

TOWN OF ORROCK

REGULAR MONTHLY Meeting Wednesday

April 22, 2026 7:00PM

1. **CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE**

2. **APPROVAL OF APRIL MEETING AGENDA**

3. **APPROVE CONSENT AGENDA**

The Consent Agenda groups routine meeting discussion points and normal business decisions into a single agenda item. In so doing, the grouped items can be approved in one action, rather than through the filing of multiple motions. For both Consent and Regular Agenda items, the same legal, financial, and policy evaluations are conducted and reported to the Town Board. Any Board Supervisor can request an item be removed from the Consent Agenda and presented individually for consideration by the Town Board.

Review or approval of Treasurer's Reports:

- A. Routine claims – Approve
- B. Payroll – April 2026 – Approve
- C. Disbursements made not via claims - Approve

4. **SHERIFF'S REPORT**

Sergeant Alex Dehn

5. **OPEN FORUM**

Business presented during open forum will be limited to 3 minutes per person. The Board reserves the right to defer any action on business presented, during open forum. State your full name and address for the record. Keep everything in statement form. Questions may be submitted in writing for future Board consideration. Once your time is up, any further interaction will be initiated by the Board.

6. **APPROVAL OF MEETING MINUTES**

- A. March Monthly Meeting
- B. Annual Local Board of Appeal and Equalization

7. **REGULAR BUSINESS**

- A. Handyman Services Contract Renewal – Discuss/Action
- B. Snow Removal Contract Renewal – Discuss/Action
- C. Gopher Bounty Resolution – Information
- D. Healing Heartbeats thru Hoofbeats – Discuss/Action
- E. Ann Lake Update – Discuss/TBD
- F. Sirens – Discuss/TBD

Disclaimer: The agenda has been prepared to provide information regarding an upcoming meeting of the Orrock Town Board of Supervisors.

This document does not claim to be complete and is subject to change.

This meeting is being recorded, for the purpose of aiding the township's Clerk with transcription of official minutes & on occasion uploaded to the Township website for public viewing.

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8. PLANNING AND ZONING

- A. Environmental Regulations and Building Code Outreach - Information
- B. Sherburne County Zoning and Subdivision Ordinance Updates
- C. Bahr Haunted Acres Driveway Request

9. ROADS

- A. 2026 Spring Road Tour – Discussion
- B. Street Sweeping – Discussion
- C. Two Sinks holes on 181st Street – Discussion
- D. Weight Limit Signs on 233rd east of Co Rd 15 - Discussion

10. BOARD BUSINESS/UPDATES – COMMITTEE REPORTS

- A. Adams
- B. Ellinger
- C. Felber
- D. Owen
- E. Keiderling

11. TREASURER BUSINESS

- A. Cash Control Statement and Investment Update - Approve
- B. Treasurer’s Report - Approve
- C. Report of March Sherburne State Bank Securities Pledge Validation - Review

12. ANNOUNCEMENTS

- A. May Board Meeting – Wednesday, May 27th @ 7PM
- B. Recycle Day – Saturday, May 16th – 8AM-12PM – Town of Big Lake Maintenance Building
- C. Township Legal Seminar – June 25, 2026 – 9AM – 4PM – Albertville City Hall
- D. League of Minnesota Cities Annual Conference – June 24 – 26, 2026 – Rochester Mayo Civic Center
- E. The DNR has begun prescribed burns in the Sherburne National Wildlife Refuge. For more information, visit www.fws.gov/refuge/sherburne/ or contact us at sherburne@fws.gov or 763-389-3323.

13. ADJOURNMENT

Disclaimer: The agenda has been prepared to provide information regarding an upcoming meeting of the Orrock Town Board of Supervisors.

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Sherburne County Sheriff
 13880 Business Center Dr
 Elk River MN 55330
 Ph: (763) 765-3500

CAD Summary Report - Orrock Township March 2026

Sherburne County Sheriff

	03/26	Total
9009 STOP ARM VIOLATION	1	1
90600 THEFT	1	1
90900 ASSAULT	1	1
91000 DRUGS/NARCOTICS	1	1
91600 DISTURBING THE PEACE	1	1
91650 HARASSMENT	3	3
91800 PROPERTY DAMAGE	2	2
9201 DAR/DAS/DAC	1	1
92200 CRIMES AGAINST ADMIN JUS	1	1
92700 TRESPASS	2	2
9313 PROPERTY FOUND	2	2
9440 ACCIDENT-MV-PROPERTY DAM	1	1
9450 ACCIDENT-MV-PRP DM HR	1	1
9462 ACCIDENT-VEHICLE VS ANIMA	1	1
9561 CONSERVATION	3	3
9562 DOG COMPLAINT	4	4
9604 FIRE-GRASS	1	1
9609 ALARM-FIRE	1	1
9730 MEDICAL	10	10
9740 MENTAL CASE	8	8
9762 ALARM-MEDICAL	1	1
9800 MISCELLANEOUS PUBLIC	1	1
9801 DOMESTIC	1	1
9802 PUBLIC ASSIST	1	1
9805 CIVIL COMPLAINT	1	1
9807 TRAFFIC STOP	41	41
9808 TRAFFIC COMPLAINT	1	1
9809 SNOWMOBILE COMPLAINT	10	10
9811 SUSPICIOUS PERSON	1	1
9817 SECURITY CHECK	7	7
9823 CHECK THE WELFARE	6	6
9824 BURNING COMPLAINT	1	1
9826 ATV COMPLAINT	1	1
9827 SHOOTING COMPLAINT	1	1
9834 PARKING COMPLAINT	1	1
9850 PAPER SERVICE	3	3
9853 SUSPICIOUS ACTIVITY	1	1
9863 HAZARDOUS ROAD CONDITIONS	1	1
9900 MISCELLANEOUS OFFICER	7	7
9937 911 HANG UP	2	2
COV	1	1
Followup	1	1
Vandalism	1	1
Total	175	175



Sherburne County Sheriff
 13880 Business Center Dr
 Elk River MN 55330
 Ph: (763) 765-3500

CAD Summary Report - ORROCK TOWNSHIP MARCH 2025

Sherburne County Sheriff

	03/25	Total
9009 STOP ARM VIOLATION	2	2
90600 THEFT	1	1
91600 DISTURBING THE PEACE	1	1
91650 HARASSMENT	4	4
92200 CRIMES AGAINST ADMIN JUS	2	2
9302 ANIMAL LOST	2	2
9312 ANIMAL FOUND	1	1
9462 ACCIDENT-VEHICLE VS ANIMA	4	4
9560 ANIMAL COMPLAINT	1	1
9561 CONSERVATION	1	1
9562 DOG COMPLAINT	3	3
9604 FIRE-GRASS	1	1
9730 MEDICAL	7	7
9740 MENTAL CASE	2	2
9762 ALARM-MEDICAL	1	1
9803 AGENCY ASSIST	1	1
9804 ALARM-SECURITY	2	2
9805 CIVIL COMPLAINT	5	5
9807 TRAFFIC STOP	58	58
9808 TRAFFIC COMPLAINT	4	4
9810 GARBAGE/LITTERING	1	1
9812 SUSPICIOUS VEHICLE	4	4
9817 SECURITY CHECK	3	3
9818 EXTRA PATROL	8	8
9823 CHECK THE WELFARE	2	2
9824 BURNING COMPLAINT	2	2
9826 ATV COMPLAINT	1	1
9850 PAPER SERVICE	5	5
9853 SUSPICIOUS ACTIVITY	2	2
9900 MISCELLANEOUS OFFICER	2	2
9904 WARRANT ARREST	1	1
9937 911 HANG UP	3	3
M5350 JUVENILE RUNAWAY	1	1
Public lift assist	1	1
WARRANT ATTEMPT	1	1
Total	140	140



Regular Board Meeting
March 25, 2026, 7:00PM

The Orrock Township Board met in regular session, on Wednesday, March 25th, 2026 at Orrock Town Hall, 26401 180th Street NW, Big Lake, MN.

In attendance were Chair Anne Felber, Supervisors: Paul Ellinger, Dalton Keiderling and Peter Owen, Treasurer Kellie McConville and Clerk Shelley Erickson. Also, in attendance were Sergeant Alex Dehn, township engineer Kevin Kruger, 7 members of the audience and the Patriot News. Supervisor Bryan Adams was not present.

A quorum was present and the meeting was called to order by Chair Anne Felber at 7:00 PM.

Call Meeting To Order And Pledge Of Allegiance

Chair Anne Felber called the meeting to order. The Pledge of Allegiance was recited.

Approval Of March Meeting Agenda

The board reviewed the March meeting agenda. Hearing no changes or corrections, a motion was made to approve the agenda.

Motion to approve the March meeting agenda made by Supervisor Owen, seconded by Supervisor Ellinger. Motion carried unanimously.

Approve Consent Agenda

The consent agenda was reviewed, which included routine claims, March 2026 payroll, additional claims, and disbursements made not via claims. It was noted that there were no additional items to be included.

Motion to approve the consent agenda made by Supervisor Keiderling, seconded by Supervisor Owen. Motion carried unanimously.

Sheriff's Report

Sergeant Alex Dehn provided a comprehensive report on February activities in Orrock Township. He reported 120 calls for service generated by the sheriff's office, including two stop arm violations - one at 239th Ave and 185th Street (unsolved due to no license plate obtained) and another at 253rd Ave and 189th where the driver was identified and dealt with accordingly.

Other notable incidents included one property damage incident involving a vehicle hitting the guardrail at Sand Dunes liquor store, one missing person case that was resolved when contact was made, one motor vehicle property damage accident at County Road 5 and 263rd Avenue (rear-end accident with no injuries), traffic complaints including suspected drunk drivers, and five snowmobile enforcement activities.

Sergeant Dehn brought attention to a current investigation regarding possibly overloaded trucks on 233rd Ave resulting from DNR logging operations in the Sand Dunes Forest. He explained that enforcement requires proper signage according to Township resolution 2015-1230, which establishes a 5-ton load limit per axle on 233rd east of County Road 15. However, by state statute, the road must be marked with signage at either end for the restrictions to be enforceable.

He noted that there are exemptions for raw forest materials, milk trucks, and grain trucks, but questioned whether these exemptions apply during road restriction periods. Deputy Petrosky had also checked 235th as trucks could use that as an alternate route.

Discussion ensued about the need for immediate signage to address the current logging truck situation. Township Engineer Kevin Kruger clarified that any roads leading to the restricted roads would also need to be marked according to state requirements.

Motion: A motion was made by Chair Felber and seconded by Supervisor Ellinger to erect signs according to the township ordinance on weight restrictions on 233rd and 235th on both ends and all arteries, seconded and amended to include all arteries by Supervisor Owen. Motion carried unanimously.

The board agreed to have the road authority install the necessary signage to make the weight restrictions enforceable and address the immediate concern with logging trucks potentially damaging township roads.

Open Forum

Greg Felber, residing at 25409 189th Street, addressed the board regarding the Minnesota state flag issue on the agenda. He provided legal background information, explaining that the Minnesota

state flags are only legally required by statute to fly over the state capital, with court rules requiring display in courtrooms during active sessions. He noted that there are no state requirements affecting local government flag display decisions. Felber mentioned that Orrock Township has traditionally not displayed any Minnesota state flag and suggested this may not be a significant issue unless the township decides to purchase a state flag.

Approval Of Meeting Minutes

The February monthly/board of audit meeting minutes were reviewed for approval.

Motion made to approve the meeting minutes by Supervisor Ellinger, seconded by Supervisor Owen. Motion carried with Supervisor Keiderling abstaining as he was not present for the board of audit meeting.

Regular Business

Presentation of DRAFT Annual Meeting Minutes – No Action Required

The draft annual meeting minutes were presented for review with no action required.

Recycle Day Update – No action required

Clerk Erickson provided an update on the recycle day preparations. Green cards would be distributed with updated pricing and more detailed information about television sizes, including the Minnesota Pollution Control logo. The cost was slightly higher than the previous year. The total cost for printing and mailing was \$1,042 (\$619 for printing and \$423 for postage).

SWCD Contract – Discuss/Action

The Soil and Water Conservation District contract was discussed for the ongoing native habitat project. The clerk explained that this project had been continuing for several years, with maintenance needed to control noxious weeds. The cost would decrease each year as the noxious weeds were controlled.

Motion to approve \$428.03 for services provided by Soil and Water Conservation District made by Supervisor Owen, seconded by Supervisor Ellinger. Motion carried unanimously.

Ann Lake Update – Discussion

Extensive discussion took place regarding the Ann Lake property situation. Chair Felber reported that she and Supervisor Ellinger had met with Ann Lake representatives two days prior and had productive discussions. A new update from Tim Edgeton at the DNR indicated they were progressing with inspections and considering improvements to parking lot signage and possibly a new dock.

The board discussed the need for an interim agreement between the township and Ann Lake Association while awaiting the DNR's decision on potentially acquiring the property. Several issues were addressed including:

The donation box at the landing was questioned for legality, as it could appear to be affiliated with the DNR when it actually benefits the Ann Lake Association. There was discussion about removing the "launch fee" sign while keeping the donation sign, ensuring proper identification of the beneficiary organization. It was decided that the donation signs must be removed.

The board discussed various responsibilities and costs that would fall to the township without an agreement, including electrical costs, garbage pickup, and maintenance.

The boat ramp planks were noted to need repair, with concerns about both safety and legal liability. Water levels were reportedly at historic lows, exposing normally submerged planks.

Motion was made by Supervisor Keiderling to continue working toward an interim agreement between the township and Ann Lake Association, seconded by Supervisor Owen. Motion carried unanimously.

Septic Outhouse Complaint at Ann Lake – Discuss/Action

The clerk reported that a formal complaint had been filed with Sherburne County regarding the outhouse at Ann Lake. She had contacted the county within the required seven-day timeframe and confirmed the township was working on removal. The county environmental specialist confirmed that permits were not needed - only a licensed septic maintainer to pump and fill the system with clean soil.

Two quotes were obtained - one from Waletzko LLC and one from Ende Septic Service LLC. Waletzko LLC's quote included all necessary work including landscaping and reseeding, while the other quote specifically excluded several items. The board also discussed electrical disconnection, noting the outhouse shared electrical service with the parking lot light.

Motion made by Supervisor Ellinger to accept the Waletzko, LLC quote for the outhouse remediation work, seconded by Supervisor Keiderling. Motion carried unanimously.

The chair investigated using park funds for reimbursement, noting the application allowed for remediation projects. Two separate applications would be submitted - one for the outhouse remediation (more likely to be approved) and one for the boat landing repairs (less likely as it might be considered routine maintenance).

Motion made by Chair Felber to submit a request for park funds to pay for outhouse repairs with the understanding that if not approved the township would still pay for remediation, seconded by Supervisor Keiderling. Motion carried unanimously.

Discussion continued about getting quotes for the boat landing repairs, with concerns about timing for the upcoming boating season versus the need for obtaining cost estimates.

Motion made by Chair Felber to get quotes for fixing the landing, seconded by Supervisor Keiderling. Motion carried unanimously.

Motion made by Supervisor Ellinger to apply for park money to pay for the potential cost of fixing the planks at the Ann Lake boat landing, seconded by Supervisor Keiderling. Motion carried unanimously.

Supervisor Compensation - Discuss/Action

Chair Felber addressed ongoing issues with supervisor compensation and consistency in approval processes. She explained that different standards had been applied to different elected officials compensation requests, with some being called out for detailed review while others were not. The township attorney was consulted and advised that the treasurer was under no obligation to flag a claim unless criminal activity is suspected, and that the board has the responsibility to pull questionable claims.

The attorney recommended creating a clear policy defining acceptable township work, especially for road authority duties. Discussion covered the need for better descriptions on timesheets for supervisors doing hourly work, rather than just work performed to help with categorization and record keeping. The board decided that the policy committee would return to this issue at a later date.

Extensive discussion took place about the increased workload and responsibilities of the current board compared to previous years, with reference to compensation surveys from other townships showing Orrock supervisors were significantly underpaid compared to neighboring jurisdictions. Supervisor Ellinger noted that the compensation for supervisors has been changed at least three or four times in the last four years.

The board discussed the need for consistency in treatment of all supervisor compensation requests and the importance of trust in elected officials while maintaining proper oversight and documentation requirements.

Historic MN Flag Request – Discuss

Discussion of the historic Minnesota flag request led to debate about which flag to display. Commissioner Felber had earlier provided legal background indicating no state requirement for local governments to display any particular Minnesota flag.

Supervisor Ellinger made a motion to display only the United States flag, which was seconded by Supervisor Keiderling. Discussion revealed this was viewed as a social issue which some of the board felt uncomfortable deciding without broader public input.

The suggestion was made that individual board members could seek public opinion through social media polls as private citizens.

Motion made by Supervisor Ellinger to only fly the American flag at the town hall, seconded by Supervisor Keiderling. The motion failed on a 2-2 vote, leaving the current practice unchanged.

Planning And Zoning

Bahr Haunted Acres – Discuss/Action

The clerk reported on the Bahr Haunted Acres conditional use permit renewal, noting that previous concerns about parking appeared to have been resolved based on comments provided by Supervisor Adams prior to the meeting. The main historical issues had been parking in roadside ditches and traffic management during events.

The current application included provisions for security coordination with the sheriff's office, operational hours limitations, sound restrictions, septic system requirements, exterior lighting controls, and no-parking signs posted 200 feet in each direction from the property.

Board members suggested the 200-foot no-parking distance might need to be extended further. The board decided to submit individual written comments rather than make a formal motion, as the action required was providing township comments to the county for their decision-making process.

Roads

Spring Road Tour – Discuss/Action

The board discussed scheduling the spring road tour for April. It was agreed that all board members would submit their available dates to the clerk by the end of the week for coordination.

West Eagle Lake Improvement Project

Township Engineer Kevin Kruger provided an update on the West Eagle Lake improvement project. The project was experiencing delays due to county permitting requirements for water treatment before discharge to wetlands. The county was requesting treatment methods such as settling ponds or grass filtration systems.

The main challenge was the southeast corner near the pond wetland where space for treatment facilities was limited. The engineer was working to demonstrate that the curb and gutter installation would actually reduce untreated water flow compared to current erosion conditions.

The contractor had originally planned to start later in the year due to concerns about wet conditions near the lake in the spring. A specific start date would be provided once permits were finalized, with

construction likely pushed to August or September. Coordination with school bus routes would be necessary once the timeline was established.

Board Business/Updates – Committee Reports

Adams - Not present.

Keiderling - No report provided.

Felber - No specific report.

Owen - Reported on several items including the ongoing logging situation on 233rd Street with trucks carrying logs stacked very high. He had documented the current road conditions with photographs and noted cooperation with the sheriff's department for monitoring.

He would be out of town March 31st through April 6th for family vacation but would remain available by phone. He had signed up for the June legal seminar and was working to coordinate a meeting with Becker Township regarding 243rd Street improvements.

Owen noted positive public feedback on recent snow plowing operations, with comments that township roads were better maintained than county roads during recent storms.

Ellinger - Reported that he had signed up for the legal seminar.

Treasurer Business

Cash Control Statement and Investment Update – Approve

The treasurer presented the cash control statement showing balances in each account and requested transfers of \$610.16 to the debit card account and \$52,939.38 from checking to investments.

Motion made by Chair Felber to approve the cash control statement and investment update, seconded by Supervisor Ellinger. Motion carried unanimously.

Treasurer's Report – Approve

The treasurer's report was presented showing detailed breakdowns by funds including general, road, fire, and capital projects with escrow information.

Motion made by Chair Felber to approve the treasurer's report as written, seconded Supervisor Keiderling. Motion carried unanimously.

