



## ANNUAL MEETING

Tuesday, March 11, 2025 – 7:00pm

The Orrock Township Electorate met for their Annual Meeting, on Tuesday March 11, 2025. The meeting took place at the Orrock Town Hall, 26401 – 180th St. NW, Big Lake, Minnesota.

The meeting was called to order by Clerk Shelley Erickson at 7:00PM and the Pledge of Allegiance was recited by the Electorate. 22 residents were in attendance. Also, in attendance was Patriot News.

### **Call for Nominations to Elect the Annual Meeting Moderator**

Boaz Erickson nominated himself as the Annual Meeting Moderator. Don Stauffer seconded the nomination. No other nominations were made.

*Electorate vote: Voice vote approval to install Boaz Erickson as Moderator. The motion passed unanimously.*

### **Motion to Approve 2025 Annual Meeting Agenda**

Boaz Erickson called for a motion to approve the agenda as written.

*Motion to approve the 2025 Annual Meeting agenda as written. Motion by: Gregg Felber Seconded by: Brenda Kimberly-Maas The motion passed unanimously.*

### **Call for Motion to Dispense with the Reading of 2024 Annual Meeting Minutes**

Brenda Kimberly-Maas moved to dispense with reading the 2024 annual meeting minutes and to ratify the minutes as written. Gary Goldsmith seconded the motion.

*The motion passed unanimously.*

### **Call for Motion to Approve 2024 Annual Meeting Minutes**

This agenda item was addressed in the previous motion.

### **Board of Audit Report/Financial Report**

Brenda Kimberly-Maas made a motion to waive the reading of all checks and receipts and have the treasurer read a synopsis instead. Don Stauffer seconded the motion.

*The motion passed unanimously.*

Gary Goldsmith provided a summary of the Board of Audit and financial report. He explained that the Board of Audit reviews the Township's finances throughout the year and conducts a more detailed audit annually. The financial report showed that the Township started 2024 with about \$1 million, had receipts of about

\$1.3 million (mostly tax revenue), and ended with a balance of \$1.9 million. Goldsmith noted that the high balance was due to saving for future road reconstruction projects.

He also explained the statutory requirements for the treasurer's report and the detailed process of the Board of Audit, which includes randomly selecting receipts and disbursements for review.

Goldsmith emphasized the Township's use of the City and Township Accounting Systems software and the regular balancing of records with bank statements. The Board of Audit report shows the following:

- Receipts Verified:
  - #897378 paid to the town by – Alina Vizenor - \$102.00
  - #448201 paid to the town by – CenterPoint Energy - \$100.00
  - #897639 paid to the town by – Sherburne County - \$414,189.11All three were verified to be accurate.
- Disbursements Verified:
  - #11977 paid to WSB - \$25,496.50
  - #12012 paid to Treasurer - \$377.74
  - #11905 paid to Big Lake Fire Department - \$38,366.69All three were verified to be accurate.

The Board of Audit found all documentation concerning these transactions to be in order. Cash Basis accounting reports were also verified.

### **2023 External Audits Report**

Clerk Shelley Erickson presented the 2023 external audit report conducted by Schlenner Wenner & Co. She reported that the audit went smoothly, with a positive working relationship between the auditors and management. No unusual transactions or accounting policies were noted. Erickson mentioned that the 2024 audit was currently in progress.

### **2024 Township Overview**

Clerk Shelley Erickson provided an overview of the Township's 2024 statistics:

- Estimated population: 4,737
- New home permits issued: 25
- Tax capacity: \$6,392M
- 2025 taxable market value: \$626,893,261

Gary Goldsmith noted that the taxable market value had only increased by \$4 million from the previous year, which would require careful consideration when increasing the levy.

Erickson also reported on residential development:

- Shores of Eagle Lake: 11 building permits issued in 2024, nearly fully built out.
- Pine Crest Estates: 23 flat developments, 11 building permits have been issued.
- The Annual Recycle Day in 2024 had 47 Orrock Township residents participating, representing 19% of the total 243 participants. The 2025 Recycle Day was scheduled for May 17. Anne Felber encouraged residents to volunteer for the event.
- Annual Meeting Electorate (town residents) approved and certified the levy for taxes payable in 2025.
  - 1,125,000
  - Road and Bridge \$850,000 is 76% of the levy

- Fire Protection \$140,000 is 11%
  - General fund (day-to-day operations of the Town) is 12% of the levy
- Elections – Orrock Township residents elected two Town Board members and a Town Clerk on November 5, 2024. A total of three positions were on the November ballot for four-year terms.

Outgoing Supervisor – Bob Hassett (Resigned in October 2024)

Outgoing Supervisor – Gary Goldsmith

Outgoing Clerk – Chris Weber (Did not run for re-election)

Outgoing Treasurer – Janine Arnold (Resigned)

Newly Elected Supervisors – Dalton Keiderling and Peter Owen

Newly Elected Clerk – Shelley Erickson

Newly Appointed Treasurer – Kellie McConville

1,747 ballots were cast in person at the November General Election, 698 absentee ballots were cast for a total of 2,445 ballots cast. 2,662 voters were registered at 7am and 179 voters registered on site. Total Orrock Township registered 2,841 voters. 86% of registered voters voted.

### **Big Lake and Zimmerman Fire Report**

Paul Ellinger reported on the recent Big Lake Fire Department meeting. He explained that the fire protection formula is based on the department's budget and Orrock Township's percentage of total calls. Ellinger noted that the formula is similar but slightly different from the Zimmerman Fire Board. He expressed satisfaction with both departments' assistance in providing fire service to the area.

