



Regular Monthly Meeting
Wednesday, August 27, 2025, 7:00PM

The Orrock Township Board met in regular session, on Wednesday, August 27th, 2025 at Orrock Town Hall, 26401 180th Street NW, Big Lake, MN.

In attendance were Chair Anne Felber, Supervisors: Paul Ellinger, Bryan Adams, Dalton Keiderling and Peter Owen, Treasurer Kellie McConville and Clerk Shelley Erickson. Also, in attendance were Sergeant Derek Barret, Township Engineer Kevin Krueger and 21 members of the audience and the Patriot News.

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 Felber called the meeting to order. Before beginning the Pledge of Allegiance, Felber requested a moment of silence for the victims of the shooting in Minneapolis that had occurred that day, acknowledging the families, victims, medical personnel, and law enforcement officers involved. Following the moment of silence, the Pledge of Allegiance was recited.

APPROVAL OF AUGUST MEETING AGENDA

Chair Felber asked for any changes to the August meeting agenda. Hearing none, she requested a motion.

Motion to approve the August meeting agenda was made by Supervisor Owen and seconded by Supervisor Keiderling. All voted in favor, and the motion carried.

APPROVE CONSENT AGENDA

Chair Felber presented the consent agenda, including items A and B (routine claims and payroll). She asked if there were any changes, questions, or items to remove from the consent agenda.

Motion to approve the consent agenda was made by Supervisor Adams and seconded by Supervisor Owen. All voted in favor, and the motion carried.

SHERIFF'S REPORT

In place of Sergeant Alex Dehn, Sergeant Barret reported that in the month of July, there was a property damage motor vehicle accident on County Road 1 just north of County Road 4 where a vehicle was improperly passing another vehicle, causing damage. The driver was identified and cited for improper passing. Additionally, there was a theft at the Sand Dunes food and fuel station where the suspect took two quarts of motor oil without paying. The suspect was identified and cited for misdemeanor theft.

Deputy Access Update

The Seargeant reported that after speaking with Sergeant Dehn and Matt Albert in IT, they determined the best solution would be to provide a lockbox with a key for deputy access to the township building. If someone were to leave employment, the lock would be changed and updated for the current deputy. Chair Felber confirmed the board was comfortable moving forward with this plan, and stated that Clerk Erickson would continue to stay in touch with Sergeant Dehn to facilitate the access.

OPEN FORUM

Chair Felber opened the forum for public comments. No citizens came forward to address the board.

APPROVAL OF MEETING MINUTES

Chair Felber presented the July monthly meeting minutes for approval.

Motion to approve the July monthly meeting minutes was made by Supervisor Ellinger and seconded by Supervisor Adams. All voted in favor, and the motion carried.

REGULAR BUSINESS

Orrock Cemetery Association – Discussion

Laurie Woksan, representing the Orrock Cemetery Board, presented information about the cemetery and its needs. She provided a brief history of the Orrock Cemetery, noting it was established in 1896 on land donated by a member of the Lutheran Church. The cemetery was originally located across the road, and most graves were moved to the current location, though two graves remain at the original site. The Orrock Cemetery Association was formed in 1922 to maintain the cemetery, which is not affiliated with any church and is considered a community cemetery.

Woksan explained that the cemetery board's concerns center around diminishing community involvement and association membership. Their most immediate need is to identify someone willing to be trained as a sexton to mark graves, ensure accurate interments and marker installations, keep burial records, file certificates of disposition, and maintain the master plot map. The current sexton, Larry Woksan, has performed this role for 13 years and is willing to train a replacement.

The cemetery board is also seeking to partner with Orrock Township to be the central repository for all cemetery records, which are currently kept on a personal computer in a private home. Eventually, they would like assistance from the township in fielding calls about records, availability of plots for sale, and other cemetery information.

Woksan emphasized that they do not need help with maintenance or funding, as they have sufficient funds to maintain the cemetery and could offer monetary compensation for a sexton. She noted that the cemetery has about 3 acres of land, averages 7 burials per year, sells approximately 3 plots annually at \$550 each, and has about 82-84 veterans buried there.