Report of February Sherburne State Bank Securities Pledge Validation – Review

The securities pledge validation was presented for review showing adequate pledged securities to cover township balances. This was for review only with no action required.

Announcements

April Board Meeting – Wednesday, April 22nd @ 7PM

Local Board of Appeal and Equalization Meeting – Wednesday, April 8th @ 6PM

SCAT Meeting – Wednesday, April 15th @ 7PM (Dinner @6PM), Sherburne History Center
The SCAT meeting is scheduled for April 15th with dinner at 6PM and meeting at 7PM at the Sherburne History Center. Discussion of sirens will begin at 6PM.

Recycle Day – Saturday, May 16th – 8AM-1PM – Town of Big Lake Maintenance Building

Township Legal Seminar – June 25th, 2025 – 9AM – 4PM – Albertville City Hall (Pre-registration required)

Adjournment

Motion made by Supervisor Ellinger to adjourn, seconded by Supervisor Owen. Motion carried.

The meeting was adjourned 9:11 PM.

Respectfully Submitted,
Shelley Erickson
Orrock Township Clerk

Accepted on this **22nd day of April 2026**, by the Orrock Township Board of Supervisors.

Anne Felber, Chair

Attest: _____
Town Clerk



Board of Appeal and Equalization Meeting
Wednesday April 8, 2026, 6:00 PM

The Orrock Township Board of Appeal and Equalization met on Wednesday April 8, 2026, at 6:00pm, at the Orrock Town Hall, 26401 - 180th St. NW, Big Lake, Minnesota with Chair Anne Felber, Supervisors Paul Ellinger, Bryan Adams, Peter Owen, Dalton Keiderling and Deputy Clerk Francine Larson present. Attending from the Sherburne County Assessor's Office were Assessor Michelle Moen and Appraiser Mark Wingert. There were two audience members present. Dalton Keiderling, Bryan Adams and Anne Felber held current Board of Appeal and Equalization certificates.

A quorum was present and the meeting was called to order by Chair Felber, at 6:00 PM with the reciting of the Pledge of Allegiance.

Purpose of Board of Appeal and Equalization

The purpose of the Board of Appeal and Equalization meeting is for taxpayers or property owners to present appeals to the Township Board. The Township Board conducts the meeting, representatives from the Sherburne County Assessor's office are available to provide information and answer questions about the previous year. The Assessor's office is currently working on valuations for taxes to be paid in 2027, prior years valuations will not be appealed at this meeting.

2026 Orrock Township Assessment Spring PRISM Report

Assessor Michelle Moen presented an overview of the values based on sales that occurred between October 1, 2024 to September 30, 2025. Moen reported that Residential and Seasonal improved properties remained stable in the 2026 assessment. There were 52 Township residential sales in Orrock, while the county had 1,170 sales overall.

Moen explained that increases in value were done during reassessment or market adjustment. The initial ratio was 93.0% before market changes and the adjusted ratio was 93.1%.

For rural vacant land, there were 6 sales county-wide. There were 9 commercial sales and 4 industrial sales county-wide. The Commercial median ratio started at 86.55% and final ratio is 93.9%. The Industrial median ratio started at 85.73% and final ratio is 91.9%

The total taxable new construction in 2026 is \$7,942,500 and the total township estimated market value is \$714,792,400.

2026 Agricultural Values

Assessor Moen reported a 15% increase in agricultural values county-wide, based on 14 sales of parcels over 34.5 acres. The 2026 methodology utilizes agricultural sales within a region to develop a tillable and non-tillable value to be used for Green Acres in that area. The Green Acres Region includes the Counties of Anoka, Chisago, Isanti and Sherburne. The Department of Revenue issued a memo which indicated that the average per acre value per tillable land was to be \$4,900 (up \$300 from 2025) and the average for non-tillable was to be \$3,100 (up 100 per acre from 2025).

Year-End Summary – 2026 Assessment

Assessor Moen presented a summary of the assessment activities for the year, noting 379 residential properties were reviewed. No Commercial properties or Agricultural Land were re-assessed.

There were 15 new homes built, and 34 miscellaneous permits for improvements like decks, finished basements, additions, and roofs.

The median sale price for the year was \$484,300, while the median market value was \$465,000.

Vacant land adjustments, excluding agricultural land, increased by 5-15%. Residential Home Adjustments were 1-2% and Lakeshore properties increased by 5%.

Requested Reassessments – moved to the beginning of the meeting

Gabriel Garcia, a property owner at 19087 238th Ave NW, presented his case for reassessment. Garcia stated he had purchased his home in July of 2024 for \$440,000. The total estimated value in 2026 was \$498,500. The proposed 2027 estimated value is \$524,000. Similar homes in his neighborhood sold in 2025 for \$460,000 with an estimated value in 2026 of \$450,500 far lower compared to his property. Garcia is requesting the Board reassess his estimated value. Discussion was had.

Appraiser Mark Wingert from the Assessor's Office had previously visited the property and made adjustments for the finished basement. The Board and Assessor discussed the various factors effecting the valuation, including the shared septic system. The Assessor stated that a re-assessment of the entire neighborhood is planned for 2027 which would impact the 2028 tax year. Supervisors Adams recommended leaving the assessment as is until more data is available. Chair Felber noted that the property is currently listed as non-homesteaded. Assessor Moen reminded Garcia to submit a homestead application. Further discussion was had. Assessor Moen recommended the Board consider a \$26,000.00 reduction to the estimated land value, the average cost of a septic system replacement. Further discussion was had.

- Motion by Ellinger, second by Keiderling to reduce the assessed land value by \$26,000.00. All members voting in favor. Motion carried.

Chair Felber asked the Assessor to provide the Clerk with the names of the neighborhoods that are planned to be re-assessed in 2027. The Assessor reported that the Woods at Eagle Lake and the Pine Point neighborhoods will be reviewed.

Adjournment

- Motion by Ellinger, second by Owen to adjourn the meeting. All were in favor.

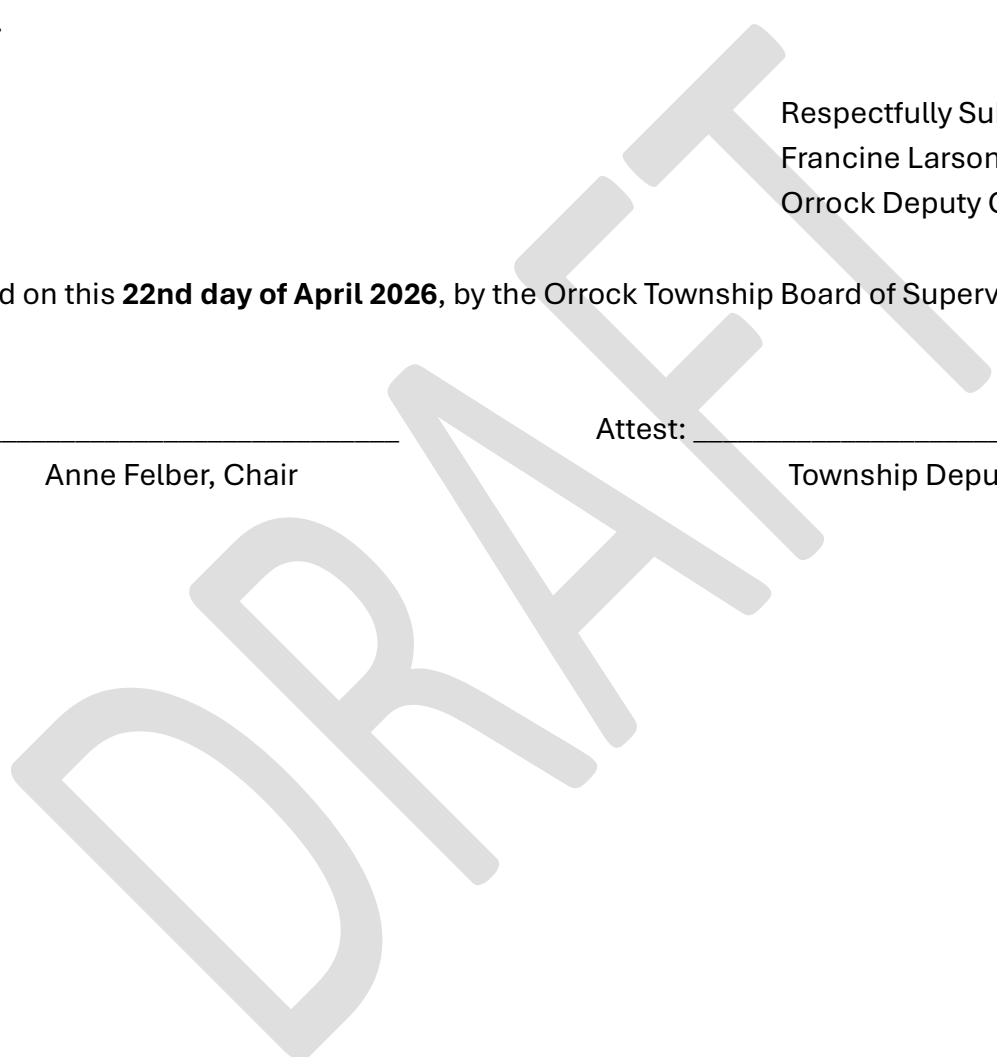
The Annual Board of Appeal and Equalization Meeting was adjourned, Wednesday April 8, 2026 at 6:54 PM.

Respectfully Submitted,
Francine Larson
Orrock Deputy Clerk

Accepted on this **22nd day of April 2026**, by the Orrock Township Board of Supervisors.

Anne Felber, Chair

Attest: _____
Township Deputy Clerk





AGENDA ITEM

Orrock Town Board

Prepared By: <i>Shelley Erickson , Clerk</i>	Meeting Date: <i>04/22/2026</i>	Regular Agenda Item	Item No. 7A
Item Description: <i>Handyman Services Contract Renewal</i>	Reviewed By: N/A		
	Reviewed By: Shelley Erickson		

ACTION REQUESTED

Motion to renew Waletzko, LLC handyman services for another year.

BACKGROUND/DISCUSSION

The Township has a Handyman Services contract with Darryl Waletzko of Waletzko, LLC which may be renewed each year for a period of five years upon agreement of contractor and the township.

ATTACHMENTS

Contract

**ORROCK TOWNSHIP
SHERBURNE COUNTY
STATE OF MINNESOTA**

CONTRACT FOR HANDYMAN SERVICES

This agreement is made and entered into this 25th day of April 2025, between **Orrock Township**, Sherburne County, Minnesota, a public corporation, hereinafter referred to as "Town", and **Darryl Waletzko, LLC**, located at 14536 247th Ave. NW, Big Lake, MN 55309, hereinafter referred to as "Contractor."

To assist the parties in the day-to-day performance of this Agreement, to ensure compliance, and to maintain open lines of communication, a liaison shall be designated by the Contractor and the Town. Either party can change the designated liaison by sending a written notice of the change to the other party. The Town shall designate its liaison by Board motion and said liaison shall only have those powers expressly conferred in the motion which is incorporated herein by reference.

Contractor Liaison

Darryl Waletzko
14536 247th Ave. NW
Big Lake, MN 55309
(612) 751-6131

Town Liaisons

Town Board Chairperson, Clerk or Road Authority
26401 – 180th Street NW
Big Lake, MN 55309
(763) 263-6411

In consideration of the mutual promises and agreements hereinafter set forth, and intending to be legally bound, the parties do hereby agree as follows:

1. **Service(s) Provided.** Contractor agrees to perform various handy-man, maintenance services for the Town, at the rate of \$65/hour + materials cost. Contractor shall not perform any work under this Agreement unless specifically and expressly directed to do so by the Town Liaison or his assigns. The Parties acknowledge that said payment to Contractor includes any applicable sales tax for services performed; and

Contractor shall respond to the assigned work within two (2) days. In the case of downed trees or brush due to storm, contractor shall response as soon as practical

Contractor shall follow all Federal, State and local regulations including strobes on vehicles and high visibility reflective safety vests, jackets or shirts.

2. **Performance and Specifications.** Contractor shall perform all services directly or indirectly required under this Agreement in a good and workmanlike manner consistent with industry standards and according to the specifications and performance standards established by Town, if any. Contractor warrants that it has the necessary equipment to provide the services required by this Agreement. All materials used or supplied under this Agreement shall be of first quality and meet the specifications established by Town, if any. Town has the right to inspect and may reject any services provided by Contractor under this Agreement that, in the Town's determination, were not completed in a good workmanlike manner or that otherwise failed to satisfy the established specifications or performance standards.

3. **Term.** The service(s) called for by this Agreement shall commence on April 25, 2025 and shall end on April 22, 2026 with an option to extend annually to a term of (5) years.
4. **Insurance.** Contractor shall maintain during the entire term of this Agreement the following insurance coverage and provide Town a certificate of insurance showing such coverage before providing any services under this Agreement: (1) Commercial general liability insurance coverage with a policy limit of at least \$1,000,000 per occurrence; (2) Business automobile liability coverage with liability limits of at least \$1,000,000; and (3) Workers' compensation insurance. If Contractor is not required by law to carry workers' compensation insurance, in place of proof of workers' compensation insurance, Contractor may provide a written statement of exemption specifying the particular provision of Minn. Stat. §176.041 that exempts Contractor from having to carry such coverage.
5. **Indemnification, Hold Harmless, and Duty to Defend.** Any and all claims that arise or may arise against Contractor, its agents, servants, or employees as a consequence of any act or omission on the part of the contractor or its agents, servants, or employees while engaged in the performance of the Agreement shall in no way be the obligation or responsibility of the Town. Contractor shall indemnify, hold harmless, and defend the Town, its officers, agents, and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney fees which the Town, its officers, agents, or employees may hereafter sustain, incur, or be required to pay, arising out of or by reason of any act or omission of Contractor, its agents, servants or employee, in the execution, performance, or failure to adequately perform Contractor's obligations pursuant to this Agreement. Nothing in this Agreement shall constitute a waiver by the Town of any statutory limits or immunities from liability.
6. **Warranty.** Contractor warrants all work performed under this Agreement and accepted by Town.
7. **Independent Contractor.** Contractor acknowledges and agrees that it is an independent contractor and that nothing herein shall be construed to create the relationship of employer and employee between Town and Contractor. No employee related withholdings or deductions shall be made from payments due Contractor. Contractor shall not be entitled to receive any benefits from Town and shall not be eligible for workers' compensation or unemployment benefits. Contractor shall at all times be free to exercise initiative, judgment, and discretion in how best to perform or provide the services identified herein.
8. **Payment.** After Contractor has performed services, they may make a claim for payment pursuant to the terms of this Agreement. No claim for payment by Contractor shall be paid unless it is detailed and otherwise in compliance with the claim requirements of Minn. Stat. §§ 471.38; 471.391; and any other applicable law. Before paying a claim that involved the use of materials or labor supplied by someone other than the Contractor, the Town may require Contractor to supply proof of payment for such materials or labor. Claims for payment will be audited, reviewed and processed for payment by the Orrock Town Board during the next regularly scheduled monthly town meeting after a claim is submitted.

9. **Default.** The occurrence of any of the following shall constitute default by Contractor: (1) failure to adequately perform or deliver the required services; (2) failure to follow the specifications or standards established by this Agreement; (3) failure to perform or complete the services in a timely fashion as established by the Town; (4) failure to provide the required insurance documents acceptable to Town before starting any work; (5) bankruptcy; (6) making a material misrepresentation; (7) persistently disregard laws, ordinances, rules, regulations or orders of any public authority having jurisdiction; (8) failure to make satisfactory progress towards completion of this Agreement; or (9) failure to perform any other material provision of this Agreement. Upon default of this Agreement by Contractor, Town may withhold any payment due Contractor for purposes of set-off until such time as the exact amount of damages due is determined. Such withholding shall not constitute default or failure to perform on the part of Town. Further, if the Contractor is in default of the Agreement, the Town may terminate the contract upon ten (10) day's written notice. Failure to terminate or act against any breach of this contract shall not be deemed a waiver or acceptance of such breach by the Town.
10. **Remedies.** Default or breach of this Agreement by Contractor shall entitle Town to seek remedies under law and as provided by this Agreement. In the event this Agreement is terminated by reason of default by Contractor, Town may recover from contractor the necessary costs of termination, including but not limited to, administrative, and legal costs. Except when caused by uncontrollable circumstances, if Contractor fails to meet any performance deadlines established by this Agreement, or fails to perform in accordance with the specification, terms, and conditions of this Agreement, Town shall have the right to purchase the services and materials from other sources on the open market or to purchase those items necessary to continue functioning until delivery from Contractor is complete. Town may deduct as damages from any money due or coming due to Contractor the differences between Contractor's price and the higher price or the costs of temporary items. Town may require Contractor, at Contractor's sole expense, to re-perform any items of work provided for in this Agreement that do not meet the established specifications, standards, or Town directives.
- Any remedies available to Town are cumulative and not exclusive. The seeking or exercising by Town of a remedy does not waive its right to seek or exercise any other remedy available to it at law, in equity, by statute, or under this Agreement.
11. **Modifications.** Any alterations, variations, modifications, or waivers of the provisions of this Agreement shall only be valid when they have been reduced to writing and signed by Town and Contractor.
12. **Legal Compliance.** Contractor shall abide by all federal, state, or local laws, statutes, ordinances, rules, and regulations now in effect or hereinafter adopted pertaining to this Agreement or to the facilities, programs, and staff for which Contractor is responsible. Contractor shall procure, at Contractor's expense, all permits, licenses, or other rights required for the provision of the services contemplated by this Agreement.
13. **Subcontracting and Assignment.** Contractor shall not delegate or enter into any subcontract for performance of any services contemplated under this Agreement nor assign any interest in the Agreement without the prior written approval of the Town and subject to such conditions and provisions as Town may deem necessary or desirable in its sole discretion. If Town permits the use of subcontractors, no subcontractor may perform any work under this Agreement without first providing Town certificates of insurance showing all of the coverage required in section 4 of this Agreement. Contractor shall be responsible for the performance of all subcontractors. Contractor shall pay the subcontractors for undisputed services provided by them within 10 days of receiving payment from the Town.

14. **Minnesota Law Governs.** This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.
15. **Severability.** The provisions of this Agreement shall be deemed severable. If any part of this Agreement is rendered void, invalid or otherwise unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date and year first written above.

Orrock Township



Anne Felber, Chairman

Darryl Waletzko, LLC.



Darryl Waletzko, Owner



Shelley Erickson, Town Clerk



AGENDA ITEM

Orrock Town Board

Prepared By: <i>Shelley Erickson , Clerk</i>	Meeting Date: <i>04/22/2026</i>	Regular Agenda Item	Item No. 7B
Item Description: <i>Snow Removal Contract Renewal</i>	Reviewed By: N/A		
	Reviewed By: Shelley Erickson		

ACTION REQUESTED

Motion to renew the snow removal contract with Waletzko, LLC. For season 2026-2027.

BACKGROUND/DISCUSSION

We have a snow removal contract with Darryl Waletzko of Waletzko, LLC which may be renewed for three subsequent seasons upon agreement of contractor and the township. If an option for a season is not exercised, this contract terminates. A snow season is defined as beginning approximately November 1 of a given year and ends approximately May 15 of the following year. The town's road authority may begin a road season earlier or end the season later depending on actual snow conditions.

