. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Draft Mississippi River St. Cloud Comprehensive Watershed Management Plan for the Formal 60-day Period

The draft Mississippi River St. Cloud Comprehensive Watershed (MRSC) Management Plan has been approved by their Policy Committee and has been submitted for the formal 60-day review period. They are asking for comments from the township and other entities.

The Mississippi River St. Cloud Comprehensive Watershed Management Plan (Plan) is a unifying water management strategy for the Mississippi River St. Cloud Watershed (Watershed). It was developed and will be implemented by local government units across the Watershed (Partnership), as well as their partners from state and federal agencies, non-profit organizations, citizens, and other stakeholders. The Plan focuses on restoring impaired waters and habitats, protecting high quality water resources and habitat, and protecting groundwater quality through holistic management.

I-75 Baldwin Township - Order Granting Incorporation

Clerk Weber told the board that Baldwin Township's petition for order of incorporation was granted. Their incorporation shall be effective upon the election and qualification of the new City Council as outlined in the order.

David Jelinski Request for Second Driveway Access

On Tuesday July 23rd the clerk received a request to add a second driveway access at 26077 157th Street NW. Legal precedent dictates that the board cannot deny a second driveway access unless there are safety concerns, such as curves in the road. The applicant has completed the driveway access application and paid the escrow deposit and inspection fee. Chair Adams had approved the location of the driveway. In the future, the road authority can approve a second driveway access and the board will be made aware of the additional driveway access request.

Motion/Second to allow the second driveway access at 26077 157th Street NW by: Goldsmith/Ellinger. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Roads

Tree Trimming RFQ

Chair Adams presented the Tree Trimming request for proposal and map showing all the areas that should have trees trimmed. On the west side of Eagle lake, there is only one road planned for this year's trimming. The remainder of those roads will be scheduled for trimming in 2025.

Motion/Second to solicit tree trimming proposals as presented by: Adams/Hassett. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

2025 Road Tour Report

Chair Adams has started a tracking form for the 2025 road tour so that items that may need attention do not get missed. These observations have been made by Bryan Adams, Darryl Waletzko and Bob Hassett.

Brush Trimming

The estimated cost to have Darryl Waletzko complete brush trimming in the township is \$4,000.00. Supervisor Ellinger stated that portions of 232nd Avenue, on the West side of Eagle Lake, need to be trimmed immediately.

Motion/Second to authorize up to \$4,000.00 under the handyman contract to have Darryl Waletzko complete brush trimming in the township by: Goldsmith/Hassett. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Supervisor Updates / Committee Reports

Supervisor Adams – stated that the township should have WSB produce a map of the catch basins that are in the township. The catch basin on Eagle Lake Point should be cleaned, as well as the other basins. The clerk will contact Schlomka's Vacuum Truck Service for a quote for cleaning out storm basins after we have a map of the locations.

Motion/Second to have WSB create a map of catch basin locations in the township by: Adams/Felber. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Supervisor Ellinger – attended Sherburne County Cannabis/Fire Siren meeting. Xcel is phasing out the warning sirens and the township may be required to take over maintenance of warning sirens. The township will continue to monitor the status of the warning sirens maintenance.

Supervisor Felber – attended the Sherburne County Cannabis/Fire Siren meeting. The cannabis issue and regulations are still unclear. Attended National Association of Counties Conference in Tampa. Attended the Sherburne County Fair. Fielded general constituent calls.

Supervisor Goldsmith – None

Supervisor Hassett – None

Clerk Weber – Aaron Soltau from Prairie Restorations inspected the landscaping progress on 7/17. The landscaping is coming in ahead of schedule. The landscaping can be mowed at a height of 4" – 6" next week (around July 31st).

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: \$ 1,806,454.63. This amount included 4M fund balance.

Motion/Second to accept the June Cash Control Statement by: Goldsmith/Hassett. In favor: Adams, 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 June 30, 2024, the Sherburne State Bank Checking was earning 1.09%, the Sherburne State Bank Debit Card Checking earned 1.08%, the money market account was earning 5.12%, the CD was earning 4.185%, and the 4M fund was earning 5.234%.

Treasurer's Report

Town Funds balances as of June 30, 2024:

General Fund:	\$ 228,864.28	Road & Bridge:	\$ 855,552.36
Fire:	\$ 77,508.72	Capital Reserve:	\$ 147,860.81
Driveway Escrows:	\$ 18,000.00	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 06/30/2024 by: Goldsmith/Ellinger. In favor: Adams, 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 June Sherburne State Bank Securities Pledge Validation

Treasurer Arnold presented the Report of June Sherburne State Bank Securities Pledge Validation to the board. The required pledge amount was \$1,303,054.09. The securities pledge amount was \$1,588,396.41 which was \$285,342.32 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.

Treasurer Arnold requested that the board approve the transfer of \$100,000.00 from the checking account to the money market account.

Motion/Second to approve the transfer of \$100,000.00 from the checking account to the money market account by: Ellinger/Goldsmith. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Treasurer Arnold stated that the final part 1 property tax payment, in the amount of \$184,342.23 was received in July.

Announcements

Clerk Weber Announced:

- August Board Meeting – Wednesday, August 28th @ 7PM
- Candidate Filing Dates - Tuesday, July 30th through Tuesday, August 13th at 5PM
- Primary Election – Tuesday, August 13th
- Sherburne County Free Mattress Recycling Event – September 7, 2024 – 9AM-1PM – Vonco II Landfill, 15301 140th Ave NW, Becker, MN
- CSAH 4 Detour (Work on bridge over St. Francis River) – Construction closure began on July 10th with completion set to be September 20th
- MAT District 7 Meeting – Tuesday August 20, 2024 – 6:00PM Registration, 6:30PM Meeting – Anoka Ramsey Community College – Cambridge Campus

Adjournment

Motion/Second to adjourn the regular meeting by: Felber/Ellinger. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Absent: None. Motion Passed, adjourning the Regular Monthly Meeting, on Wednesday July 24, 2024, at 7:48PM.

Respectfully Submitted,
Chris Weber
Town of Orrock, Clerk

Accepted this **28th** day of August 2024 by the Orrock Township Board of Supervisors.

Bryan Adams, Chair

Attest: _____
Chris Weber, Town Clerk