



Regular Meeting
Wednesday October 23, 2024 - 7:00PM

The Orrock Township Board met in regular session, on Wednesday October 23, 2024 at 7PM at the Orrock Town Hall, 26401 – 180th St. NW, Big Lake, Minnesota.

In attendance were Chair Bryan Adams, Supervisors: Paul Ellinger, Anne Felber, Gary Goldsmith and Bob Hassett, Treasurer Arnold, Clerk Weber and Deputy Clerk Erickson. Also, in attendance were: Sergeant Derek Barett, Kevin Kruger – Town Engineer, Darryl Waletzko – Town Contractor, Gina Hugo – Sherburne County Parks Director, Bill Peterson – Sherburne County Refuge Project Manager and 21 audience members.

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

Meeting Agenda Approval

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

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

Approval of Consent Agenda

Treasurer's Consent Items

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

A. Routine Claims

The amount of October routine claims was \$20,391.30.

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

B. Supplemental Claim

The amount of October supplemental claims was \$194.85.

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

C. Report of September Disbursement Not Paid Through the Claims Process

Treasurer Arnold had sent the board a memo and documentation regarding one transaction that occurred in September for the electronic filing of the Town's federal tax return. This disbursement occurred after the approval of September routine claims and did not go through routine claims. The total amount of this disbursement was \$10.50.

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

D. Regular Payroll Claims – October 2024

The October regular payroll claims were in the amount of \$2,815.33.

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

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

Regular Meeting Agenda

Sheriff's Report

Sergeant Derek Barrett reported that there were 51 traffic stops in Orrock Township in September of 2024, compared to 63 traffic stops in September of 2023. There were 159 total calls for service in September of 2024 and 176 total calls for service in September of 2023.

Tools were stolen from a shed on a property at the 23500 block of 183rd Street NW. This is still an active investigation. There was a theft of camping equipment from an unattended campsite in the South Sand Dunes. The department has received several shooting complaints. They typically receive these kind of complaints during hunting season.

Open Forum

Clint Peterson, 24325 169th Street NW lives across from Bahr's Haunted Acres. Peterson would like the township to pass an ordinance prohibiting such events in the township.

Brent Bahr, 24324 169th Street NW, presented a petition from people that reside on each side of his property. He feels that he has complied with all county requirements in order to obtain the Interim Use Permit. Bahr was told that the issuance of this permit is in the county's hands.

Dalton Keiderling, 23250 182nd Street NW had trees cut down by 182nd Street. These trees were cut by the power company. He asked if the power company was going to pick up these trees.

Zach Kurth, 17454 253rd Avenue NW addressed the board regarding the resurfacing of 253rd Ave NW and stated that he felt that the road should be maintained. He also told that board that on Saturday, October 19th there were 106 vehicles that traveled the road and on Sunday, October 20th there were 137 vehicles that traveled the road.

Approval of Meeting Minutes

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

Regular Business

Through Refuge Bike Trail - Information

Gina Hugo, Sherburne County Parks Director and Bill Peterson, Sherburne County Refuge Project Manager, were at the meeting to discuss a proposed Through Refuge Bike Trail. Hugo told the board that Sherburne County Public Works/Parks and the Sherburne National Wildlife Refuge are in the early stages of exploring opportunities to create a "through Refuge" bike trail that would connect Orrock to the Oak Savanna Learning Center. A preliminary map of the proposed route was presented to the board. Of the route options that they have considered, the most promising would start with a trailhead on the north end of the cul-de-sac on 180th Street. They are interested in working closely with the Township and the Church to determine if this route could be beneficial to all the organizations and how we could best achieve that. The area could have dedicated parking beyond what is there now, depending on the amount of traffic that accesses from the cul-de-sac on 180th Street. Some board members stated that the use of the town hall parking lot might be a viable option for overflow parking.

Two challenges of the project would be the disturbance of wetlands or cultural sites. In planning the route, they will try to use as many existing roads as possible. The trail would be open year-round.

Gina Hugo stated that she and Bill Peterson are available to take questions and comments from the board and/or the public regarding the project.