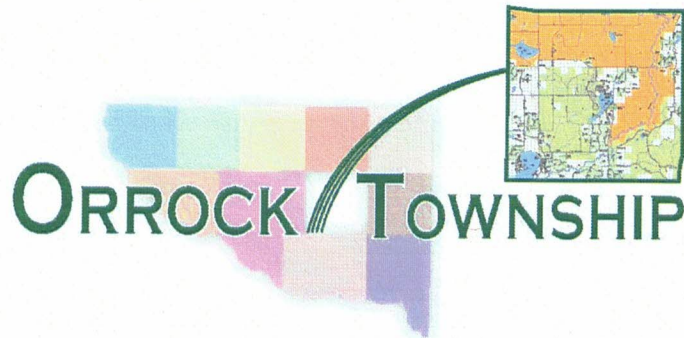
ATTACHMENTS

Contract

Snow Removal and Winter Care Contract

For season dated:

November 1, 2023-May 15, 2025



ORROCK TOWNSHIP, SHERBURNE COUNTY, MINNESOTA
26401 180th Street NW Big Lake, MN 55309

T: 763.263.6411 Email: clerk@orrocktownship.com

Orrock Township

Contract for Snow Removal and Winter Road Care Services

This agreement is made and entered into this **24th** day of **May, 2023** by and between **Orrock Township, Sherburne County, Minnesota**, hereinafter referred to as “the town” or “the township”, and **Darryl Waletzko, LLC, located at 15890 255th Ave NW Big Lake, MN 55309** hereinafter referred to as “contractor.”

In consideration of the mutual promises and agreements hereinafter set forth, and intending to be legally bound, the parties agree as follows:

1. Term. This contract covers the winter seasons of 2023 - 2024 and 2024 - 2025. This contract may be renewed for three subsequent seasons upon agreement of contractor and the township. If an option for a season is not exercised, this contract terminates. A snow season is defined as beginning approximately November 1 of a given year and ending approximately May 15 of the following year. The town’s road authority may begin a road season earlier or end the season later depending on actual snow conditions.

2. Services. Contractor agrees to perform snow removal and winter road care services for Orrock Township. Snow removal typically means plowing roads and shoulders edge to edge. Winter road care also includes sanding, salting or other winter road care as directed by the responsible township representative. As used hereinafter, “plowing” includes any winter road care activity authorized by the township’s representative.

The roads that are included in this contract are shown on the Orrock Township 2022 Road Mileage map, which is attached and made a part of this contract. The roads include Orrock town roads as well as other roads for which the town has accepted plowing responsibility.

3. Rates. This is a time and equipment based contract. All work will be done using the equipment and at the rates specified in the proposal submitted by contractor in response to the town’s request for proposals dated April 5, 2023, which is attached and made a part of this contract. All rates include a qualified, trained, operator for the particular piece of equipment. All prices include any applicable taxes or other fees or costs.

4. General policy for snow removal. Work done under this contract will generally be performed at times and under circumstances specified in the Orrock Township Snow and Ice Control Policy (Policy # P-20230524) which is attached and made a part of this contract. This policy is subject to change by the Orrock Township Board of Supervisors. Any changes are automatically incorporated into this contract.

5. Authorized township representative. The supervisor assigned the role of the town’s “road authority” is the person authorized to order and approve services under this contract. In case of the unavailability of the road authority another supervisor or officer will assume the role of representative under this contract. The town clerk or the responsible supervisor will advise contractor as to who is acting as the township’s authorized representative at any given time and contractor may rely on that advice. As used in this agreement, the phrase “township’s road authority” means the person, at any given time, who is authorized to order work under this contract.

6. Special terms and conditions.

A. Equipment priority. Orrock Township is to be given priority for use of the equipment and associated operators specified in Contractor's proposal. Other work of the contractor must not be given priority over the township's work.

B. Timing of work. Plowing must begin promptly after the town's road authority authorizes work to begin. Work must cease promptly if the town's road authority directs the contractor to discontinue work.

Winter road care other than plowing, such as sanding and salting or maintaining the right-of-way will be completed on a schedule agreed to by the contractor and the town's road authority.

No work may be done without approval of the town's road authority.

C. Safety precautions. Contractor is responsible for providing and for placing signage, barricades, tape and all other safety / traffic control equipment as appropriate to protect the public, surrounding areas, equipment and vehicles.

D. Scope of work. The Contractor must clear all roadways and shoulders. Contractor must keep snow banks low at intersections for clear visibility of vehicle operators.

E. Damage to roadways. Concrete curbs, asphalt and gravel shall be inspected before the beginning and after the end of each snow season.

Contractor is responsible for any damage to the township's property or to private property caused by either equipment or operator error.

Contractor is not responsible for damaged mail boxes due to snow plowing as long as ordinary care is taken in the plowing operation.

The town will repair any damage to roads, curbs, or gutters done by contractor and contractor must reimburse the town for any cost incurred. In its sole discretion, the town may authorize contractor to make such repairs rather than retaining third-party vendors for the work.

F. Roadway treatment materials. The town's road authority may from time to time authorize the placement of sand, salt, or a sand-salt mixture on the roadways. The town will pay for such road treatment materials as are required. Contractor must notify the road authority when materials are needed and must provide the town with proof of delivery of such materials

If such materials are stored at contractor's premises, a separate storage location, to be approved by the town's road authority, must be maintained for the town's materials. Access to any storage site must be given to the road authority from time to time for inspection and verification. The town's road authority may approve alternate storage locations as needed.

G. Storage of equipment. In order to facilitate the availability of contractor's equipment to be used for work under this agreement, the town will make available to contractor, during

the term of this agreement, space in its maintenance building located at 26401 180th Street NW, Big Lake, Minnesota. The space may be used only for storage and maintenance of contractor's equipment that is designated for use in the performance of this contract. The space available to contractor shall generally be the east garage area of the maintenance building. However, the town's road authority shall specify the exact location of the space available for use by contractor depending on the current space allocation needs of the Town.

The scope of section 9 of this contract is extended to include any and all claims, including claims by the township itself that arise or may arise against contractor, its officers, agents, or employees as a consequence of any act or omission on the part of the contractor or its officers, agents, or employees arising from or related to the use of the town's maintenance building by Contractor.

7. Performance and Specifications. Contractor shall perform all services required under this Agreement in a good and workmanlike manner

The town will inspect and may reject any services provided by contractor under this agreement that, in the Town's determination, were not completed in a good workmanlike manner or that otherwise failed to comply with the terms of this agreement.

8. Insurance. Contractor must maintain during the entire term of this agreement the following insurance coverage and provide town a certificate of insurance showing such coverage before providing any services under this agreement:

Commercial General Liability:	\$2,000,000 per occurrence \$3,000,000 general aggregate
Automobile liability, including hired and non-owned vehicles	\$2,000,000 combined limit for each accident
Umbrella liability	\$1,000,000 per occurrence
Worker's compensation	Must meet Minnesota statutory requirements.

Orrock Township must be listed as a named insured on each policy providing the above coverages.

9. Indemnification, Hold Harmless, and Duty to Defend. Any and all claims that arise or may arise against contractor, its officers, agents, or employees as a consequence of any act or omission on the part of the contractor or its officers, agents, or employees while engaged in the performance of the agreement shall in no way be the obligation or responsibility of the Town. Contractor agrees to indemnify, hold harmless, and defend the town, its officers, agents, and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney fees which the town, its officers, agents, or employees may hereafter sustain, incur, or be required to pay, arising out of or by reason of any act or omission of Contractor, its officers, agents, or employee, in the execution, performance, or failure to adequately perform contractor's obligations pursuant to this Agreement. Nothing in this agreement shall constitute a waiver by the town of any statutory limits or immunities from liability.

10. Independent Contractor. Contractor acknowledges and agrees that it is an independent contractor and that nothing herein shall be construed to create the relationship of employer and employee between town and contractor.

Contractor shall at all times be free to exercise initiative, judgment, and discretion in how best to perform or provide the services identified herein.

11. Invoices; Payment. Contractor must submit monthly invoices detailing the work performed since the most recent previous invoice. Invoices must be itemized to identify each piece of equipment used, the date of use, and the hours.

Any materials provided by contractor must be separately itemized. If invoicing for materials, contractor must provide proof of contractor's payment for those materials.

12. Default. The occurrence of any of the following constitute default by contractor: (1) failure to adequately perform or deliver the required services; (2) failure to follow the specifications or standards established by this agreement; (3) failure to perform or complete the services in a timely fashion as established by the town; (4) contractor's bankruptcy; (5) making a material misrepresentation; (6) disregarding laws, ordinances, rules, regulations or orders of any public authority having jurisdiction. Upon default of this agreement by contractor, the town may withhold any payment due to contractor for purposes of set-off until such time as the exact amount of damages due is determined. Such withholding shall not constitute default or failure to perform on the part of Town.

13. Remedies. Default or breach of this agreement by contractor entitles the town to all legal remedies including, but not limited to costs of termination, costs of replacement services that exceed the cost of services that were to be provided under this agreement, and legal costs.

The town may require contractor, at contractor's sole expense, to re-perform any work provided for in this agreement that does not meet the established specifications.

14. Modifications. Any alterations, variations, modifications, or waivers of the provisions of this Agreement shall only be valid when they have been reduced to writing, and signed by Town and Contractor.

15. Legal Compliance. Contractor shall abide by all federal, state, or local laws, statutes, ordinances, rules, and regulations now in effect or hereinafter adopted pertaining to this agreement or to the facilities, programs, and staff for which contractor is responsible. Contractor shall procure, at Contractor's expense, all permits, licenses, or other rights required for the provision of the services contemplated by this Agreement.

16. Subcontracting and Assignment. Contractor must not delegate or enter into any subcontract for performance of any services contemplated under this agreement nor assign any interest in the agreement without the prior written approval of the town and subject to such conditions and provisions, as the town may deem necessary or desirable in its sole discretion.

17. Minnesota Law Governs. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.

18. Severability. The provisions of this Agreement shall be deemed severable. If any part of this Agreement is rendered void, invalid or otherwise unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this Agreement.

19. Document Ownership and Privacy. Any reports, studies, photographs, negatives, or other documents prepared by contractor in the performance of its obligations under this agreement shall be the exclusive property of the town, and all such documents shall be remitted to town by contractor upon completion, termination, or cancellation of this agreement. Any documents or other materials contractor may possess that are subject to the data privacy act as established in Minn. Stat. Chapter 13, shall not be released or used in a way that violates the act.

20. Permits. Contractor shall procure, at its own expense, all permits, licenses, or other rights required for the provision of the services contemplated by this agreement. Contractor shall inform town of any changes to any of the above permits, licenses, or other rights issued within five (5) days of occurrence.

21. Violations. Any violation of federal, state, or local laws, statutes, ordinances, rules or regulations, as well as loss of any applicable license, permit, or certification by contractor shall constitute a material breach of this agreement, regardless of the reason and whether or not intentional, and shall entitle town to terminate this agreement upon delivery of written notice of termination to contractor. Notwithstanding any other provision of this agreement, such termination shall be effective as of the date of such violation, failure, or loss.

22. Third Parties. Third parties shall have no recourse under this agreement.

IN WITNESS WHEREOF, the parties have executed this agreement on the date and year first written above.

Orrock Township

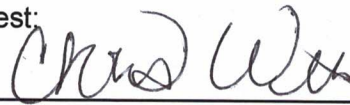


Bryan Adams, Chair

5/24/2023

Date

Attest:



Chris Weber, Clerk

5/24/2023

Date

Contractor



By: Darryl Waletzko

5/24/2023

Date

Its: President

Orrock Township Request for Proposals
Snow Removal 2023-2025

Orrock Township is requesting proposals (RFP) for snow removal and winter road care on approximately 47.41 miles of township roads or development roads for which the township provides snow removal and winter road care. This request is for a two-year contract with the option of three successive one-season extensions beginning November 1, 2023 and ending approximately May 15, 2025. Proposals are to be received in the Orrock Township Hall no later than April 24, 2023 at 9AM.

Copies of the RFP for use by Contractors in submitting a bid may be obtained from the Orrock Town Clerk phone 763-263-6411, email: clerk@orrocktownship.com, Orrock Township website (www.orrocktownship.com/snow-rfp), or by visiting Orrock Township Hall by appointment.

The bids shall be submitted on the forms provided.

/s/Chris Weber
Orrock Townshp Clerk

Proposal Submission Form

Company information:

Company Name: Darryl Waletzko, LLC
 Company legal status (corporation, sole proprietorship, etc.): _____
 Company contact: Darryl Waletzko Position: Owner
 Address: 15890 255th Ave NW Big Lake MN 55309
 Cell Phone: 612-751-6131 Office Phone: 3am

Describe your relevant experience providing services similar to those described in this RFP. Please list references.

Plowed Orrock Township for 7-8 years

Equipment and costs:

If awarded the Orrock Township Snow removal and winter road care contract, Proposer will provide the following equipment at the stated hourly rates. Proposer will provide sufficient trained equipment operators to complete a snow removal operation within the estimated time and at the estimated cost listed below.

Complete list of equipment available for snowplowing

Equipment used for 2" snowfall

Type of Equipment	Make, Model, Year	Hourly rate with operator
8 wheel loader w/buckets		\$125 ⁰⁰
5 wheel loader plow w/mg		\$175 ⁰⁰
14 pickups 92 v plow		\$95
1 plow truck salt		\$125
5 sand loaders		\$95
3 salt trucks		\$115
2 John Deere Tractors		\$125
1 Avant wheel loader		\$95
Wheel loader w/Plow		\$250

Hours allocated for a 2" snowfall
3-4 used per plow
4 pickups used per plow
1 allocated to township

Wheel loaders w/ 14ft pusher - will use as needed

Considering the equipment and operators you will commit to this contract, please estimate the elapsed time from start to finish and total cost to complete snow removal for a 2" snowfall:

4-6 # Hours \$4200 Total Cost

Signed [Signature] Date: 4-14-23

By: Darryl Waletzko Name Its: Owner Title

Proposer may propose a required minimum seasonal contract payment amount.

Goal is to have township plowed in 34 hours.
Minimum \$35,000 a year
Salt billed current price
Orrock to provide salt sand

TOWN OF ORROCK
SNOW and ICE CONTROL POLICY
Revision Date: May 24, 2023

PURPOSE

Snow and ice control operations are expensive and involve the use of limited resources. Therefore, when considering snow and ice control activities for Orrock Township, the Board must consider and balance many factors. Factors to be considered include, but are not limited to public safety, the cost-effective allocation of resources, maintaining an efficient transportation system, facilitating the delivery of emergency services, protecting the environment and minimizing the damage to real and personal property.

POLICY

I. TOWN ROADS WHICH ARE SNOWPLOWED

Unless closed due to a snow emergency, or unless subsequently identified as closed during winter months or when such roads are reasonably impassable, all Town Roads will normally be plowed by the Town or its assigns.

II. TOWN ROAD SNOWPLOWING PRIORITIES

Contractor(s) hired by the Town shall have the authority to determine the order in which the Town Roads will be plowed. Efficiency, effectiveness and preservation of the Town's limited resources will be considered when determining the order in which Town Roads are plowed.

III. EMERGENCY RESPONSE VEHICLE ASSISTANCE

Reasonable efforts will be made to accommodate requests for snow removal and ice control treatment assistance, by emergency service agencies.

IV. SNOW REMOVAL COMMENCEMENT

Operations will *normally* begin when a total accumulation of two inches or more AND snow has stopped falling. Under certain circumstances, the Town Road Authority may dispatch equipment when these criteria are not met. Criteria used by the Contractor and Road Authority to determine snow removal and ice control operations:

- Evaluation of immediate and forecasted weather conditions.
- Effectiveness of operations.
- Safety of employees/personnel.
- Potential unreasonable risk of damage to equipment.
- Timing of snowfall in relation to heavy road use.
- Snow accumulation of two inches or more.

V. DELAY OR SUSPENSION OF SNOW REMOVAL

Snow removal and ice control operations will be suspended or delayed when the safety of equipment operators endangered and/or pose unreasonable risk of damage to equipment. Operations may be suspended if weather conditions deteriorate to the point where it is unsafe to continue. Factors used to determine the delay and/or suspension of operations include, but are not limited to severe cold, sustained high wind speeds, limited visibility, accumulation of ice or rapid accumulation of snow. Operations may also end when current or forecasted conditions indicate continuing will be ineffective.

VI. MANNER IN WHICH SNOW WILL BE PLOWED

Snow will be plowed in a manner which is the most efficient, effective, and is least costly to the Town. The Contractor will plow in a manner to minimize traffic obstructions. Snow will normally be discharged to the side of the road. In the event of a large accumulation of snow, a single pass on a road may be made to allow for safe travel. The Contractor will return to clear the roadway when snow has stopped falling.

In the event of equipment failure, extreme snow accumulation or other unanticipated events, deviation from these standards may occur.

Snow will be plowed as close to mailboxes located in the road right of way, as practical. Homeowners are responsible to clear snow from and around their mailboxes to ensure mail delivery.

Snowplowing unavoidably results in snow being deposited on driveways and approaches. It is the responsibility of residents to remove snow from their driveways and approaches. It is unlawful for private snowplows to move snow across, or deposit snow on, public roadways. Obstruction of public roadways (including ditches) from those allowed by law (includes snowmobiles and ATVs) to navigate them is also unlawful. Minnesota Statute § 160.2715 and 169.42. Snow deposited on Township roadways, shall be removed within 24 hours of placement or within 3 hours' notice to do so by the Town Board or its designee, whichever is earlier. If a resident fails to comply, the Town may remove the obstruction itself. Costs incurred by the Township to clean up the roadway may be assessed to the offending property owner pursuant to Minnesota Statutes §429.101.

VII. DE-ICING PRODUCTS

The Town must consider cost, environmental impact, public safety and availability of staff & equipment when determining the application of de-icing products.

State legislation imposes the following limitations on the use of salt by Road Authorities:

“In order to (1) minimize the harmful or corrosive effects of salt or other chemicals upon vehicles, roadways, and vegetation; (2) reduce the pollution of waters; and (3) reduce the driving hazards resulting from chemicals on windshields; road authorities, including road authorities of cities, responsible for the maintenance of highways or streets during periods when snow and ice are prevalent, shall utilize such salt or other chemicals only at such places as upon hills, at intersections, of upon high speed or arterial roadways where vehicle traction is particularly critical, and only if, in the opinion of the road authorities, removal of snow and ice or reduction of hazardous conditions by blading, plowing, sanding, including chemicals needed for free flow of sand, or natural elements cannot be accomplished within a reasonable time.” Minnesota Statute §160.215.

To the extent de-icing products are applied, priority will be given to the following areas in the order listed:

- 1) Hills, controlled intersections, bridges and curves.
- 2) Major arterial and collector streets.
- 3) Bus routes.
- 4) Residential areas.
- 5) Rural areas.

VIII. SNOW STORAGE

Collecting, hauling and storing snow is expensive, requires special equipment, is labor intensive and interferes with traffic while being performed. Therefore, snow will only be hauled and stored in other areas than the road right of way when it is necessary to keep a road passable. If snow is hauled it will only be stored on public land or on private property with the express written permission of the landowner(s). To the extent possible, when snow containing salt is hauled and stored, it will be stored away from public waters.

IX. SNOWPLOWING OF PRIVATE PROPERTY

The Town will not provide snowplowing or ice control for private property EXCEPT when requested to do so by law enforcement or emergency agencies, to provide access during an emergency event. If private property is used with the written permission of the landowner, for the purposes to turn equipment

around or store snow, the Town may snowplow the private property as needed to accommodate the Town's use of the property/land or in accordance with any current snow plowing agreements.

X. OBJECTS WITHIN THE TOWN ROAD RIGHT-OF-WAY

Town road right-of-ways are governed under the authority of the Town and for the benefit of the public. The Town's priority is to keep the roadways reasonably clear of snow and ice. The Town hires independent contractors to ensure the roads are maintained properly. The Town also holds landowners & residents responsible to keep their private property out of the way of snow and ice removal equipment.