- 2024 Calls for Service 35 Total
- Big Lake Fire Department 14
- Zimmerman Livonia Fire District 21

### **2024 Report of Levy and Receipts**

Peter Owen reported that the 2024 road and bridge fund revenue was \$650,000, with actual rebate receipts of \$657,162.59.

### **2024 Report of Total Road Expenditures**

Owen provided a breakdown of the 2024 total road expenditures, which amounted to \$574,115.95. This included:

- Road improvement overlay projects: \$389,543 (including engineering)
- Snow and ice control: \$35,000
- Pothole filling and patching: \$6,772
- Sinkhole repairs: \$15,808
- Tree trimming, brush trimming, and stump removal: \$54,004.45
- Culvert and basin cleaning: \$13,783
- Ditch mowing: \$8,000
- Signs: \$6,590
- Road drainage studies: \$9,461

### **2024 Report of Road Maintenance Activities**

Owen discussed the 2024 road maintenance activities, including tree trimming, brush removal, culvert and basin cleaning, and pothole filling. He also reported on the overlay projects completed in 2024, totaling \$346,940 (excluding engineering fees).

### **2025 Road Projects**

Owen presented the road improvements overlay and paving plan for 2025, with an estimated cost of \$369,029.48 (excluding engineering fees). He detailed the specific road sections to be improved.

Anne Felber added that a section of road around Eagle Lake was postponed for further community input and consideration of timing due to its complexity.

### **Presentation of the Proposed 2026 Tax Levy**

Gary Goldsmith presented the Board's recommendation for the 2026 tax levy, totaling \$1,125,000, which represented a 0% increase from the previous year. He broke down the levy by fund:

- General Fund: \$95,000 (decreased from \$135,000)
- Road and Bridge: \$875,000 (increased from \$850,000)
- Fire: \$140,000 (unchanged)
- Capital Fund: \$15,000 (new addition)

Goldsmith explained the reasons for changes in each fund and discussed the historical context of the levy. He also presented slides showing the revenue history, levy versus net tax capacity, and historical data by fund.

### **Call for Business from the Floor**

Stacy Shutta stated that she would like to have access to recorded townhall meetings. It was suggested the Township consider creating a YouTube channel for this.

It was asked when the current snowplow contract would be completed and what would happen when this occurred. Chair Felber replied that the Township would send out for bids.

There was discussion about changing the 2" trigger snow policy to a 1" trigger before the Township plows the roads. The pros and cons were discussed. It was also asked how the decision was made for when to plow the roads. Supervisor Owen explained that it largely depended on the weather forecast and circumstances.

There was more discussion about the upcoming overlay project. The decisions were made on the recommendations of the Township engineer and road authority.

There was discussion about how the Supervisors are compensated for their time. Consensus of the electorate was that the Supervisors are inadequately compensated and that it should be reviewed and revised.

Chair Felber stated the need for updating the current Township technology. Discussion took place. Don Stauffer asked what updates were needed and what amount would be needed. It was suggested that the amount of \$10,000 would be needed. A motion was made by Gary Goldsmith, seconded by Brenda Kimberely-Maas, to recommend that the Board invest in technology upgrades to include the purchase of laptop computers for Supervisors' use, security analysis, Teams configuration and setup review and other needs at the discretion of the Board.

**Approval of the 2026 Proposed Tax Levy (MS 365.10)**

Motion was made to approve the 2026 Levy amounts as presented and recommended.

*Motion by: Don Stauffer    Seconded by: Gregg Felber    The motion passed unanimously.*

**Set Date, Time, and Location for the 2026 Annual Meeting**

State statutes dictate the date for Township Annual Meetings as the second Tuesday of March. For 2026 that date is March 10, 2026. A motion was called to set the annual meeting to be held March 10, 2026 at the Orrock Townhall, beginning at 7:00pm.

*Motion by: Gregg Felber    Seconded by: Don Stauffer    The motion passed unanimously.*

**Announcements**

Local Board of Appeal and Equalization – Wednesday, April 9th @ 6PM - Town Hall

Annual Recycle Day - Saturday, May 17th – 8AM to 1PM – Town of Big Lake Maintenance Building - 20150 166th Street NW, Big Lake

Regular Township Board Meetings – Fourth Wednesday of the Month 7PM - Town Hall, Except for November and December, which will be held on the third Wednesday of these months.

**Motion to Adjourn or Recess the Annual Meeting**

Motion was made to adjourn the 2025 Annual Meeting and certify the 2026 levy to the Sherburne County Auditor's Office by September 30, 2025.

*Motion by: Anne Felber    Seconded by: Gregg Felber    The motion passed unanimously adjourning the 2025 Annual Meeting on Tuesday, March 11, 2025 at 8:35PM.*

Respectfully Submitted,  
Shelley Erickson  
Town of Orrock, Clerk

Attest: \_\_\_\_\_

\_\_\_\_\_  
Boaz Erickson, Meeting Moderator

\_\_\_\_\_  
Shelley Erickson, Clerk

Dated: \_\_\_\_\_

Draft minutes presented to the Board on this 26<sup>h</sup> day of March 2025.

Attest: \_\_\_\_\_

\_\_\_\_\_  
Ann Felber, Chair

\_\_\_\_\_  
Shelley Erickson, Town Clerk

Attendees: Dalton Keiderling, Christine Keiderling, Peter Owen, Katie Owen, Paul Ellinger, Anne Felber, Gregg Felber, Shelley Erickson, Boaz Erickson, Kellie McConville, Ross & Mari Reno, Ted & Stacy Schutta, Gary Goldsmith, Barbara Montany, Michael Montany, Karel Lind, John & Candy Berg, Don Stauffer, Clinton Christianson, Brenda Kimberly-Maas and Don Bellach.