Request for Interim Use Permit (IUP) for Home Business in an Accessory Building on PID #35-00034-2404 – Piltz

Travis Piltz is requesting an IUP (Interim Use Permit) for a home business in an accessory building. Mr. Piltz attended the meeting to answer any questions that the board had. The Piltz's design and engineer 10-meter two-way radios, which are manufactured offsite and they sell the radios to distributors. They offer phone-based customer service and are not open to the public.

The board recommended approval of the Piltz's' Request for IUP for a Home Business in an Accessory Building provided all county requirements are met. Clerk Weber will send the board comments to the county.

Dredging of Drainage Pond on West Side of Eagle Lake / Resident Susan Rivers Concern

At the September board meeting, the board authorized the dredging of the drainage pond at 188th St. NW and 232nd Ave NW (West side of Eagle Lake). This drainage pond has been utilized by the township for many years to provide for drainage at that area to prevent sediment from entering the lake. The sediment has been periodically dredged as it collects in the pond.

In 2016, at the request of Susan Rivers to have the right-of-way dredged, the board did research on the dredging of this right-of-way. In the meeting minutes from July 16, 2016, Mike Nielsen determined that the town only needs a permit if the pond is to be enlarged or modified in any way and that cleaning of the pond would be placed on an annual maintenance schedule. The pond was last dredged in 2022. The pond was not enlarged or modified.

Kevin Kruger told the board that they run into issue this quite frequently. In Sherburne County you are allowed to remove the sediment in such ponds without a permit and that sometimes the county will ask for additional information.

Chair Adams stated that Darryl Waletzko did dredge beyond the sediment areas.

Susan Rivers, 18810 232nd Ave NW, addressed the board regarding her concern with the dredging of the storm drainage pond at 188th Street NW and 232nd Ave NW. Her concern is that the dredging has caused trees to fall, that wild grasses have been dug up and that the frog habitat has been disturbed. Rivers also stated that that area has been declared wetlands and she thought that it was a protected area. Darryl Waletzko stated that he dug the pond the same depth that he had done in 2022. The Rivers are concerned about losing trees on their property.

On Wednesday, October 16th, Chair Adams and Clerk Weber met onsite with Matt Danzl, The Sherburne County Water Resource Planner. They are waiting for more information from him.

Supervisor Goldsmith would like to see the original plat with the dedication language on it.

The board agreed that they should have notified the Rivers prior to dredging the pond.

Pine Crest Estates West One-Year Agreement to Snowplow Roads

Clerk Weber presented a One-Year Agreement to Snowplow Roads in the Pine Crest Estates West development for board consideration. The roads in the development have not yet been accepted by the township. Kevin Kruger told the board that he inspected the right-of-way prior to the meeting on 10/23/2024. The developers have re-seeded the inside slopes, the outside slopes do not yet have enough vegetation cover. Kruger stated that whether or not the board accepts the roadways is up to the board. Kruger is comfortable with the board accepting the roads with the coverage that is on the inside slopes. The board is not comfortable with accepting the roads at this time. Supervisor Felber did not think that the township should plow the roads for the developer. Supervisor Ellinger replied that this is not a change from what has been done in other developments prior to accepting the roads. Supervisor Goldsmith stated that he would be sympathetic to the position of not plowing the roads at the township's cost as the developers have not completed the right-of-way, but he does not feel that it would be a large cost to the township. The board agreed that this would be the last year that they will enter into this snowplow agreement and that the developer needs to complete the seeding of the right-of-way. The board directed the engineer and clerk to work with the developer to resolve the issue.

Motion/Second to enter into the Pine Crest Estates West One-Year Agreement to Snowplow Roads by: Goldsmith/Ellinger. In favor: Ellinger, Goldsmith and Hassett. Opposed: Felber. Abstained: Adams. Motion Prevailed.

Call for Joint City, County, School and Township Meeting – Thursday, January 16th at 6PM in the Big Lake City Council Chambers

Clerk Weber requested that the board call for the Joint Community Meeting on Thursday, January 16, 2025 at 6PM at the City of Big Lake Council Chambers.