Neither the Township nor its Contractor(s) shall be responsible for damage to resident installed/planted obstructions located within the road right-of-way. A good rule-of-thumb is that the Township owns, or has interest in, at least twelve feet off the edge of the tar, including cul-de-sacs. Obstructions include, but are not limited to; retaining structures, rip rap, posts, irrigation, trees, shrubs and other such landscaping items. Obstructions shall be removed by the property owner within 24 hours of placement or within 3 hours' notice to do so by the Town Board or its designee, whichever is earlier. If a resident fails to comply, the Town may remove the obstruction itself. Costs incurred by the Township to clean up the roadway may be assessed to the offending property owner pursuant to Minnesota Statutes §429.101.

Mailboxes and support posts may be located within the Township right-of-way.

Neither Orrock Township nor its contractors, officers, or agents are liable for damage to a mailbox not installed with a swing-away mailbox support meeting the requirements of the Orrock Township mailbox policy. If a mailbox that is installed with a swing-away mailbox support consistent with the Orrock Township mailbox policy is damaged during township maintenance activities, it will be repaired or replaced as needed at the township's expense. Contact the town clerk in the event of any such damage. (Orrock Township Mailbox Policy)

Vehicles shall NOT be parked in or on the roadway during winter months – November 1st through May 1st. (Town Winter Parking Ordinance: **O- 20141219**)

Garbage cans shall be placed behind the "plow line" - in or around your driveway, not on the roadway.

XI. COMPLAINTS AND REQUESTS FOR FURTHER SERVICES

The Town is responsible for approximately forty-seven (47) miles of roadways. Residents shall NOT attempt to stop equipment operators, approach snow removal equipment or impede snow removal in any manner. Stopping plows to discuss your concerns is counter-productive to getting the 47 miles of Town roads cleared, a safety hazard to you, the plow operator and the traveling public.

Concerns about the manner in which the road is being plowed, the use of ice control products or other comments are to be directed to the Town's Road Authority. The current Road Authority is listed on the Contacts page of our website. www.orrocktownship.com/contacts.


XII. POLICY REVIEW

The Board may periodically review and amend this policy, taking into consideration updates to Town, County or State ordinances, resolutions, statutes or policies, as well as changed conditions, new circumstances, constructive criticisms and experiences from snow and ice control operations.

Approved and adopted, by the Orrock Town Board, this 24th Day of May, 2023



Bryan Adams, Chair



Attest: Chris Weber, Clerk

First Amendment to Contract for Snow Plowing and Between Orrock Township and Darryl Waletzko, LLC

This first amendment is made on this 25th day of April, 2025, to that certain contract for Snow Plowing Services entered into on May 24, 2023, by and between Orrock Township, Sherburne County, Minnesota, a public corporation and Darryl Waletzko, LLC, the "Contract".

In consideration of the mutual promises and agreements set forth herein, and intending to be legally bound, the parties do hereby agree as follows:

1. **Contract amendment.** The Snow Plowing Services contract described above is amended to incorporate the provisions in this document.
2. **Services Provided.** The scope of clause 1 of the Contract, Exhibit B (Schedule A) the rates are amended to read as follows:

Equipment:	Hourly Rates/Total Hours:
1. 100% Salt	\$At Cost
2. Wheel Loader with Plow and Wing	\$175/hour
3. Truck with Plow and Wing	\$125/hour
4. Front End Loader	\$150/hour
5. Pickup with v-Plows	\$95/hour
6. Salt and Sand Mix	\$Township Buys
7. Salt – Sand Roads Truck	\$100/hour


\$35,000 a year in payment if hours (minimum) are not met

Except as set forth in this Amendment, the Agreement is unaffected and shall continue in full force and effect in accordance with its terms. If there is conflict between this amendment and the Agreement or any earlier amendment, the terms of this amendment will prevail.

3. **Exercise of option to renew.** The parties hereby exercise their option to renew the aforementioned contract, as amended, to cover the 2025 - 2026 snow season.

IN WITNESS WHEREOF, the parties have executed this Agreement on April 23, 2025.

Orrock Township



Anne Felber, Chair

Darryl Waletzko, LLC



Darryl Waletzko, President

Attest:



Shelley Erickson, Clerk



AGENDA ITEM

Orrock Town Board

Prepared By: Shelley Erickson , Clerk	Meeting Date: 04/22/2026	Regular Agenda Item	Item No. 7C
Item Description: Gopher Bounty Resolution	Reviewed By: N/A		
	Reviewed By: Shelley Erickson		

ACTION REQUESTED

Information

BACKGROUND/DISCUSSION

On March 17th, 2026 the Sherburne County Board of Commissioners voted to reimburse the Townships or Cities \$1.00 per ground squirrel and gopher destroyed in the calendar year for 2026. Pursuant to Minnesota Statutes 348.13.

ATTACHMENTS

Letter & Resolution



Loraine Rupp
Auditor-Treasurer

Sherburne County Government Center
13880 Business Center Drive NW Suite 100
Elk River, MN 55330-1692
auditor@co.sherburne.mn.us
(763) 765-4351

March 19, 2026

To: Township Clerks

Re: Resolution No. 031726-AD-3278 - Gopher Bounty effective for 2026

Dear Township Clerks,

On March 17th, 2026 the Sherburne County Board of Commissioners voted to reimburse the Townships \$1.00 (one dollar) per ground squirrel and gopher destroyed in the calendar year for 2026. Pursuant to Minnesota Statute 348.13.

All requests for the 2026 bounties must be presented to the County Auditor **no later than March 1, 2027**. No 2026 bounties shall be paid for any bounties presented to the Auditor's office after March 1, 2027.

Enclosed with this notice is a copy of the passed Resolution No. 031726-AD-3278, please keep with your files for further reference.

If you have any questions, please feel free to contact my office.

Sincerely,

A handwritten signature in blue ink that reads "Loraine Rupp".

Loraine Rupp
Sherburne County Auditor-Treasurer

BOARD OF COUNTY COMMISSIONERS

Sherburne County, Minnesota

Date: March 17 -2026

Resolution No. 031726-AD-3278

WHEREAS, Sherburne County Board of Commissioners has the authority to offer bounties for the destruction of gopher and ground squirrels, pursuant to Minnesota Statute Section 348.12;

WHEREAS, Sherburne County Board of Commissioners has authorized such bounties in previous years:

NOW, THEREFORE, BE IT RESOLVED, the County Board of Commissioners of the County of Sherburne approves the following:

1. The Sherburne County Auditor/Treasurer shall pay \$1.00 (one dollar) per ground squirrel and gopher that is properly presented to a Sherburne County Township, pursuant to Minnesota Statute 348.13, for bounties for gophers and ground squirrels destroyed in the calendar year 2026. The bounties shall only be paid directly to the Township.
2. Any request for 2026 bounties must be presented to the County Auditor not later than March 1, 2027. No 2026 bounties shall be paid for any bounties presented to the County Auditor after March 1, 2027.

On March 17, 2026, Commissioner Hulse moved the adoption of the above resolution: Commissioner Schumacher seconded the motion to adopt said resolution, and thereupon the same was put to a vote with the following result:

	Aye	Naye
Commissioner Hulse	<u>✓</u>	_____
Commissioner Felber	<u>✓</u>	_____
Commissioner Schumacher	<u>✓</u>	_____
Commissioner Danielowski	<u>✓</u>	_____
Commissioner Gray	<u>✓</u>	_____

ATTEST:

Raeanne Danielowski
Raeanne Danielowski
Chairperson

Bruce Messelt Dan Welton
Asst County Administrator (Seal)





AGENDA ITEM

Orrock Town Board

Prepared By: Shelley Erickson , Clerk	Meeting Date: 04/22/2026	Regular Agenda Item	Item No. 7D
Item Description: Healing Heartbeats thru Hoofbeats Application for Gambling Permit	Reviewed By: N/A		
	Reviewed By: Shelley Erickson		

ACTION REQUESTED

Motion to approve the application for exempt gambling premises permit for Healing Heartbeats thru Hoofbeats

BACKGROUND/DISCUSSION

Sue Jones, Board of Directors for Healing Heartbeats thru Hoofbeats, are requesting approval for an exempt gambling premises permit for a bingo and raffle events to be held at the Getaway Bar in Orrock on the following dates:

- June 14, 2026
- October 11, 2026
- October 18, 2026
- November 15, 2026
- December 13, 2026

ATTACHMENTS

Application for Exempt Permit

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Healing Heartbeats thru Hoof Beats/HATH Coaching Previous Gambling Permit Number: X- _____

Minnesota Tax ID Number, if any: 87-3817482 Federal Employer ID Number (FEIN), if any: _____

Mailing Address: 20395 CO RD 73

City: Big Lake State: MN Zip: 55309 County: Sherburne

Name of Chief Executive Officer (CEO): Jolene Thelen

CEO Daytime Phone: 763-913-9020 CEO Email: jolene.thelen@gmail.com
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): sa.jones@i2zoom.net

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

A current calendar year Certificate of Good Standing
 Don't have a copy? Obtain this certificate from:
 MN Secretary of State, Business Services Division
 60 Empire Drive, Suite 100
 St. Paul, MN 55103
 Secretary of State website, phone numbers:
www.sos.state.mn.us
 651-296-2803, or toll free 1-877-551-6767

IRS income tax exemption (501(c)) letter in your organization's name
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)
 If your organization falls under a parent organization, attach copies of both of the following:
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Gretaway Bar and Grill

Physical Address (do not use P.O. box): 26211 184th St

Check one:

City: Big Lake Zip: 55309 County: Sherburne

Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): June 14, October 11, 18, November 15, December 13

Check each type of gambling activity that your organization will conduct:

Bingo Paddlewheels Pull-Tabs Tipboards Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LG220 Application for Exempt Permit

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

CITY APPROVAL for a gambling premises located within city limits

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- The application is denied.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

COUNTY APPROVAL for a gambling premises located in a township

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)
 On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

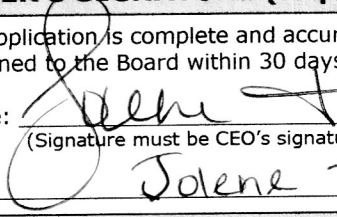
Signature of Township Officer: _____

Title: _____ Date: _____

The city or county must sign before submitting application to the Gambling Control Board.

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature:  Date: 4/16/26
 (Signature must be CEO's signature; designee may not sign)

Print Name: Jolene Thelen

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

- _____ a copy of your proof of nonprofit status; and
- _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
 1711 West County Road B, Suite 300 South
 Roseville, MN 55113

Questions?
 Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.



AGENDA ITEM

Orrock Town Board

Prepared By: <i>Shelley Erickson, Clerk</i>	Meeting Date: <i>04/22/2026</i>	Regular Agenda Item	Item No. 7E
Item Description: <i>Ann Lake Update</i>	Reviewed By: Chair Felber		
	Reviewed By: Supervisor Ellinger		

ACTION REQUESTED

TBD

BACKGROUND/DISCUSSION

Chair Felber and Supervisor Ellinger met with Ann Lake representatives on April 14th to continue discussion on the future of the Ann Lake Beach property.



AGENDA ITEM

Orrock Town Board

Prepared By: <i>Shelley Erickson , Clerk</i>	Meeting Date: <i>04/22/2026</i>	Regular Agenda Item	Item No. 7F
Item Description: <i>Emergency Sirens</i>	Reviewed By: N/A		
	Reviewed By: Shelley Erickson		

ACTION REQUESTED

Discussion

BACKGROUND/DISCUSSION

For about two years there has been discussion on how to proceed when the Xcel Energy decommissions the Early Warning Sirens. The plan is to transition these sirens and other Early warning sirens to the local governments. We now know that this will take place on January 1st, 2027. It is up to each city and township to decide how to proceed. There are six sirens in Orrock Township.

A few options are: Maintaining the current sirens at the expense of the Township.

Using the Hyper Reach App on a cellphone

Relying on the IPAWS cellular based alert system

ATTACHMENTS

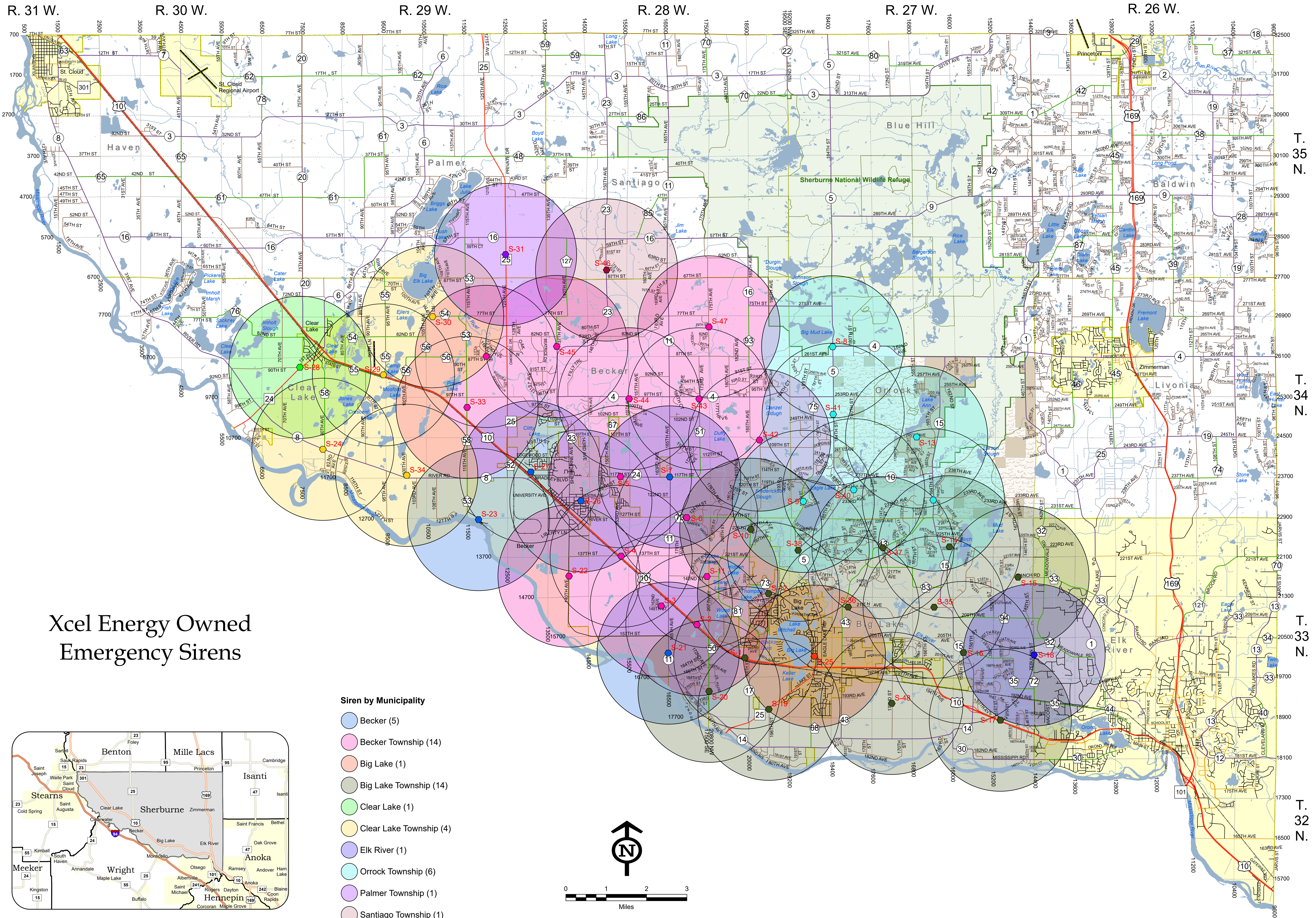
Excell Siren Map

Orrock Township Siren Map

Siren Maintenance Quote

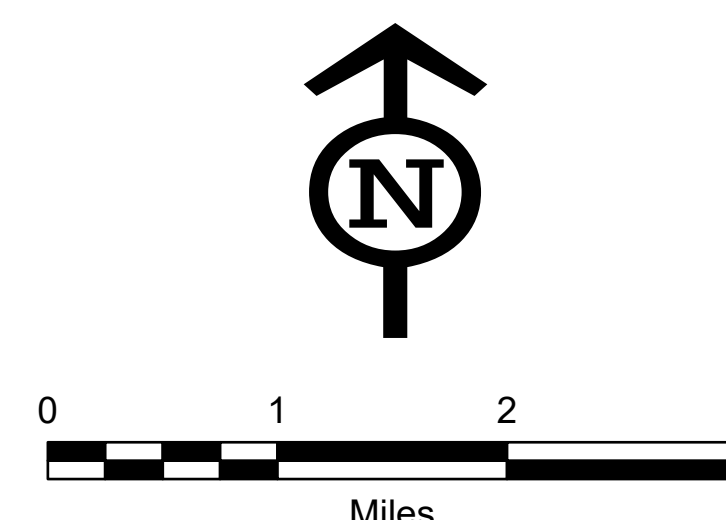
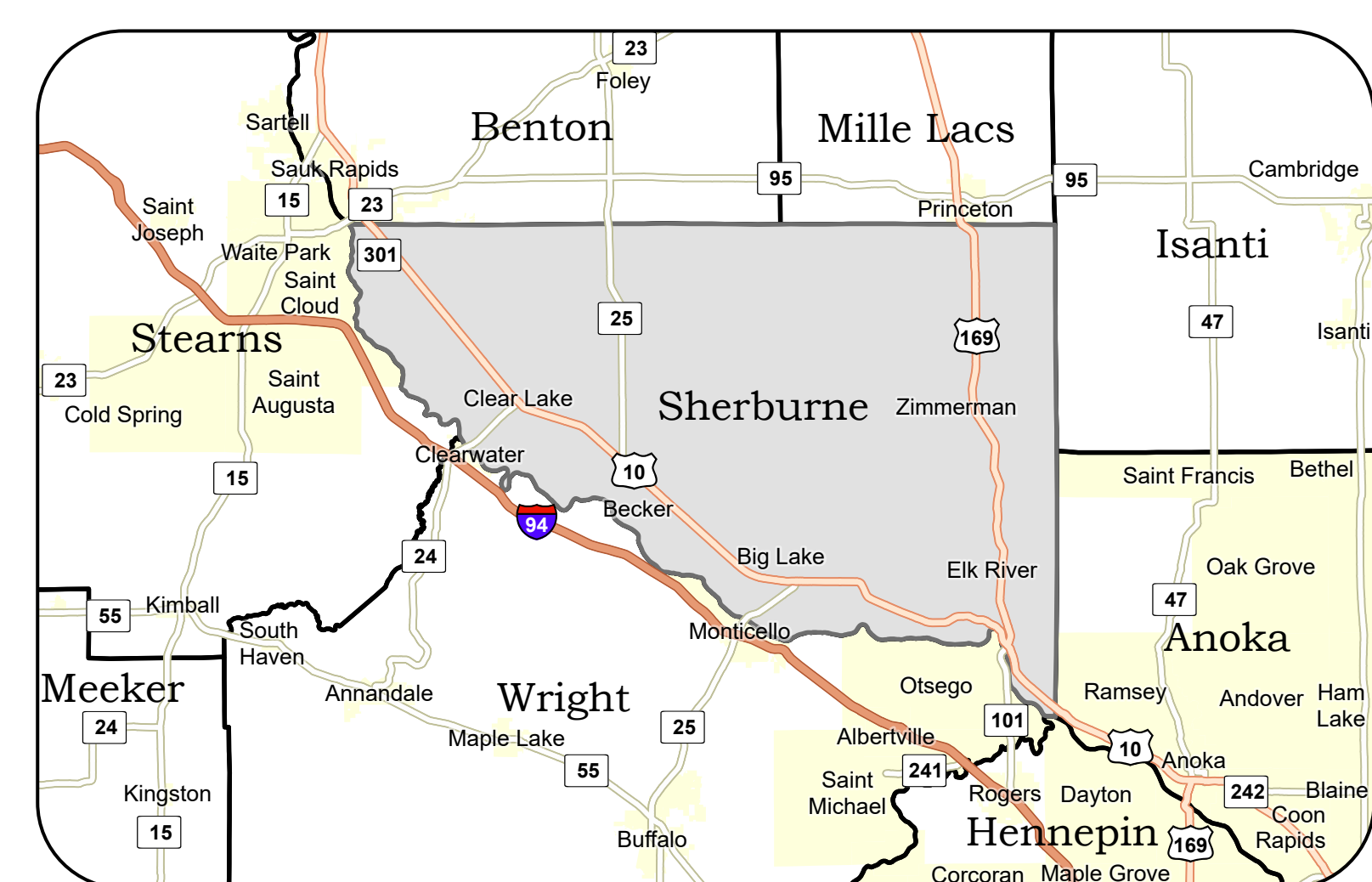
Hyper-Reach Brochure

IPAWS Information



Xcel Energy Owned Emergency Sirens

- Siren by Municipality**
- Becker (5)
 - Becker Township (14)
 - Big Lake (1)
 - Big Lake Township (14)
 - Clear Lake (1)
 - Clear Lake Township (4)
 - Elk River (1)
 - Orrock Township (6)
 - Palmer Township (1)
 - Santiago Township (1)



DISCLAIMER: Sherburne County does not warrant the accuracy nor the completeness of the information contained in this map. It is your responsibility to verify the accuracy of this information. In no event will Sherburne County be liable for any damages, including those of a general nature, arising from the use of this map or the information it contains. Map information is derived from the best available data sources. No guarantee is made. Any errors or omissions should be reported to Sherburne County Public Works. Map Created: 5/1/2024 Map Update: 5/1/2024

R. 31 W.

R. 30 W.

R. 29 W.

R. 28 W.

R. 27 W.

R. 26 W.

Benton

Mille Lacs

St. Cloud

Stearns

Clearwater

Wright

Monticello

Isanti

Anoka

T. 35 N.

T. 34 N.

T. 33 N.

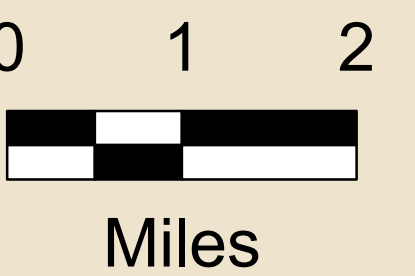
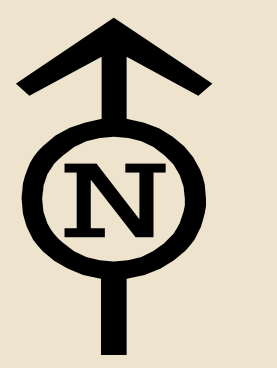
T. 32 N.