Chair Felber thanked Woksan for the presentation and suggested that the cemetery board would need to prepare a proposal for the annual township meeting in March 2026, as any financial commitments would require elector approval. The board agreed to help advertise for a sexton candidate on the township website and social media. Clerk Erickson mentioned she might have someone interested in the position. Woksan agreed to provide a job description and contact information for interested parties.

Ann Lake Beach - Discussion

Steve Mockenhaupt, President of the Ann Lake Improvement Club, discussed the challenges the club faces in maintaining the lake landing. The club currently handles mowing, electricity for the security light, garbage collection, and grading when washouts occur. He expressed concern about increasing costs related to aquatic invasive species management, including curly leaf pond weed treatment (costing \$2,500-2,800 annually), zebra mussels, and purple loosestrife, which has recently appeared around the lake.

Mockenhaupt explained that county grant money that previously funded these efforts is no longer available. He noted that the club is proud of maintaining Ann Lake as one of the best quality lakes in Sherburne County but is reaching a point where they may be unable to continue their maintenance responsibilities as outlined in their 2016 agreement with the township.

The board discussed the situation and mentioned that the township owns the landing property, building, and toilet facilities, while the Ann Lake Improvement Club maintains them. Commissioner Gregg Felber suggested exploring the use of park funds from the county for the landing. Chair Felber mentioned learning about the Initiative Foundation, which offers grants and low-cost loans for community projects, and offered to share this information with the club.

The board requested that the lake club prepare a specific proposal outlining what they want from the township, including any financial needs. Chair Felber emphasized that any financial requests would need to be presented at the annual township meeting in March 2026 for elector approval. The board expressed willingness to continue discussions and work toward a solution that would allow the club to continue its lake maintenance efforts.

Safety Deposit Box – Discuss/Action

Chair Felber introduced a resolution updating the authorization for the treasurer and other town officers to operate the safe deposit box at the Sherburne State Bank. Clerk Erickson explained that currently only two people (Brian Adams and Chris Weber) have authorized access to the box, and that those on the current finance committee should be authorized.

The board voted in favor of giving safe deposit access to the treasurer, clerk, chair and vice-chair which is currently Kellie McConville - treasurer, Shelley Erickson - clerk, Anne Felber - chair and Paul Ellinger – vice chair. An updated resolution to this effect will also be signed.

Motion to adopt the resolution authorizing the treasurer, clerk, chair and vice chair to operate the safe deposit box at Sherburne State Bank was made by Supervisor Adams and seconded by Supervisor Keiderling. All voted in favor, and the motion carried.

Supervisor Ellinger suggested adding this to the annual reorganization meeting agenda, which the board agreed was a good idea.

IT Update – Information

Clerk Erickson reported that all tablets are now working and compatible, with each having its own code. All computers have been updated and are working properly. One more auditing process is needed to ensure no outside devices still have township information. The IT budget currently has \$2,535 remaining.

Erickson mentioned that she continues to receive notifications about updating the township website to a .gov domain. Chair Felber noted that there is conflicting information about this requirement, with Township Attorney MATT stating that townships that don't process absentee ballots don't need to comply. The board agreed to research this further.

Recycle Day Grant Reimbursement – Information

Chair Felber reported that the Recycle Day costs were \$11,647.68, with a grant reimbursement of \$8,000, resulting in a net cost to the township of \$3,657.68. She also announced an upcoming mattress collection event on September 6th from 9:00 AM to 1:00 PM in Becker, which would be posted on the township website.

Legal Fee Increase – TBD

Clerk Erickson informed the board that their attorney's fees would increase by \$10 per hour effective January 1, 2026. The current rate is \$275 per hour and will increase to \$285 per hour. This applies to general legal work, with development work being billed at a different rate that the township rarely uses.

Landscaping Update – Information

Clerk Erickson reported that Franny Gerde had checked the landscaping progress and found everything moving along nicely. Next year, there should be more purple and pink flowers in addition to the yellow ones. Next month, they will remove more noxious weeds, and then nothing more needs to be done until mid to late April, when everything should be cut down.

Variance Request – Discuss/Action

Property owner, Matthew Bischoff, requested a variance for his property at 25368 164 1/2 Street NW. The owner explained he has owned 40 acres on 250th Avenue for 29 years and wants to create a simple plat of three 2.5-acre lots. He needs a variance because there are more than 26 residences on the dead-end street, which is eight-tenths of a mile long. When he purchased his property, there were only six people on the street.