Motion/Second calling for the Joint Community Meeting on Thursday, January 16, 2025 to be held at the City of Big Lake Council Chambers at 6:00 PM by: Ellinger/Goldsmith. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Agreements Review

Livonia Township Road Maintenance Agreement

Becker Township Snowplowing Maintenance Agreement

The board performed their bi-annual review of the Livonia Township Road Maintenance Agreement and the Becker Township Snowplowing Maintenance Agreement. No board action was needed or taken.

2025 Preliminary Net Tax Capacity and Market Value Rates from Sherburne County

Clerk Weber presented the 2025 proposed net tax capacity for Orrock Township. The 2025 proposed net tax capacity is \$6,406,496 which is an 0.09% increase over the 2024 net tax capacity of \$6,347,753. Countywide, there is an 0.43% decrease in Net Tax Capacity and a 0.23% increase in total county Taxable Market Value. These values may drop slightly by next spring when final values are certified, due to abatements, property tax forfeitures, late homesteads and clerical corrections. It was noted that the township is nearing the end of large increases in net tax capacity and will need to be aware of this when planning future levies.

Representative to Planning Advisory Commission

Near the end of a Planning Advisory Board Member's three-year term the county asks the Township to make a recommendation to the County Board as to whether they would like that member(s) to continue as their representative and be re-appointed, or if a recommendation for a new member(s) will be made. The county is requesting that they receive the recommendation for the representative to the planning advisory commission to the Zoning Office by November 18, 2024. The County Board will consider the board's recommendations and approve the new appointments to the Planning Advisory Board at a December 3, 2024 meeting. The current Orrock Township planning advisory board member is Bryan Adams. If the position is not appointed by November 18th and is deferred until the January re-organizational meeting, the position will be vacant until March.

Motion/Second to table the appointment until the re-organizational meeting by: Felber/Goldsmith. In favor: Felber. Opposed: Adams, Ellinger, Goldsmith and Hassett. Abstained: None. Motion Prevailed.

Motion/Second to appoint Bryan Adams to the Planning Advisory Commission by: Ellinger/Hassett. In favor: Adams, Ellinger. Opposed: Felber and Goldsmith and Hassett. Abstained: None. Motion Prevailed.

No action was taken. This will be brought up at a future meeting.

Elections Update

Clerk Weber asked the board to set the Local Board of Canvass Meeting to be held on Wednesday, November 13th at 6PM at the Orrock Town Hall.

Motion/Second to set the Local Board of Canvass Meeting to be held on Wednesday, November 13th at 6PM at the Orrock Town Hall by: Felber/Goldsmith. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

The Public Accuracy testing is scheduled for Tuesday, October 29th at 9AM. Clerk Weber reported that she will have 10 election judges working the polls at all times throughout the day on November 5th.

Roads

2025 Road Improvements Reconstruction Project

Kevin Kruger and Bryan Adams had discussed the timing of notification to residents that would be affected by the 2025 road construction project on the West side of Eagle Lake. Because many of those residents are "snowbirds", it would not be practical to conduct an informational meeting on the road reconstruction until spring of 2025. Kevin Kruger would have the preliminary plans completed to present at the informational meeting. Bids for the project could go out for construction in either the fall of 2025 or spring of 2026, depending on the bidding environment. This would also allow more time to bring new board members up to speed on the project. Supervisor Felber suggested conducting a "hybrid" informational meeting in January. Kruger would promote a June meeting in order to have the project meeting on site as the meeting would be more productive. In projects such as this, Kevin usually holds one meeting onsite and he then gives his contact information to the residents so that they can reach out to him with concerns. Kruger would then schedule a follow-up meeting if needed. Supervisor Ellinger stated that his concern is tearing up the road for 6-8 weeks during prime-time use of the roads and that the informational meeting needs to be held when the residents are back in the spring. Ellinger would prefer that the construction be completed outside of the summer timeframe. Supervisor Ellinger would like to see the addition of adding the improvement of the gravel road that is on the corner of 234th and 188th. Supervisor Felber stated that the board should avoid doing construction during the school bus season.

Pavement Management Plan Review

Chair Adams stated that he believed there was misleading information distributed within the township regarding the upcoming 2025 road projects and held up a flyer that was mailed out by two candidates running for township office. Supervisor Felber warned him that he may be Campaigning from the Dais. Adams also stated that he wanted to share information from the supplemental pavement management plan so that the board and residents understand the planning of the road budget and projects.