Features

- Sirens
- Distance from plant
- City Limits
- Lakes
- Wildlife Refuge
- Sand Dunes
 - Private Ownership
 - Public Ownership

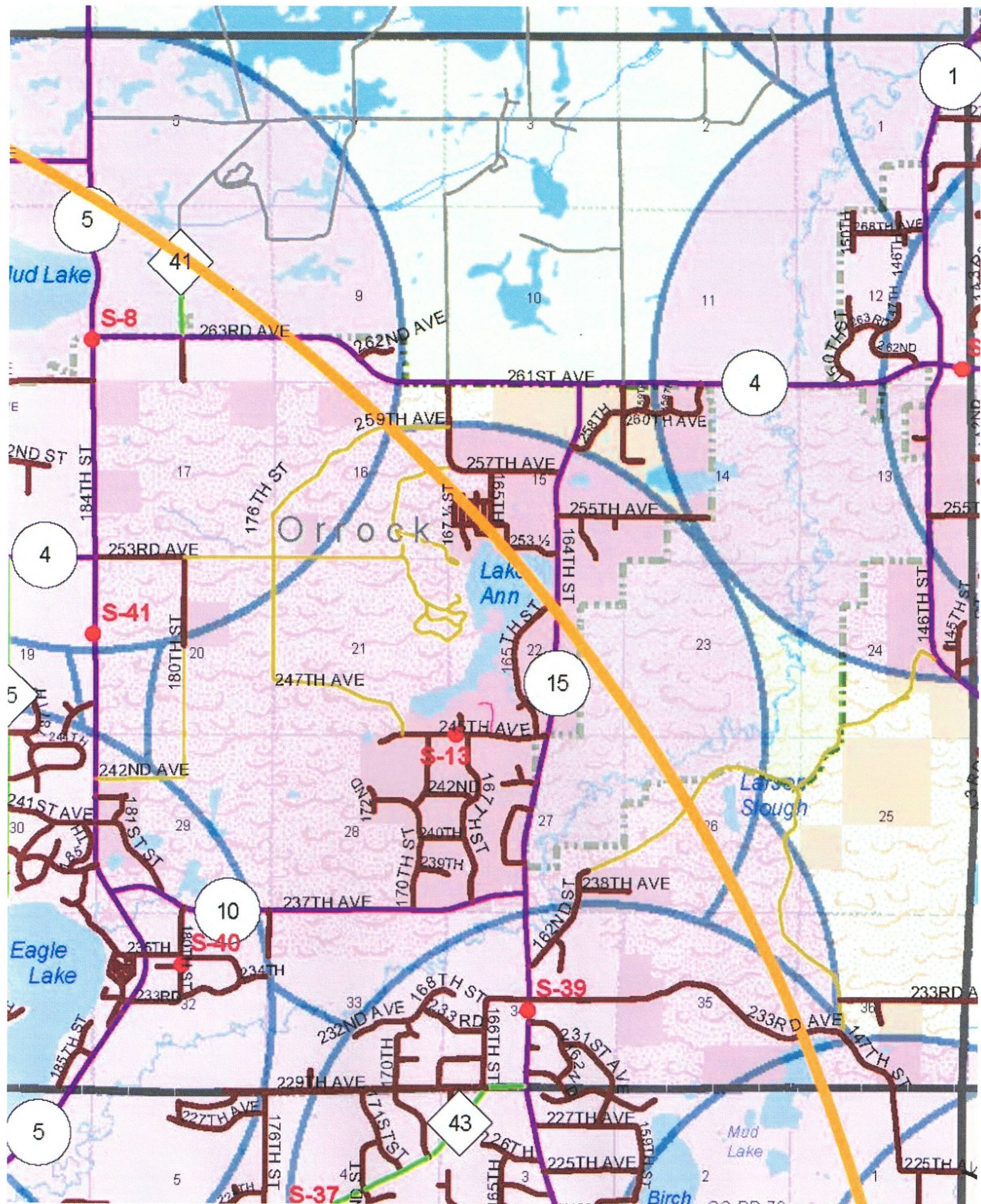
Roads

- US Highway
- State Highway
- CSAH
- MSAS
- County Road
- Township Road
- City Street
- Forest Road
- Refuge Road
- Ramp
- Private Road



**Sherburne County
Sirens**
© Sherburne County 2006

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Frontline Electrical Systems
 18234 235th Ave NW
 Big Lake, MN 55309 US
 FrontlineElectricSys@gmail.com



ADDRESS

Boaz & Shelley Erickson

Estimate 3419

DATE 02/26/2025

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	This Estimate is for Budgetary Purposes for the Maintenance of the Outdoor Warning Sirens in Orrock Township			
Trip Charge	Bi-Annual Inspection of the Siren Cabinet, Assemblies, Grounding, Radio System, Battery Charging, Battery Load Testing and all other factory recommended items. *Price is per Siren* All performance information will be submitted back to the designated official or department. All defects will be noted and will require approval before further work to be completed.	0	1,200.00	0.00
Trip Charge	Battery Replacement and Siren Head Maintenance -Includes 4 new Interstate AGM Batteries -Recycle of cores Bucket Truck to perform Siren Head Maintenance: -Lubrication of grease areas as outlined in owners manual -tension adjustment of rotator assembly -check for leaks, corrosion & worn down components -inspect wood pole for deficiencies *price is per siren, every 3 years*	0	2,000.00	0.00
SUBTOTAL				0.00



Hyper-Enrollment

Make Your Emergency Alerts More Effective.

As a leader in public alerting, Hyper-Reach helps public safety agencies protect communities with unmatched reach and reliability. One key challenge in emergencies is reaching as many people as quickly as possible – and that starts with accurate, up-to-date contact data.

With landlines fading, mobile numbers and digital outreach are more important than ever. That's why we created the Hyper-Enrollment Program – a powerful toolkit to help you enroll more residents, more efficiently.

✔ **Personalized 1-on-1 customized marketing support:** strategy, content, graphics.

✔ **The most ways for residents to enroll:**

- The Best Web Form – easy to fill out on any device.
- Call & text sign-up, one click opt-in with browser push notification.
- Written forms for those that prefer them.
- NEW Alexa smart speakers opt-in. Just say: *"Alexa, enable Hyper-Reach"*.

✔ **Most ways to receive alerts:** by voice, text, email, push notification, social media, and Alexa.



Hyper-Reach: The Mass Notification System Built for Public Safety

Our Hyper-Enrollment Program is designed to help public safety agencies expand their reach through faster, more effective outreach. And the best part? The data you collect is yours to keep, regardless of how long you remain a Hyper-Reach client.



The **Integrated Public Alert & Warning System (IPAWS)** is FEMA’s national system for local alerting that enables authorized officials to send authenticated, life-saving emergency alerts to the public through multiple communication pathways simultaneously.

1. Key Communication Pathways

IPAWS allows a single alert to be delivered via several channels at once, increasing the likelihood that the message reaches the public. These include:

- **Wireless Emergency Alerts (WEA):** Short, text-like messages sent to mobile phones in a targeted geographic area (e.g., Tornado Warnings, AMBER Alerts).
- **Emergency Alert System (EAS):** Audio/visual messages broadcast via radio, television, cable, and satellite systems.
- **NOAA Weather Radio:** Alerts transmitted over All-Hazards Weather Radio stations.
- **Internet/Other Pathways:** Digital road signs, internet service providers, and sirens.

2. How the System Works

IPAWS uses an internet-based platform called **IPAWS-OPEN** (Open Platform for Emergency Networks).

1. **Creation:** Local, state, tribal, or federal officials use authorized, Common Alerting Protocol (CAP) compliant software to create an alert.
2. **Authentication:** The alert is sent to IPAWS-OPEN, where it is authenticated to prevent fake alerts.
3. **Dissemination:** The system simultaneously routes the alert to cell towers, broadcasters, and NOAA, which then deliver it to the public.

3. Who Uses It?

While managed by FEMA, IPAWS is used by authorized personnel at all levels of government to warn their communities. There are over 1,800 federal, state, local, tribal, and territorial alerting authorities authorized to use IPAWS.

- **Authorized Users:** Local police/fire departments, emergency management agencies, and the National Weather Service.
- **Access Requirements:** Agencies must complete a four-step process—including training and a Memorandum of Agreement (MOA) with FEMA—to obtain authorization.

4. Key Advantages

- **Simultaneous Alerting:** One message reaches multiple platforms instantly, saving time.
- **Geographic Targeting:** Alerts are sent only to the people in the direct path of danger (e.g., specific cell towers in a threatened area).
- **High Reliability:** WEA messages work even when cellular networks are overloaded.
- **Authentication:** Ensures that alerts are from official sources.

5. Types of Alerts

IPAWS is designed to be used for:

- **Imminent Threat:** Warnings about dangers like tornadoes, flash floods, or active shooters.
- **Public Safety:** Evacuation orders or shelter-in-place instructions.
- **AMBER Alerts:** Missing and endangered children.
- **Presidential Alerts:** National emergency alerts.

IPAWS does not replace existing local warning systems but rather enhances them, acting as a "backbone" for modern emergency communication.

For more information: <https://www.fema.gov/em>



AGENDA ITEM

Orrock Town Board

Prepared By: <i>Shelley Erickson , Clerk</i>	Meeting Date: <i>04/22/2026</i>	Regular Agenda Item	Item No. 8A
Item Description: <i>Environmental Regulations & Building Code Outreach</i>	Reviewed By: N/A		
	Reviewed By: Shelley Erickson		

ACTION REQUESTED

Information

BACKGROUND/DISCUSSION

The Sherburne County Planning and Zoning Office is working hard to improve education and outreach related to environmental regulations and building code, to better inform the public about these regulations. To assist them we are sharing these documents on our website and have hung them on the bulletin board of our town hall, to help us spread the word.

ATTACHMENTS

- Wetlands Handout
- SAP Handout
- Building FAQ Handout

BUILDING PERMIT HANDOUT



Building permit requirements in Sherburne County are governed by the specific provisions of the Minnesota State Building Code.

Refer to County Ordinances and related fact sheets for further information on requirements and regulations.



FREQUENTLY ASKED QUESTIONS

1. What requires a building permit?

The Sherburne County Ordinance requires a permit for the construction and placement of structures on property, as well as additions and structural alterations to existing structures. In addition to dwellings, typical structures requiring permits include decks, garages, finishing basements, swimming pools, etc. Please visit www.co.sherburne.mn.us/328/Building-Permits for a complete list.

2.. How do I apply for a Building Permit?

Sherburne County Planning & Zoning offers an online portal for application completion. Scan the QR code on the back of this handout to apply, or visit our website.

3. What prerequisites are required in order to apply?

Most building permits require a current septic compliance. To be considered current, a septic compliance inspection must be completed within 3 years of application for the addition of bedrooms and within 10 years of application for all other building permits. The following permits are maintenance permits and do not require a septic compliance to be performed to obtain a permit:

- Roofing
- Deck Maintenance
- Air Conditioner/Furnace
- Siding
- Razing
- Foundation Repair
- Window/Door Replacement
- Overhead Garage Door
- Water Heater

4. When is structural engineering required?

Any post frame accessory structure where sidewalls are over 14 feet tall, and all post frame habitable structure (barndominiums, shouses) require signed, stamped plans from a MN licensed structural engineer.

FREQUENTLY ASKED QUESTIONS CONTINUED

6. Do I need a permit to re-shingle or re-side my house?

Yes, a permit is needed for maintenance items such as re-shingle, re-side, gas water heaters, fireplace and furnace installation, window replacement, and garage door replacement.

7. Do I need a permit for a fence and how close to the property can it be built?

A permit is not required for a fence under 7 feet in height. If the fence exceeds 7 feet in height, designs from a professional engineer must be supplied with the permit. A fence can be erected up to a property line, but it cannot encroach on the neighboring property. No fences are allowed inside the building setback to a lake, cannot infringe upon the view of a water body, and must not be placed in the road right-of-way.

8. How long does it take for a permit to be issued?

Issuing a building permit is generally done within 15 business days after a complete application has been submitted. Permit review times vary, depending on the time of year and whether all the required information is submitted with the application. Summer months are generally busier which results in longer permit issuance times.

9. How long is my building permit good for?

Construction must start within 180 days of the permit issuance date. Permits are valid for 6 months and can be extended provided progress is being made.

10. How do I contact an electrical inspector?

An Electrical Inspection Permit and information can be obtained by going to the State website (<https://www.dli.mn.gov/>) or by calling Kelly Johnson at 320-470-9684. Inspections can be scheduled with the Electrical Inspector between 7:00 a.m. and 8:30 a.m.

11. What are the required setbacks?

Setbacks differ depending on the zoning of each parcel and the type of road, lake, or water body that the property fronts on. Because there are so many variables, we advise our residents to contact the Planning and Zoning office to determine the required setbacks that pertain to a particular property. Setbacks can also be found in our County Ordinances available on our website.

12. Is my lot buildable?

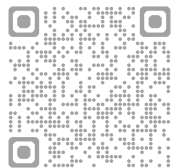
There are many requirements that need to be met in order for a lot to be buildable. Depth to water table for the low floor elevation, setbacks requirements, septic regulations, well placement, and zoning are just a few of the items that need to be verified. Environmental considerations that also need to be reviewed include; wetland, shoreland, and floodplain regulations. The County cannot tell prospective or current owners of a property if a lot is buildable. It is up to the owners to complete their due diligence to determine if all requirements can be met.

Questions?

Contact Planning & Zoning at zoning@co.sherburne.mn.us
or 763-765-4450

Have a project in mind?

Apply for a Building Permit by scanning the QR code
or visit our website co.sherburne.mn.us



SHORELAND ALTERATIONS HANDOUT



Your property is within the (Insert) Shoreland District.

A Shoreland District is an area within 1000 feet from a DNR Public Waterbody (lakes) and 300 feet from a DNR Public Watercourse (rivers). These areas are regulated to help protect the health of our waters.

Why are natural shorelines important?

- ❖ They help protect water quality by filtering nutrients
- ❖ They support diverse vegetation
- ❖ They provide habitat for fish and wildlife
- ❖ They reduce erosion and limit sedimentation

Permits

Most alterations within a Shoreland District require a Shoreland Alteration Permit. Below are some examples of projects that require a permit from the County.

- Clearing vegetation, including trees
- Grading and filling
- Sand blankets
- Rip rap
- Decks/patios
- New homes
- Accessory buildings

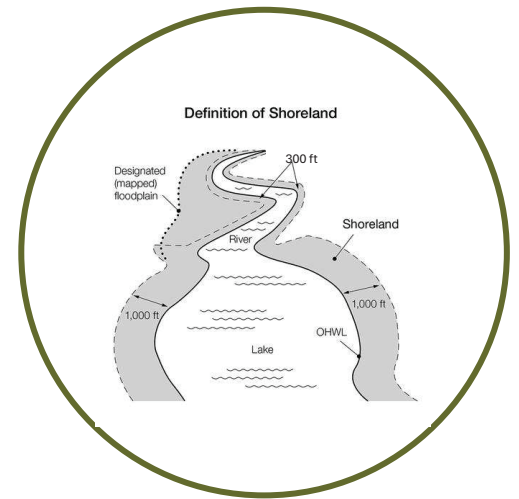
Impervious Surface

Lots within a Shoreland District may not exceed 25% impervious surface area above the OHWL. Impervious surfaces are areas where water is unable to infiltrate into the ground. These areas include roofs, decks and driveways.

Ordinary High Water Level (OHWL)

The Ordinary High Water Level (OHWL) is an elevation delineating the highest water level that has been maintained for a sufficient period of time to leave evidence upon the landscape. This elevation is set by the MN DNR. Below the OHWL, the DNR issues permits and above the OHWL, the County issue permits.

TREE FACT:
Only dead, diseased and dying trees may be removed without a Shoreland Alteration Permit. Please reach out to Zoning staff prior to removal to ensure they meet the criteria



Questions?

Contact Planning & Zoning at zoning@co.sherburne.mn.us or 763-765-4450

Have a project in mind?

Apply for a Shoreland Alteration Permit by scanning the QR code



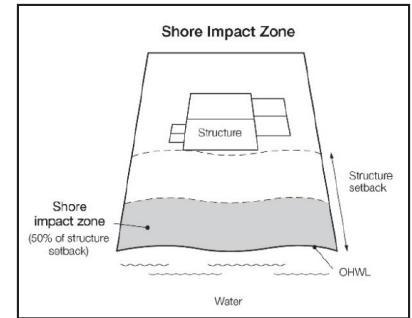
Below are additional details on items that require a Shoreland Alteration Permit:

Nonconforming Lots and Structures:

- All legally established nonconforming structures that existed prior to 1971 may continue but will be managed according to Minnesota Statutes, Sections 394.36 Subd. 5 and the Sherburne County Zoning Ordinance. Nonconforming structures may be continued, including through repair, replacement, restoration, maintenance, or improvement, **but expansion beyond their original dimensions.**
- Any proposed additions or expansions to the outside dimensions of an existing nonconforming structure must be evaluated by County staff to determine if it can be approved under an ordinance exemption or must be authorized by a variance.
- Legal nonconformities in floodplain areas are subject to stricter regulations due to federal and state law.
- Lots that were legally created before 1971 may be used building sites without a variance, provided all setback and impervious surface standards can be met and a Type 1 septic system can be accommodated.