The board discussed the variance request, with Supervisor Adams expressing concern about emergency vehicle access on the long dead-end road. Supervisor Keiderling supported the landowner's rights, noting that the owner has watched the area develop and should have the same opportunity.

The board agreed to support the variance request but noted concerns about the long dead-end road without an emergency exit. They acknowledged that the final decision would be made by the county's Board of Adjustment.

EASEMENTS

Easement on 16376 230th Ave NW – Review Encroachment Agreement/Sign

The board reviewed an encroachment agreement with Shane Ware, a property owner whose building and driveway encroach on a township easement. Ware expressed strong dissatisfaction with the agreement as drafted, particularly objecting to section 2, which would require him to remove his existing structure if the township terminated the agreement.

After discussion, the board agreed to modify the agreement by striking portions of section 2 and section 3, as well as paragraph 9(f), to allow the existing structures to remain while prohibiting any expansion of the encroachment.

Motion to sign the encroachment agreement after being reviewed by the township attorney with the changes as noted (removing in section 2 everything from "notwithstanding" up to the last sentence, striking all of paragraph 3, and striking paragraph 9(f)) was made by Chair Felber and seconded by Supervisor Keiderling. All voted in favor, and the motion carried.

Easement for Drainage Use on 233rd Ave NW - Update

Kevin Krueger, Township engineer, presented quotes for drainage work on 233rd Avenue NW. Daryl Waltetsko's quote came in at \$43,940.60, and TS Dirt Works quoted \$61,905. He explained that this would address drainage issues but not be considered a permanent fix.

The board discussed concerns about whether the township has rights to use the area for drainage, as the plat dedicates "streets and avenues, parks and beaches" to property owners rather than the township. There was also debate about whether the drainage problem was caused by a berm a property owner had constructed, redirecting water flow.

Motion to hold off on making a decision about the drainage project until speaking with the township attorney about rights to the drainage area, and to include in that inquiry any similar plats in the township with the same type of dedication language, was made by Chair Felber and seconded by Supervisor Ellinger. All voted in favor, and the motion carried.

Eagle Lake Boat Landing

Adam Kretch, property owner near the Eagle Lake boat landing explained that he was trying to resolve issues with his property that had arisen due to how the DNR boat landing was historically established on private property. He asked if the township would consider giving up a portion of an easement that wraps around his property in a horseshoe shape, which would help him potentially build a small house on his property.

Commissioner Gregg Felber explained that this situation resulted from an old plat where the DNR had been operating a landing on private property for about 60 years. The county is now working to purchase the quarter-acre triangle of land that extends into the DNR property.

Brenda Kimberly-Maas, Big Lake Township clerk, suggested more research should be done as according to an old document of county road 5, it is possible this easement may have already been vacated.

Township Engineer Kevin Krueger suggested that if the property owner could secure a private easement from himself (as he owns both adjacent properties), the township might consider vacating their easement. The board expressed willingness to work with the property owner once he has completed his survey and established the private easement.

Lake Easement - Discussion

Supervisor Keiderling explained that multiple lakefront property owners have been asking about vacating township easements that provide access to lakes, particularly on Eagle Lake. At the same time, residents who don't live on the lake have been asking if they can use these easements to access the lake for activities like launching canoes.

The board discussed whether to maintain, vacate, or officially designate these easements as public access points. Referencing a recent township experience where they had vacated an easement only to later need it for drainage, the board unanimously agreed they had no appetite to vacate any lake easements.

Regarding maintenance, the board agreed that the township would not maintain these easements but that adjacent property owners could choose to mow or maintain them if they wished, similar to how homeowners maintain ditches in front of their properties. The board also agreed that these are public

easements and property owners cannot prevent the public from using them to access the lakes, nor can they place obstructions like walls, cars, trailers, or fences to impede access.

ROADS

Unmaintained Road at 25368 164 1/2 St NW

The board discussed a situation of a township road that functions as a driveway for the property belonging to James & Susan Gerard. The road is not formally maintained by the township, but the Gerards must maintain it as gravel and cannot pave it.