The Supplemental Pavement Management plan estimated that an annual road improvement budget of approximately \$1,050,000 will be required over the next 20 years. This estimate includes a 3% inflation rate per year.

Culverts, Speed Limit Signs and Weight Limits Maps

Chair Adams shared the Culverts, Speed Limit Signs and Weight Limits maps with the board.

Supervisor Updates / Committee Reports

Supervisor Adams – None

Supervisor Ellinger – SCAT meeting

Supervisor Felber – Commissioner's Dinner, County Board Meeting and Workshop, Central MN Jobs and Training Open House, SCAT meeting, Rivers of Hope Domestic Violence Golf Tournament, fielded various citizens questions and phone calls

Supervisor Goldsmith – None

Supervisor Hassett – they sold their hobby farm. Supervisor Hassett submitted his resignation effective at the end of the October 23rd board meeting.

Motion/Second to accept Supervisor Hassett's resignation effective at the end of the October 23rd board meeting by Felber/Goldsmith. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Treasurer's Business

Cash Control Statement

Treasurer Arnold presented the Board with the Cash Control statement. Ending cash balance after reconciling the books with the bank statements: \$1,525,291.27. This amount included 4M fund balance.

Motion/Second to accept the September Cash Control Statement by: Goldsmith/Ellinger. In favor: Adams, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

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

Investment Update

As of September 30, 2024 the Sherburne State Bank Checking was earning 1.09%, the Sherburne State Bank Debit Card Checking earned 1.08%, the money market account was earning 5.06%, the CD was earning 4.185%, and the 4M fund was earning 5.063%.

Treasurer's Report

Town Funds balances as of September 30, 2024:

General Fund:	\$ 227,715.39	Road & Bridge:	\$ 939,669.07
Fire:	\$ 70,850.97	Capital Reserve:	\$ 178,726.79
Driveway Escrows:	\$ 21,000.00	Pine Crest Estates Escrow:	\$ 1,860.06
SOEL Escrow:	\$ 24,394.91		

All remaining escrows are unchanged.

Motion/Second to accept the Treasurer's Report date ending 09/30/2024 by: Felber/Hassett. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

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

Report of September Sherburne State Bank Securities Pledge Validation

Treasurer Arnold presented the Report of September Sherburne State Bank Securities Pledge Validation to the board. The required pledge amount was \$977,063.80. The securities pledge amount was \$ 1,591,602.96 which was \$614,539.16 over the required pledge amount.

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

Transfer of Funds from the Money Market Account to the Checking Account

Supervisor Arnold asked the board to authorize the transfer of \$20,000 from the Money Market account to the Checking Account.

Motion/Second to authorize the treasurer to transfer \$20,000 from the Money Market account to the Checking Account by: Ellinger/Goldsmith. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Supervisor Arnold informed the board that the two checks that were issued last month to Connexus Energy were lost in the mail. Treasurer Arnold will be issuing a stop payment on those checks and has re-issued payment.

Motion/Second to not stop payment on the check by: Goldsmith/Adams. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Motion Prevailed.

Announcements

Clerk Weber Announced:

- November Board Meeting – Wednesday, November 20th @ 7PM
- Public Accuracy Test – Tuesday, October 29th @ 9AM – Sherburne County Government Center – Maple Room
- November General Election – Tuesday, November 5th from 7AM to 8PM. Early voting began on September 20th.
- Board of Canvass – Wednesday, November 13th @ 6PM.
- MAT Training Sessions – Year-End Processes – Various Dates. Recommend that the Deputy Clerk registers and attends.

Adjournment

Motion/Second to adjourn the regular meeting by: Felber/Hassett. In favor: Adams, Ellinger, Felber, Goldsmith and Hassett. Opposed: None. Abstained: None. Absent: None. Motion Passed, adjourning the Regular Monthly Meeting, on Wednesday October 23, 2024, at 8:43PM.

Respectfully Submitted,
Chris Weber
Town of Orrock, Clerk

Accepted this **20th** day of November 2024 by the Orrock Township Board of Supervisors.

Bryan Adams, Chair

Attest: _____
Chris Weber, Town Clerk