Grading and Filling:

- A permit is required for the movement of more than 10 cubic yards of material on steep slopes or within shore or bluff impact zones; the movement of more than 50 cubic yards of material outside of steep slopes, shore and bluff impact zones
- Alterations must be designed to limit disturbance and erosion and sediment control methods must be used
- Any alterations below the OHWL must obtain a permit from the MN DNR



Stairways, Lifts and Landings:

- May not exceed 4 feet in width and landings may not exceed 32 square feet
- Canopies or roofs are not allowed
- May be constructed above the ground on posts or pilings, or placed into the ground, provided they are designed and built in a manner that ensures control of soil erosion
- Must be located in the most visually inconspicuous portions of lots, as viewed from the surface of the public water

Vegetation Alterations:

- Intensive vegetation clearing within the shore and bluff impact zones and on steep slopes is not allowed
- In shore and bluff impact zones and on steep slopes, limited clearing of trees and shrubs and cutting, pruning, and trimming of trees is allowed to provide a view to the water and to accommodate the placement of stairways and landings, picnic areas, access paths, livestock watering areas, beach and watercraft access areas, and permitted water-oriented accessory structures or facilities provided that:
 - Vegetation must be maintained to screening of structures, vehicles, or other facilities by at least 50% as viewed from the water assuming summer, leaf on conditions
 - Along rivers, existing shading of water surfaces is preserved
 - The above provisions are not applicable to the removal of trees, limbs, or branches that are dead, diseased or pose safety hazards
 - Perennial ground cover is maintained
 - Picnic areas, access paths livestock watering areas, beaches and watercraft access areas are prohibited in bluff impact zones

Water Oriented Accessory Structures:

- Each lot may have one water-oriented accessory structure, this includes detached decks and at-grade patios and cannot occupy an area greater than 250 sq ft
- The structure may not exceed 10 ft in height, exclusive of safety rails, & detached decks must not exceed 8 ft above grade
- The setback from the OHWL must be at least 10 ft and not in the bluff impact zone
- The structure must be treated to reduce visibility as viewed from public waters and adjacent shorelands by vegetation, topography, increased setbacks or color, assuming summer, leaf-on conditions

Sand Blankets:

- A permit is required for the placement of sand above the OHWL
- It may have a maximum width of 50 feet or one half the lot width, whichever is less, at a depth of 6 inches
- No plant barrier or liner (i.e., filter fabric or plastic) is installed underneath your beach sand.
- Sand may only be replaced once



WETLANDS HANDOUT



Wetlands are areas of land that have hydric soils, saturation within 12 inches of the surface during all or a portion of the growing season, and support a prevalence of hydrophytic vegetation. They are not always easily identifiable and may appear to be dry and grassy at times.

In Sherburne County any impacts to a wetland requires a Wetland Permit.



Why are wetlands important?

Wetlands provide a number of functions and values:

- Wetlands are a natural filter - they store and trap nutrients and pollutant
- Wetlands reduce erosion and sedimentation to our lakes and rivers
- Wetlands reduce flood levels by slowing runoff
- Many animals depend on wetlands for habitat and reproduction
- 43% of threatened and endangered species live or depend on wetlands

Water Fact:
Wetlands are considered the kidney of the water cycle.

It is recommended to hire a Wetland Professional to help you through the application process, especially for delineations or replacement plans.

Wetland Conservation Act

The Wetland Conservation Act (WCA) was enacted in 1991. The main goal of this act is to:

- Achieve no net loss in the quantity, quality, and biological diversity of Minnesota's existing wetlands
- Increase the quantity, quality, and biological diversity of wetlands by restoring or enhancing impacted wetlands
- Avoid direct and indirect impacts from activities that destroy or diminish wetlands
- Replace wetlands where avoidance of an activity is not feasible

What is an impact?

In Sherburne County any impacts to a wetland requires a Wetland Permit. An impact is defined as the loss in the quantity, quality or biological diversity of a wetland caused by draining and filling, and the excavation in permanently and semipermanently flooded areas.

Common permitted projects

Below are some common permitted wetland projects:

- Pond excavations
- Wetland crossings
- Grading in low areas



AGENDA ITEM

Orrock Town Board

Prepared By: <i>Shelley Erickson , Clerk</i>	Meeting Date: <i>04/22/2026</i>	Regular Agenda Item	Item No. 8B
Item Description: <i>Sherburne County Zoning and Subdivision Ordinance Updates</i>	Reviewed By: N/A Reviewed By: Dalton Keiderling		

ACTION REQUESTED

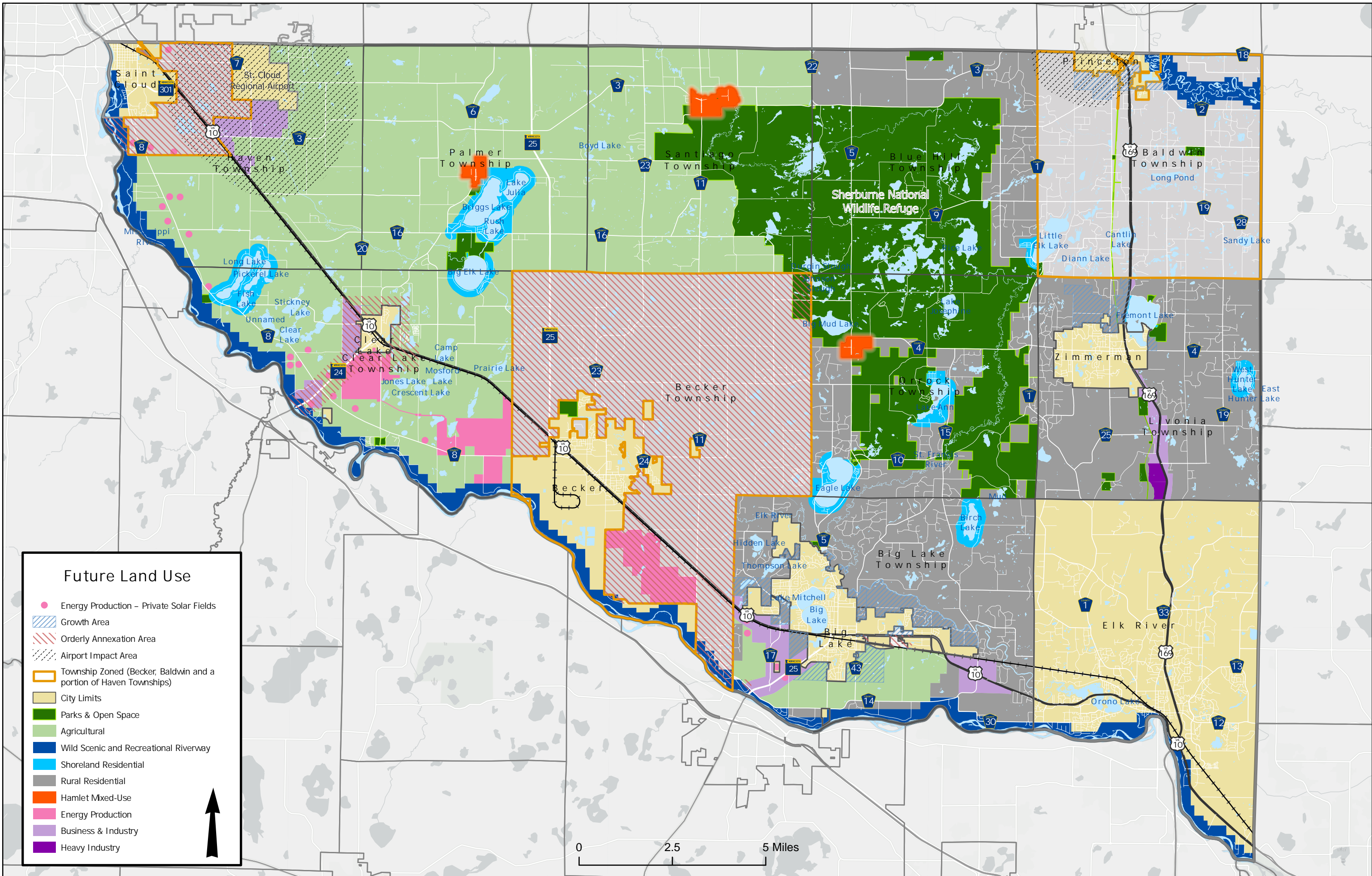
TBD

BACKGROUND/DISCUSSION

Mitch Glines, Sherburne Co Senior Planner, sent a memo, draft Zoning/Subdivision/Short-Term Rental Ordinances, and township comment forms. The draft memo and ordinances will be introduced at the Planning Commission meeting on April 16th, with the Public Hearing to be held at the May 21st Planning Commission meeting and then to the County Board for the final decision on June 16th. They will be accepting comments up until the May 21st Planning Commission meeting. He thanked everyone for their participation and providing feedback that will help shape the future land use for Sherburne County.

ATTACHMENTS

- Future Land Use Map
- Orrock Hamlet District
- Short Term Rental Ordinance
- 2026 TWP Comment Forms
- Planning Commission 4-16-2026 - Zoning and Subdivision Ordinances Update-Memo
- Sherburne County Subdivision Ordinance Draft 2026-4-10 (38 pages)
- Sherburne County Zoning Ordinance Draft 2026-4-10 (228 pages)



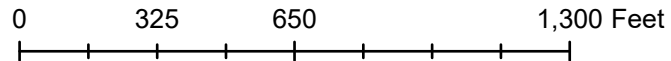
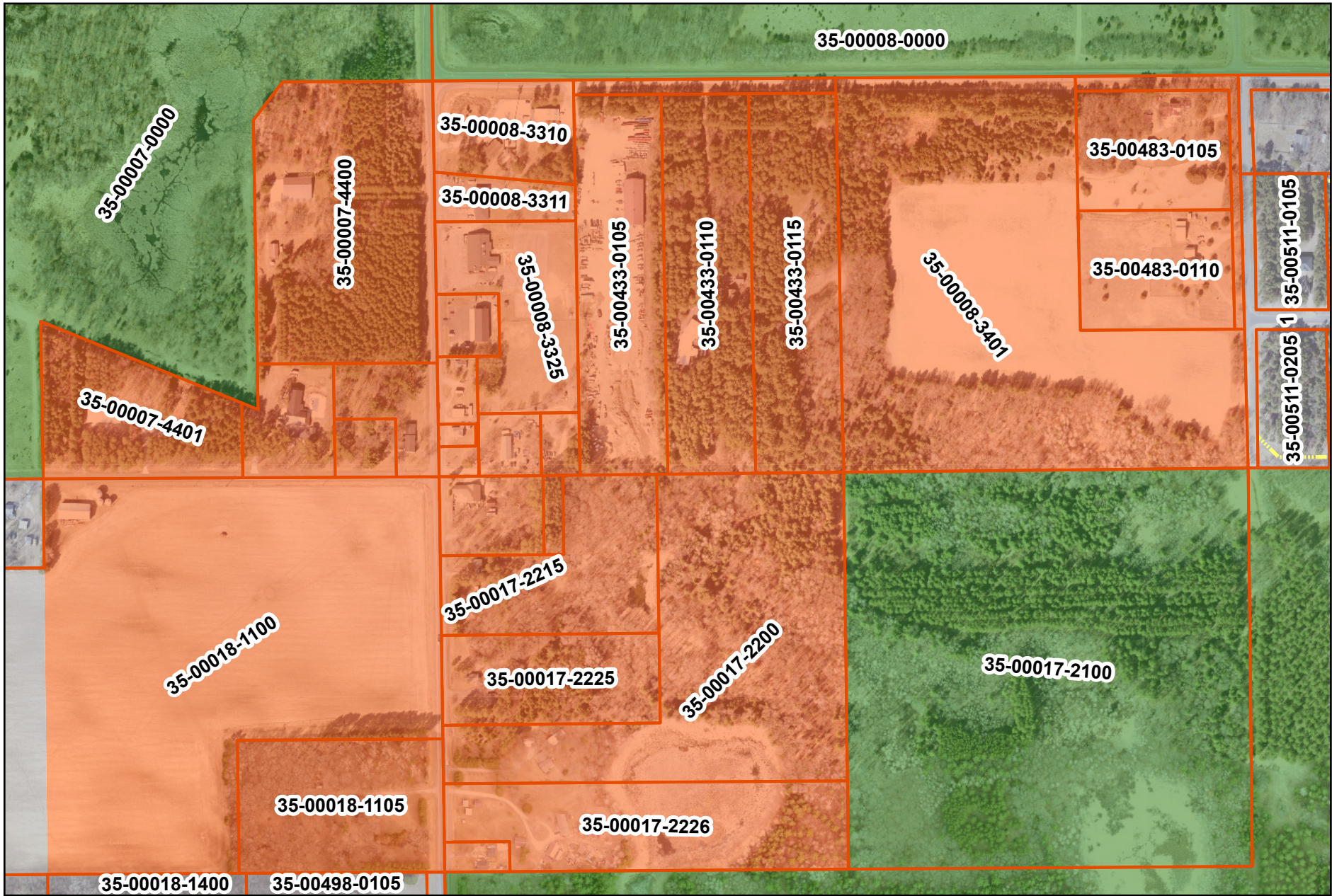
Future Land Use

- Energy Production – Private Solar Fields
- Growth Area
- Orderly Annexation Area
- Airport Impact Area
- Township Zoned (Becker, Baldwin and a portion of Haven Townships)
- City Limits
- Parks & Open Space
- Agricultural
- Wild Scenic and Recreational Riverway
- Shoreland Residential
- Rural Residential
- Hamlet Mixed-Use
- Energy Production
- Business & Industry
- Heavy Industry

0 2.5 5 Miles



Orrock Township "Hamlet District"



DISCLAIMER: Sherburne County does not warrant the accuracy nor the correctness of the information contained in this map. It is your responsibility to verify the accuracy of this information. In no event will Sherburne County be liable for any damages, including loss of business, lost profits, business interruption, loss of business information or other pecuniary loss that might arise from the use of this map or the information it contains. Map information is believed to be accurate but accuracy is not guaranteed. Any errors or omissions should be reported to Sherburne County Public Works. Path: C:\Users\GLINESM\OneDrive\Desktop\Permit Review2.mxd
Map Created: 12/2/2024

SECTION 16.9 – SHORT-TERM RENTAL

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DRAFT

SUBDIVISION 1.0 PURPOSE, SCOPE, & OBJECTIVES

1.1 Purpose

- (a) It is the purpose and intent of this Ordinance to regulate short-term rentals within Sherburne County. To allow use of short-term rental units, but also mitigate possible adverse impacts to the health, safety, welfare, and quality of life of surrounding properties, as well as water and environmental quality, through the establishment of a licensing program for the review and approval of short-term rental unit operations.
- (b) Short Term Rentals shall be licensed to operate in the unincorporated areas of the county and are subject to county, state and federal laws.
- (c) To ensure compliance with the latest adopted Minnesota State life safety codes such as building Codes related to fire, health, and life safety standards.
- (d) To support appropriate business registration and lodging tax collection for short-term rental operations.

1.2 Scope

Pursuant to Minnesota Statutes §§ 375.51–375.55 and Minnesota Rules Chapters 7080–7083, as adopted and amended by Sherburne County Land Use Ordinance Article 37, are hereby incorporated by reference.

1.3 Objectives

- (a) To provide and enforce standards for the maintenance of short-term rentals.

To provide local governance to promote health, safety, and wellness to Sherburne County citizens and patrons of short-term rentals

SUBDIVISION 2.0 AUTHORITY

2.1 The regulation and licensing of short-term rentals in Sherburne County is authorized under Minnesota Statutes §§ 375.51–375.55, which grant counties the authority to adopt ordinances for the protection of public health, safety, and welfare. Short-term rental operations shall comply with all applicable state and county laws, including but not limited to the following:

- (a) **Minn. Stat. §§ 375.51–375.55** – County authority to regulate land use and adopt ordinances.
- (b) **Minn. Stat. §297A.61** – State sales tax obligations, including lodging tax on short-term rental transactions.
- (c) **Minn. Stat. §469.190** – Authorization for counties to impose a local lodging tax.
- (d) **Minn. Stat. §§ 157.15–157.22** and **Minn. R. 4625** – Health and sanitation standards for lodging establishments, including bedding, water supply, waste disposal, and pest control.
- (e) **Minn. R. 7080.2450 Subp. 2** – Septic system maintenance and recordkeeping requirements for subsurface sewage treatment systems (SSTS).
- (f) **Minnesota Residential Building Code (Minn. R. 1300–1350)** – Construction, occupancy,

and life safety standards for residential structures.

(g) **Minnesota State Fire Code (Minn. R. 7511)** – Fire safety, emergency access, and occupancy classification requirements for residential rental properties.

(h) **Sherburne County Solid Waste Ordinance and Land Use Ordinance Article 37** – Local requirements for waste management, septic compliance, and nuisance enforcement.

2.2 Enforcement Authority

Sherburne County is authorized under Minnesota Statutes §§ 375.51–375.55 to enforce this Ordinance through administrative procedures, fines, license actions, and misdemeanor prosecution as outlined in Subdivision 7.0 and the Sherburne County Code Enforcement Procedures Manual. Any violation of this Ordinance may result in investigation, citation, license suspension or revocation, and/or referral for prosecution, as determined by the County.

SUBDIVISION 3.0 DEFINITIONS AND GENERAL PROVISIONS

3.1 Definitions. Unless specifically defined below, words or phrases used in this Ordinance shall be interpreted to give them the same meaning they have in common usage and to give this Ordinance its most reasonable application.

- (a) **“Bedroom”** as defined by the latest state adopted life safety codes and currently means a habitable room intended for sleeping that meets all of the following criteria: (A) has a minimum floor area of 70 square feet for single occupancy, or 50 square feet per occupant for multiple occupancy; (B) has a minimum horizontal dimension of 7 feet; (C) provides access from a common living area or hallway; (D) includes a window that meets emergency egress standards—minimum net clear opening of 5.7 square feet, at least 24 inches high and 20 inches wide, with a sill height not exceeding 44 inches above the floor; (E) has a ceiling height of at least 7 feet; and (F) is equipped with smoke alarms as required by the Minnesota Residential Building Code. Architectural features that affect privacy, ventilation, or emergency access may be considered in determining bedroom status.
- (b) **“Lodging Tax”** means a tax imposed on the gross receipts from the furnishing of lodging for periods of less than 30 consecutive days, as authorized under Minnesota Statutes Chapter 469.
- (c) **“Business Registration”** means the licensing process by which a short-term rental operator registers with the Minnesota Secretary of State and/or Sherburne County as a business entity.
- (d) **“Owner”** means the property owner of record of the real estate located in Sherburne County.
- (e) **“Owners Authorized Agent”** means a person who has written designation to act on behalf of the owner.
- (f) **“Parcel”** means a unit of real property that has been given a parcel identification number maintained by the County.
- (g) **“Short Term Rental Unit”** means any dwelling unit offered for rent for a period of less than 30 consecutive days, excluding hotels, motels, resorts, and bed-and-breakfast establishments, as defined by Minn. Stat. §157.15 and subject to lodging

SECTION 16.9 – SHORT-TERM RENTAL

tax under Minn. Stat. §469.190..