Township Engineer Kevin Krueger suggested that rather than going through the formal process of abandoning the road, which could cost thousands in survey and legal fees, the township could enter into an encroachment agreement allowing the Gerards to pave and maintain the road while the township retains ownership.

Motion to enter into an encroachment agreement for the entire area of James & Susan Gerard, with the landowner providing a \$1,000 deposit for legal costs, was made by Chair Felber and seconded by Supervisor Adams. All voted in favor, and the motion carried.

Trailer on 26295 – 150th St NW

Supervisor Owen reported a complaint about a trailer parked on the right-of-way at 26295 150th Street NW. The road in this area is narrow, forcing vehicles to go single file around the trailer, and a school bus stop is located near the corner. Despite a previous 30-day notice to move the trailer, it remains in place with grass growing around it.

Motion to send a letter to the property owner citing violation of the right-of-way ordinance and giving them 30 days to remove the trailer was made by Supervisor Owen and seconded by Chair Felber. All voted in favor, and the motion carried.

Roads & Signs Report

Supervisor Owen reported two issues on 243rd Avenue. First, there is a large hole where the shoulder is giving way due to heavy rain. Second, there is a significant crack in the same area. After discussion about the potential cost of repairs and whether the road might be scheduled for future widening, the board authorized Owen to proceed with repairs.

Motion to authorize up to \$15,000 for road repairs on 243rd Avenue and Road Authority to contact Becker Township was made by Supervisor Adams and seconded by Supervisor Owen. All voted in favor, and the motion carried.

Adams also reported an issue on 245th Avenue where a group of homeowners' driveway is washing down onto the road. The board directed Clerk Erickson to research whether the township has an ordinance that would allow them to require the property owners to fix the issue.

2025 Overlay Update

It was reported that the 2025 overlay project would start the following week.

BOARD BUSINESS/UPDATES – COMMITTEE REPORTS

Due to the late hour, most board members declined to give updates. Supervisor Keiderling mentioned he had accepted an invitation to serve on the steering committee for county zoning, which includes reviewing laws and setbacks.

Chair Felber reported that with the new open meeting law, she had asked Clerk Erickson to modify their postings to state that "one or more members may attend this meeting remotely" on all notices, eliminating the need for separate notices when board members attend remotely. She also mentioned she would likely be attending next month's meeting remotely due to a conference.

Felber informed the board that she had attended a housing summit for the comprehensive needs analysis of Sherburne County, which she found very productive. She also mentioned a homeowner rehabilitation loan program effective July 22, 2025, for people needing assistance with home repairs, which would be posted on the township website.

TREASURER BUSINESS

Cash Control Statement and Investment Update - Approve

The Treasurer presented the cash control statement showing checking balances, the road fund, and CD information, which had been balanced against the CTAS system. She requested approval to transfer \$12,102.84 from checking to the money market account to maintain the checking balance at \$75,000.

Motion to approve the transfer of \$12,102.84 from checking to the money market account was made by Supervisor Ellinger and seconded by Supervisor Owen. All voted in favor, and the motion carried.

Treasurer's Report - Approve

The Treasurer presented the report showing current balances and fund allocations.

Motion to approve the Treasurer's Report was made by Supervisor Keiderling and seconded by Supervisor Owen. All voted in favor, and the motion carried.

Report of July Sherburne State Bank Securities Pledge Validation – Review

The Treasurer reviewed the pledge agreement showing current checking, debit, and money market accounts, along with the CD. She confirmed that the difference over the \$250,000 FDIC insurance limit is now being covered by the bank's pledge.

Additional Claims - Approve

The Treasurer reported no additional claims at this time but noted she is working on a review dating back to January, which she hopes to present at the next meeting.

ANNOUNCEMENTS

Chair Felber announced the next board meeting would be held on Wednesday, September 24th at 7:00 PM and reminded everyone about the mattress collection event on September 6th.

ADJOURNMENT

Motion to adjourn was made by Chair Felber and seconded by Supervisor Owen. The motion carried, and the meeting was adjourned.

The August meeting was adjourned at 9:53PM.

Respectfully Submitted,
Shelley Erickson
Orrock Township Clerk

Accepted this **24th day of September, 2025**, by the Orrock Township Board of Supervisors.

Anne Felber, Chairperson

Attest: _____
Town Clerk