- (h) **“SSTS”** means “Subsurface sewage treatment system” is either an individual subsurface sewage treatment system as defined in Minnesota Rules part 7080.1100, subpart 41 or a mid-sized subsurface sewage treatment as defined in Minnesota Rules part 7081.0020, subpart 4 and Article 37 of the County Land Use ordinance, as applicable.
- (i) **“Travel Trailer”** means a recreational vehicle built on a single chassis with a rigid walled shelter, mounted on wheels and have a gross trailer area not exceeding 400 square feet. For the purposes of this ordinance, the term travel trailer is synonymous with the term “recreational vehicle.”
- (h) **“State Building Code”** means the Minnesota State Building Code as adopted under Minn. Stat. §326B.106 and implemented through Minnesota Rules Chapters 1300–1350.
- (i) **“Substantiated Complaint”** means a complaint regarding a short-term rental that has been formally reported to Sherburne County, investigated by the appropriate agency, and determined to be valid based on evidence of a violation of this Ordinance or any other federal, state or local law. Substantiated complaints shall be documented in writing and may contribute to enforcement actions under the ‘three strikes’ rule.

3.2 Severability. If any section, clause, provision, or portion of this Ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby.

SUBDIVISION 4.0 ANNUAL LICENSE REQUIRED

4.1 No Short-Term Rental may be operated without a valid Short-Term Rental license issued pursuant to this Ordinance.

4.2 All new Short-Term Rental operations as of the enactment date of this Ordinance shall obtain a license from the County prior to commencing operations.

4.3 All Short-Term Rental licenses are an annual license and must be renewed each year. License renewal applications for rental operations in the following year must be submitted prior to any rental activity. Licenses are valid from January 1 – December 31 each year.

4.4 The Owner or Owners Authorized Agent shall permit access to the property and all permitted units at any reasonable time for the purpose of inspection upon request of Sherburne County.

4.5 All short-term rental operators must register as a business entity and comply with applicable lodging tax requirements. Proof of registration and tax compliance shall be submitted with the license application.

4.6 STRs subject to 6.875% state sales tax and 3–5% local lodging taxes. Hosts must register with the MN Department of Revenue unless platforms remit taxes.

4.7 Sherburne County may impose additional lodging taxes under Minn. Stat. §469.190.

SUBDIVISION 5.0 LICENSE APPLICATION REQUIREMENTS

5.1 Application Requirements. The following information shall be provided to the County on the

SECTION 16.9 – SHORT-TERM RENTAL

Short-Term Rental license application:

- (a) The full name (First, Middle, Last), Date of Birth, mailing address, email address and telephone number of the owner of the Short-Term Rental home for which the license is to be issued. If the property is owned by a business or corporation, the CEO or Designee is responsible for obtaining the license in their name.
- (b) Physical address and parcel identification number.
- (c) The name, address, telephone number and email address of the Owner's Authorized agent for the Short-Term Rental who is available 24 hours a day.
- (d) All other information that is requested on the Short-Term Rental License Application.
- (e) No application for initial or renewal license shall be accepted if there are past due property taxes on the property described in the license application.
- (f) No license shall be issued if there are pending permits and/or open enforcements related to the property.
- (g) No license shall be issued if the property has three substantiated violations within the prior calendar year prior to application for a license.
- (h) Properties must be in compliance with Minnesota State Building Codes for fire, health, and life safety standards.
- (i) Proof of business registration and lodging tax compliance must be included with the application.

5.2 Application Process. Applications for Short-Term rental operation licenses may be filled out online at <https://gis.co.sherburne.mn.us/pzpermitportal/> .

- (j) Once a complete application is received along with the supplemental information and payment of fee, Sherburne County shall issue or deny the license in accordance with the timelines established under Minnesota Statutes § 15.99 (60-day rule) during which time the County may contact the Owner or Owner's Authorized Agent for additional information. If the license is denied, a letter shall accompany the denial explaining the reasons for the denial, and the Owner or Owner's Authorized Agent may reapply once the conditions surrounding the application denial are corrected.

SUBDIVISION 6.0 GENERAL REQUIREMENTS

6.1 Septic/Solid Waste

- a) The short-term rental must be connected to an approved SSTS or served by central sanitary sewer system.
- b) A valid Certificate of Compliance, which is a certificate that was issued on a new septic system installed within the past 5 years OR a copy of a compliance inspection form which was performed within the past 3 years.
- c) At least once every three (3) years thereafter the Owner or Owner's Authorized Agent

SECTION 16.9 – SHORT-TERM RENTAL

shall provide an updated certificate of septic testing showing that the system is compliant for the number of bedrooms indicated in the application.

(d) Maintenance records are required under Minnesota Rules 7080.2450 Subp. 2.(e) Disposal of solid waste must comply with Sherburne County Solid Waste Ordinance, or its successor or replacement.

(f) Garbage, refuse, or recycling shall be stored completely enclosed within designated refuse containers. The owner or operator of the rental unit shall provide sufficient trash storage containers and service to accommodate the demand of the occupants in compliance with Sherburne County Solid Waste Ordinance

(g) Septic systems must be clearly marked and protected from vehicle parking or encroachment.

6.2 Health and Life Safety Codes

Short-term rentals shall comply with all applicable health and sanitation standards established by the Minnesota Department of Health, including:

a) Minnesota Statutes §§ 157.15–157.22 and Minnesota Rules Chapter 4625.

Short Term Rentals shall comply with Life Safety Codes per Minnesota Statutes and rules, including:

(a) 2020 Minnesota Residential Building Code

(b) 2020 Minnesota State Fire Code

Per §157.15 and Health and Fire Departments may inspect and charge fees:

6.3 Occupancy

(a) The overnight occupancy of a short-term rental shall be as calculated under the 2020 Minnesota Residential Building Code or the latest state adopted version:

- bedrooms must be at least 70 sq ft for single occupancy or 50 sq ft per person for multiple occupants.

(b) STRs with fewer than six guest rooms are classified as Group R-3 under the 2020 Minnesota State Fire Code.

(c) STRs renting individual rooms may be reclassified as boarding houses, triggering additional fire and health code requirements.

(d) It is prohibited to advertise beyond approved occupancy.

Occupancy limits shall be shown on license and license must be displayed in the short-term rental space.

Licensee shall not advertise the property as containing any more than the number of bedrooms identified on the license.

Licensee shall not advertise the property as available to more guests than the occupancy limit identified on the license.

(e) Use of travel trailers, tents, yurts, fish houses or other temporary structures is

(f) prohibited to be used as short-term rental unit Parking must be provided on-site and shall be sufficient to accommodate the maximum number of guests allowed under the

occupancy limit.

- (g) Parking areas must be designed to prevent traffic congestion and ensure emergency vehicle access at all times.

6.4 Noise

- (a) Quiet hours are between the hours of 10 pm to 7 am, Sunday through Thursday; and 12 am to 7 am, Friday and Saturday. The owner of the short-term rental is expected to enforce this rule. Failure to do so may result in enforcement action as provided in section 6.
- (b) Noise [ADDED] Repeated violations of quiet hours may contribute to enforcement actions under the “three strikes” rule.
- (c)

6.5 Parking

- (j) Parking cannot restrict access by emergency vehicles or the traveling public and shall not impede any ingress or egress of property owner. In addition, parking cannot encroach neighboring properties. Septic systems must be delineated to not have parking on the tanks or drainfield.

6.6 Property Contact Information

- (a) The Owner or the Owner’s Authorized Agent shall keep on file, with the county, and shall notify each renter, in writing, of the contact information for the Owner or Owner’s Authorized Agent who shall provide a text enabled cell phone number and who shall be available 24 hours a day, seven (7) days a week, whenever the property is being rented for short-term rental purposes. The Owner or the Owner’s Authorized Agent shall respond to any issue or complaint raised within one (1) hour of any such point of contact being notified of the issue or complaint. Property contact information shall be accessible to the public 24/7 on the Sherburne County Website. License fees shall be established by the Sherburne County Board of Commissioners and published in the County Fee Schedule.

6.7 Transfer License

- (a) The short-term rental license shall not be transferrable upon any change in ownership of the licensed property, or otherwise.

SUBDIVISION 7.0 ENFORCEMENT & FINES

7.1 Enforcement. Sherburne County shall investigate all complaints and alleged violations of this Ordinance. Sherburne County shall follow up with all Owners or Owner’s Authorized Agents and complainants within a reasonable period of time. The Owner or Owner’s Authorized Agent shall address any substantiated complaints/violations as directed by Sherburne County. All substantiated complaints/violations not resolved as directed shall result in enforcement action and/or fines as provided in this ordinance.

- (a) The County shall enforce a “three strikes” rule: If three (3) substantiated complaints/violations have occurred at a Short-Term Rental Unit within one year, then the license may be subject to revocation as determined by Sherburne County.
- (b) The intentional false reporting of a violation of this ordinance shall be considered a

SECTION 16.9 – SHORT-TERM RENTAL

violation of this ordinance and count as one of three complaints per year per above. The penalty for intentional false reporting of a violation shall be \$100.00 for a first offense, \$150.00 for a second offense, and \$1,000.00 for a third or subsequent offense.

- (c) Any Owner or Owner’s Authorized Agent who fails to comply with a directive of Sherburne County as provided in section 6.1 or who violate, disobey, omit, neglect, refuse to comply with, or who resist enforcement of any of the provisions of this Ordinance may be subject to misdemeanor prosecution, forfeiture of their license, and/ or fines..
- (d) Any license revoked under this section shall not be reissued for a period of 1 year from the date of revocation.
- (e) Failure to comply with parking, traffic, septic, or emergency access requirements may result in license suspension or revocation.
- (f) Failure to comply with business registration or lodging tax obligations may result in license suspension or revocation.

7.2 Administrative Fines

Sherburne County may impose administrative fines for violations of this Ordinance in accordance with the County Code Enforcement Procedures Manual and the County Fee Schedule. Fines shall be assessed per violation and may escalate for repeat offenses. The following fine schedule shall apply unless otherwise modified by the County Board:

Table 16.9.1

Violation	First Offense	Second Offense	Third/Subsequent Offense
Operating without a valid license	\$500	\$750	\$1,000 + license suspension
Advertising beyond approved occupancy	\$250	\$500	\$750
Noise violations during quiet hours	\$150	\$300	\$600
Septic noncompliance	\$500	\$750	\$1,000
Parking violations	\$250	\$500	\$750
Failure to respond to complaints within 1 hour	\$200	\$400	\$600
Use of prohibited structures (e.g., tents, trailers)	\$300	\$600	\$900
Failure to register business or remit lodging tax	\$500	\$750	\$1,000
False complaint reporting (per Section 7.1)	\$100	\$150	\$1,000

- a) Fines are payable within 30 calendar days of issuance unless appealed.
- b) Multiple violations may be assessed cumulatively.
- c) Fines may be waived, reduced, or upheld through the appeal process in Section 7.0.
- d) The County Board may update this schedule annually via the County Fee Schedule.

SUBDIVISION 8.0 APPEALS

8.1 Administrative Appeal.

8.2 Any person aggrieved by an order, requirement, decision, or determination made by Sherburne County under this ordinance may file an administrative appeal.

8.3 All appeals shall be processed in accordance with the Sherburne County Code Enforcement

SECTION 16.9 – SHORT-TERM RENTAL

Procedures Manual, which outlines timelines, hearing procedures, and criteria for review

- a) The appeal must be submitted in writing, via mail or electronic submission as determined by the county to the Sherburne County Administrator within 30 calendar days of the date of the decision being appealed.
- b) The written appeal must include:
- c) The name and contact information of the appellant.
- d) A description of the decision being appealed.
- e) The grounds for the appeal and any supporting documentation.
- f) Upon receipt, the County Administrator shall:
 - i. Review the appeal and supporting materials.
 - ii. Consult with relevant County departments as needed.
 - iii. Issue a written decision within 30 calendar days of receiving the appeal.
- (g) If the appellant is not satisfied with the County Administrator's decision, they may proceed to a formal appeal under Section 7.2.

8.4 Enforcement Appeal Process and Fines

- (a) Appeals related to enforcement actions, license revocations, or fines shall follow the procedures established in the Sherburne County Code Enforcement Policy.
- (b) Fines imposed under this ordinance, including those for false reporting or noncompliance, shall be subject to review through the appeal process.
- (c) The County may uphold, reduce, or waive fines based on evidence presented during the appeal.
- (d) The County Fee Schedule, approved annually by the Board of Commissioners
- (e) Or reference it in the Code Enforcement Manual



SHERBURNE COUNTY PLANNING AND ZONING

PLANNING COMMISSION MEETING

4-16-2026

2026 ZONING AND SUBDIVISION ORDINANCE UPDATES



The Zoning and Subdivision Ordinance updates is concluding.

- It's anticipated that the draft ordinances will have the public hearing on **May 21st** and the final action by County Board on **June 16th**.
- As of April 10th draft Zoning and Subdivision Ordinances have been shared with the Planning Advisory Commission and the Townships.
- This is your opportunity to review and provide feedback on the proposed changes/updates to the Zoning and Subdivision Ordinances.
- Feedback on the Ordinances should be directed to **Mitch Glines** mitch.glines@co.Sherburne.mn.us

Recap:

- Following the 2040 Comprehensive Plan that was adopted in 2023 and amended in 2025, Planning and Zoning Dept. took the initiative to rewrite the ordinances to better align with the Compressive Plan.
- This is the first signific rewrite of these Ordinances since 1994.
- This one-year process to rewrite these ordinances was done with support and guidance from:

Internal Partners: Public Works Department, County Attorney's Office and County Recorder's Office			
Steering Committee: Township representatives, private local surveyor and local builders/developers and County Commissioners			
Bolton & Menk, Consultants	Sherburne County Townships, Cities	MnDNR	Sherburne County Economic Development Authority

PLANNING (COMP PLAN) AND ZONING (ORDINANCE)



The 2040 Comprehensive Plan, Chapter 6, Implementation, was the guiding document that is driving the Zoning and Subdivision Ordinance updates. Provided below are some of the action steps from the Comprehensive Plan.

Policy Area	Action Step	Priority
#3 Ag Housing	Remove barriers that limit multi-generational housing from occurring on farmsteads, such as the minimum platted lot size and 75% wooded lot requirement.	High
#13 Growth Areas	Revise zoning ordinances to lower densities (e.g., 1 unit per 10+ acres) in defined growth areas until city services are extended to accommodate higher densities (3+ units per acre).	High
# 14 Hamlets	Adopt a new zoning district that allows new land uses (e.g., businesses and townhomes) to occur in and around Hamlets. This may include higher densities and design guidelines/standards	Low
#18 Life-Cycle Housing	Expand and define a broader range of housing types that are allowed in the County's zoning ordinance (zoning districts).	High
#22 Rural Residential Lot Size	Consider reducing the minimum lot sizes for Residential Planned Unit Development (R-PUD) Overlays. Currently, the overlay district allows for a minimum lot size of 1.5 acres with individual septic systems...	Medium
# 28 Zoning Consistency	Review and revise the County's Zoning and Subdivision Ordinance.	High

Link to the Comp Plan <https://www.co.sherburne.mn.us/DocumentCenter/View/353/Comprehensive-Land-Use-Plan-PDF>

NOTABLE CHANGES



What was accomplished over the past year?

Overall Changes:

- Reformat to be consistent with other county ordinances
- Reorganized to create better flow
- Consolidated and update all definitions to one section
- Reconciled duplicative language
- Added interactive navigation and table of contents of ease of use

Zoning Ordinance:

- Expanded the Shoreland Residential District include all developed lake and reduce road setbacks
- Added new Hamlet Zoning District to support mixed-use development and life cycle housing
- Added a Short-Term Rental Ordinance
- Modified the 75% wooded requirement in the Ag District to included non-tillable land
- Increased minimum lot size in Urban Expansion District to 10-acres to preserve for future city growth
- Only requiring screening (trees) for Solar Farms directly adjacent to residential properties
- Increasing Accessory Building Size on acreage from 2.5-5 acres to

2,400 sq. ft. from 1,800 sq. ft.

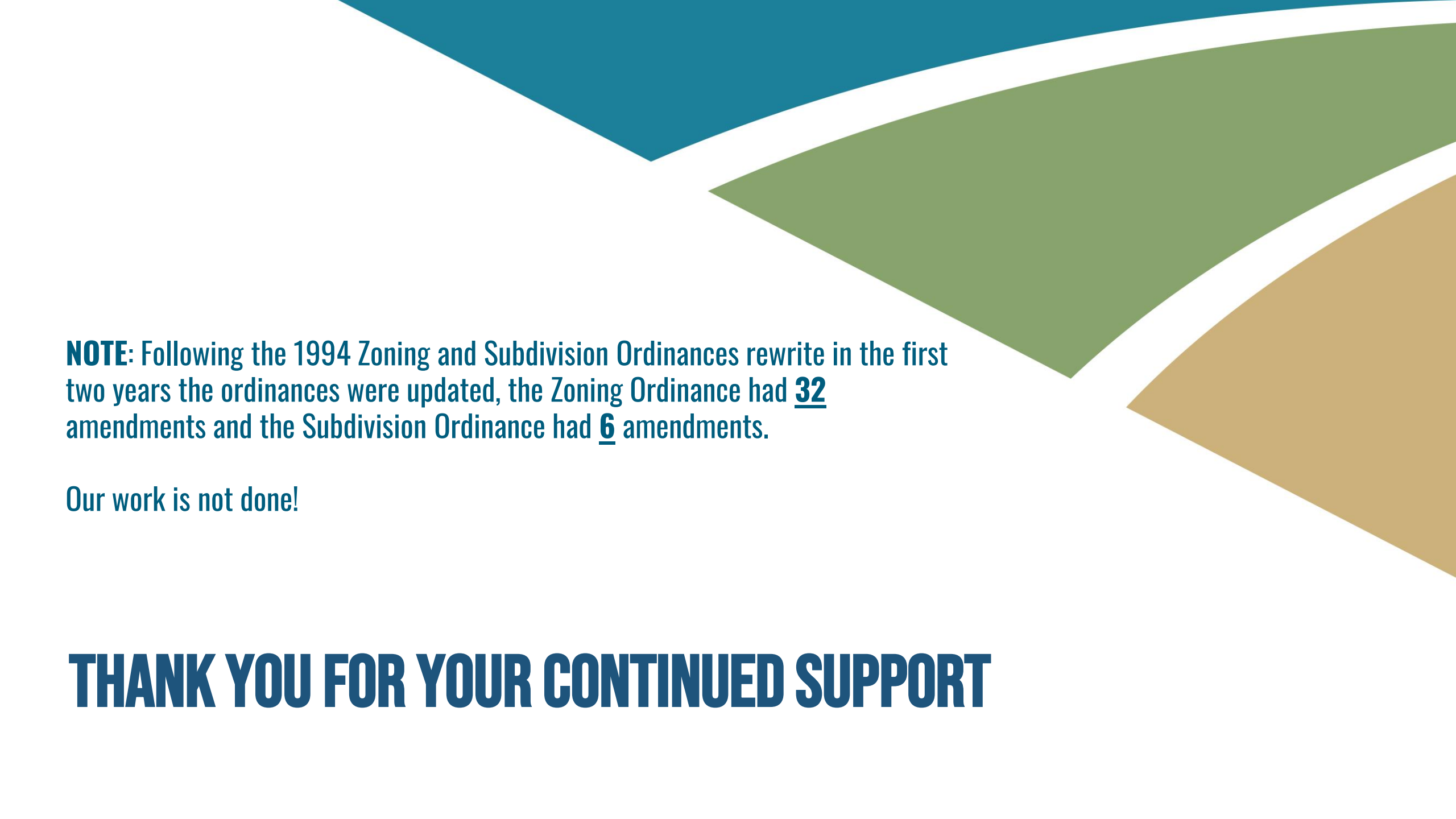
- Reevaluated land uses (CUP/IUP) for each zoning district
- Changing the Findings of Facts for Board of Adjustment to easier to read and understand
- Updated sign regulations
- Moved cannabis uses into the land use table

Subdivision Ordinance:

- Expanded opportunities for Administrative Splits
- Renamed Simple to Minor and Standard to Major Plats
- Eliminated the Residential Planned Unit Development Plats
- Eliminated “Alternative Soils” standard for platting
- Reduced soil separation from 36” to 24” but kept 40,000 sq ft requirement

For Further Discussion:

- Introduced possibility of reduction of minimum platted lot size 1.5 acres in both General Rural and Agricultural Districts
- Lot sizes in Hamlets



NOTE: Following the 1994 Zoning and Subdivision Ordinances rewrite in the first two years the ordinances were updated, the Zoning Ordinance had 32 amendments and the Subdivision Ordinance had 6 amendments.

Our work is not done!

THANK YOU FOR YOUR CONTINUED SUPPORT



AGENDA ITEM

Orrock Town Board

Prepared By: <i>Shelley Erickson , Clerk</i>	Meeting Date: <i>04/22/2026</i>	Regular Agenda Item	Item No. 8C
Item Description: <i>Bahr Haunted Acres Driveway Request</i>	Reviewed By: N/A		
	Reviewed By: Shelley Erickson		

ACTION REQUESTED

Discuss/TBD

BACKGROUND/DISCUSSION

Brent Bahr of Bahr Haunted Acre would like to discuss putting in a second driveway to use during events. The object is to have less lights and disruptions for their neighbors.

ATTACHMENTS

Photos of the Property

Haunted Trail AREA

Multiple "buildings"
free standing environments

Trails, Animatronics, Actors

All groups are guided through

Radios/Cellphones are used
by volunteers and actors to
assist with safety, security,
and needs throughout event.

Google



Yellow Squares indicate parking
 Red Markings/Lettering indicate NO PARKING
 White lines indicate vehicle travel path
 Blue Lines/Area indicate Trail

Bahr's Haunted Acres



35-414-0506

35-414-0508

35-414-0510

35-414-0514

35-028-1200

New Ditch

Guest parking

Bikes

1

35-414-0425

35-414-0440

35-414-0445

DISCLAIMER: Shasta County does not warrant the accuracy or the correctness of the information contained in this map. It is your responsibility to verify the accuracy of the information. In no event will Shasta County be liable for any damages, including reasonable attorneys' fees, arising out of the use of this map or the information it contains. Map information is believed to be accurate but accuracy is not guaranteed. Any errors or omissions should be reported to Shasta County Public Works, 2150 Lincoln St., Shasta, CA 96084, (530) 923-3333. Map Created: 12/12/2014



AGENDA ITEM

Orrock Town Board

Prepared By: <i>Shelley Erickson , Clerk</i>	Meeting Date: <i>04/22/2026</i>	Regular Agenda Item	Item No. 9D
Item Description: <i>Weight Limit Signs on 233rd east of Co Rd 15</i>	Reviewed By: N/A		
	Reviewed By: Shelley Erickson		

ACTION REQUESTED

Discuss/TBD

BACKGROUND/DISCUSSION

It was brought to our attention that the company currently logging in the DNR is possibly overloading it's trucks on 233rd Ave causing road damage. The question of weight limit restrictions and signs not being posted was brought up. After extensive research by the clerk, it was discovered that Orrock township did receive a state funded grant to turn that road into a ten-ton road. This work was completed by WSB. No resolution or signage is required for this road as any road that doesn't have a sign specifying otherwise automatically defaults to a ten-ton weight limit.

ATTACHMENTS

- WSB Application
- Receipt for Grant

MINN PROJ NO.

GOVERNING SPECIFICATIONS

THE 2018 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN. ALL TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE LATEST EDITION OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE LATEST FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

PLAN SET INDEX

SHEET NO.	SHEET TITLE
1	TITLE SHEET
2	STATEMENT OF ESTIMATED QUANTITIES
3-4	TYPICAL SECTIONS
5-15	STREET PLANS
16-17	PLAN & PROFILE
18	EROSION CONTROL PLAN
19	DRAINAGE DETAILS
20-23	CROSS SECTIONS

THIS PLAN SET CONTAINS 23 SHEETS

APPROVED: *Michael J. Nelson* DATE: 2/26/2019
ORROCK TOWNSHIP

APPROVED: *Andrew* DATE: 3/28/19
SHERBURNE COUNTY ENGINEER

Kelin J. Hansen DATE: 4/1/19
DISTRICT STATE AID ENGINEER: REVIEWED FOR COMPLIANCE WITH STATE AID RULES/POLICY

Kelin J. Hansen DATE: 4/1/19
APPROVED FOR STATE AID FUNDING: FOR STATE AID ENGINEER

ALL APPLICABLE FEDERAL, STATE, AND LOCAL LAWS AND ORDINANCES WILL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.

MINNESOTA DEPARTMENT OF TRANSPORTATION ORROCK TOWNSHIP

EXISTING PLAN SYMBOLS

PROPERTY LINES/RIGHT-OF-WAY	---
UTILITY EASEMENT	- - - -
TREE LINE	~~~~~
SIGN	↑
DECIDUOUS TREE	⊙
SHRUB	⊗
CONIFEROUS TREE	✱

EXISTING UTILITY SYMBOLS

FIBER OPTIC CABLE	— F O —
UNDERGROUND TELEPHONE	— U G T —
GAS LINE	— G —
UNDERGROUND CABLE	— C N D —
CABLE TV	— C T V —
OVERHEAD COMMUNICATIONS LINE	— O H —
UNDERGROUND POWER	— U G E —
OVERHEAD POWER	— O H E —
UNDERGROUND ELECTRIC	— U G E —
OVERHEAD TELEPHONE	— O H T —
WATER MAIN	— W M —
SANITARY SEWER	— S S —
STORM SEWER	— S S —

DESIGN DESIGNATION

168TH STREET

R VALUE	=	70
PRESENT ADT (2019)	=	150
PROJECTED ADT (2039)	=	225
ESALS	=	60,000
DESIGN SPEED	=	40 MPH
BASED ON:	STOPPING SIGHT DISTANCE	
HEIGHT OF EYE	=	3.5
HEIGHT OF OBJECT	=	2.0

DESIGN SPEED NOT ACHIEVED AT: N/A

FUNCTIONAL CLASSIFICATION: LOCAL
NO. OF TRAFFIC LANES: 2-12
NO. OF PARKING LANES:
SHOULDER WIDTH: 2
STRUCTURAL DESIGN STRENGTH: 10 TON

STATE AID PROJ. NO. 071-600-004

GROSS LENGTH	2450.00 FEET	0.464 MILES
BRIDGES-LENGTH	FEET	MILES
EXCEPTIONS-LENGTH	FEET	MILES
NET LENGTH	2450.00 FEET	0.464 MILES

233RD AVENUE

R VALUE	=	70
PRESENT ADT (2019)	=	300
PROJECTED ADT (2039)	=	460
ESALS	=	119,000
DESIGN SPEED	=	40 MPH
BASED ON:	STOPPING SIGHT DISTANCE	
HEIGHT OF EYE	=	3.5
HEIGHT OF OBJECT	=	2.0

DESIGN SPEED NOT ACHIEVED AT: N/A

FUNCTIONAL CLASSIFICATION: LOCAL
NO. OF TRAFFIC LANES: 2-12
NO. OF PARKING LANES:
SHOULDER WIDTH: 2
STRUCTURAL DESIGN STRENGTH: 10 TON

STATE PROJ. NO. 071-600-005

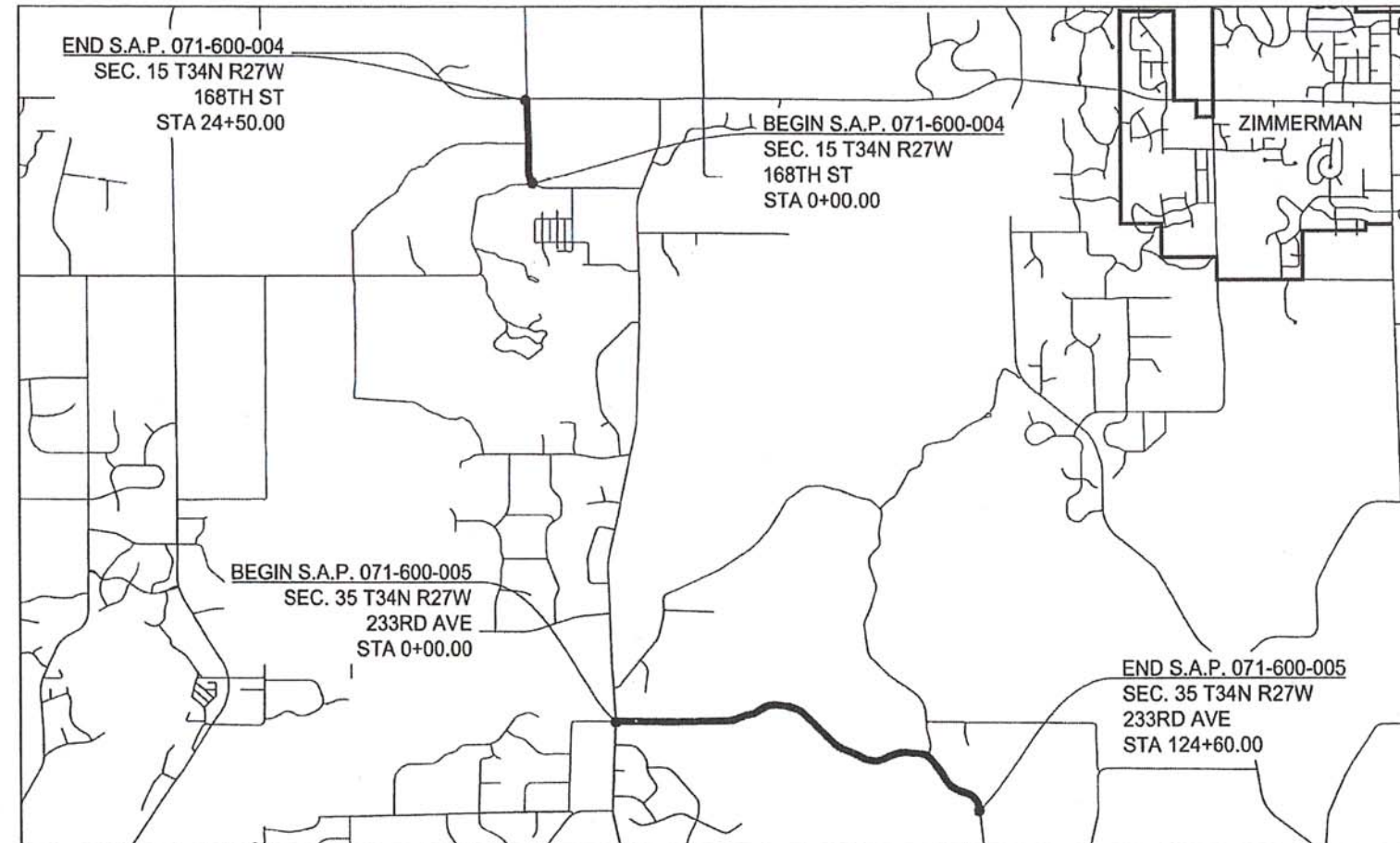
GROSS LENGTH	12460.00 FEET	2.360 MILES
BRIDGES-LENGTH	FEET	MILES
EXCEPTIONS-LENGTH	FEET	MILES
NET LENGTH	12460.00 FEET	2.360 MILES



PROJECT LOCATION
COUNTY: SHERBURNE
DISTRICT: 3

SECT 35, TWP 34 N, RNG 27 W

CONSTRUCTION PLAN FOR BITUMINOUS OVERLAY, CONCRETE CURB & GUTTER, BYPASS AND TURN LANE CONSTRUCTION, TURF ESTABLISHMENT
LOCATED ON 168TH STREET FROM 2,450FT SOUTH OF CSAH 4 TO CSAH 4 (3.5 MILES WEST OF ZIMMERMAN)
233RD AVENUE FROM CSAH 15 TO ORROCK TOWNSHIP LINE (3 MILES SW OF ZIMMERMAN)



PROJECT LOCATION MAP

EXCAVATION NOTICE SYSTEM

A CALL TO GOPHER STATE ONE (651-454-0002) IS REQUIRED A MINIMUM OF 48 HOURS PRIOR TO PERFORMING ANY EXCAVATION.

UTILITY INFORMATION

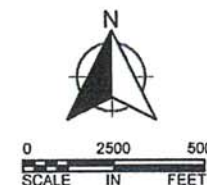
THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF C/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

GOPHER ONE CALL TICKET NUMBER: 183390592

UTILITY COORDINATION MEETING HELD ON: N/A

LEGAL DESCRIPTION

168TH STREET
COMMENCING AT THE INTERSECTION OF CSAH 4 AND 168TH ST IN ORROCK TOWNSHIP, SECTION 15 T34N, R27W THENCE SOUTHERLY ALONG 168TH ST TO THE INTERSECTION OF DNR ROAD, APPROX 2450' FT SOUTH OF CSAH 4
233RD AVE
COMMENCING AT THE INTERSECTION OF CSAH 15 AND 233RD AVE IN ORROCK TOWNSHIP, SECTION 35, T34N, R27W THENCE EASTERLY ALONG 233RD AVE TO THE ORROCK TOWNSHIP LINE SECTION 36, T34N, R27W.



PLAN REVISIONS		
DATE	SHEET NO.	APPROVED BY

DATE: 2/26/2019 LICENSE NUMBER: 23623

WSB PROJ. NO. R-012830-000 SHEET 1 OF 23
S.A.P. 071-600-004
S.A.P. 071-600-005



I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Michael J. Nelson
MICHAEL J. NELSON, PE

State Park Road Account Grant Application

Applicant: Orrock Township, Sherburne County, Minnesota

Project Description: 233rd Avenue NW and 147th Street NE from Sherburne County Road 15 to 147th Street NE ending at the Township line.

This segment of roadway provides access to the South unit of the Sand Dunes State Forest which includes the Bob Dunn Recreation Area, Ann Lake Campground and Day Use Areas, Designated Campsites, Group Campsites, Accessible Campsites, and Campsites. The Sand Dunes State Forest includes 11,040 acres and has horseback riding, mountain biking, snowmobiling, snowshoeing, cross country skiing, hunting, swimming, and panfish fishing as listed activities.

This segment of roadway has been identified in the Orrock Township Pavement Management Report as having an overall condition index or pavement rating of 50-90 which requires a mill and overlay or overlay to meet the desired life expectancy of 60 years. The roadway was originally constructed in 2002 and 2003 and an anticipated overlay would normally occur at year 18 however the higher than anticipated usage and logging activity requires an overlay at year 14 & 15 to provide the needed roadway strength. The project will include a 2" bituminous overlay for the 24' width of the existing pavement and a 2' aggregate shoulder on each side of the road. Due to the high number of turns at the parking lot a turn lane and by-pass lane are proposed to reduce the potential for rear end collisions. In addition to horse trailer parking this parking area is also used as the staging area for much of the logging operations in the State Forest. Clearing of overgrowth is needed along the north side of the roadway to improve access to the trail and improve sight distances at intersections with driveways for safety.

Traffic counts were taken during off peak times in March of 2015 at location 600 feet east of CR 15 and at the Orrock/Big Lake border on 147th Street. The AADT was determined to be 259 and 247 respectively. It is difficult to extrapolate traffic volume during peak seasonal times, but DNR records indicate that a 21.5% increase in the number of campers from 2013 to 2016 has occurred at the horse camp with an overall park revenue increase of 16% from 2014 to 2015 and an increase of 9% from 2015 to 2016. Camper registration and revenue information for the 2017 season was not available at this time. Even though most campers will use the North access on 180th Street NW we feel that a portion of increased campground users will use 233rd Street NW for general exploring of the forest area during their stay. In addition, we feel that general park day usage is up in similar percentages as the campground data.

Orrock Township

Receipt # : 103205*
Date : 12/20/19
Deposit Date/ID : (12/20/2019) -
Received From : Sherburne County
Description : State Parks grant payments - first round

Notes :

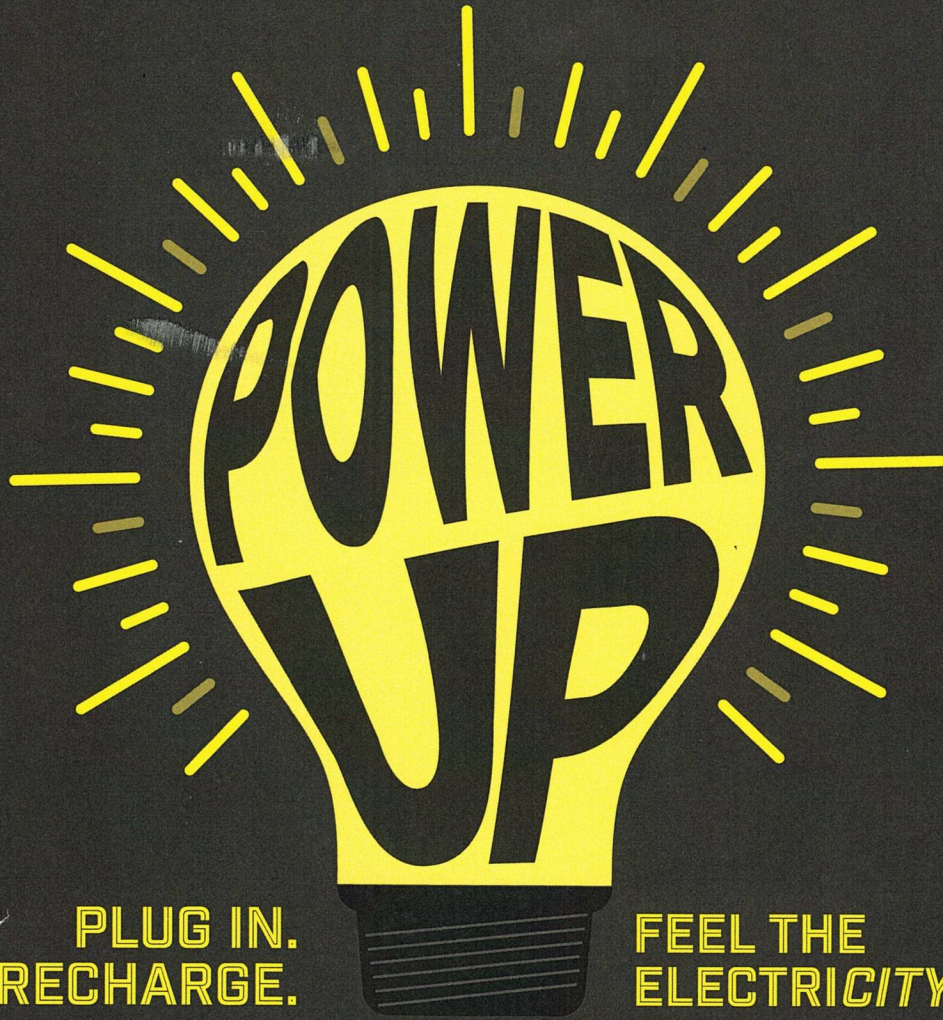
<u>Fund</u>	<u>Account</u>	<u>Program Code</u>	<u>Amount</u>
230:State Parks road project - 168th - 233rd	33166:State parks grant 233rd & 166th		\$513,431.30
Total Amount			\$513,431.30

Authorized By: _____



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Allyson Brunette, founder/owner, Allyson Brunette Consulting

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Orrock Township
26401 180th Street NW
Big Lake MN 55309-8530



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