

**TOWN OF ORROCK**  
REGULAR MONTHLY Meeting  
Wednesday, June 24, 2026 7:00PM

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

2. **APPROVAL OF JUNE 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 – June 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**

May Monthly Meeting

7. **REGULAR BUSINESS**

- A. State Demographer 2025 Population and Building Estimates – Information
- B. Resolution 2026-6 A Resolution Appointing Election Judges for 2026 Primary Election – Discuss/Action
- C. ADA Compliance – Discuss/TBD
- D. Ann Lake Update – Discussion
- E. Sand Dunes Horse Signs – Discuss/Action

***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 the official minutes and on occasion uploaded to the Township website.***

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REGULAR MONTHLY Meeting  
Wednesday, June 24, 2026 7:00PM

**8. PLANNING & ZONING**

- A. Heidi Warnke Rezone Request - PIDs 35-00408-0205 & 35-00015-3110 - Discussion

**9. ROADS & SIGNS**

- A. 233<sup>rd</sup> Ave. Update - Discussion
- B. West Eagle Improvement Update - Discussion
- C. Pothole Patching – Discussion/Action
- D. Compost Facility Issue – Discussion/Action

**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 April Sherburne State Bank Securities Pledge Validation – Review

**12. ANNOUNCEMENTS**

- A. July Board Meeting – Wednesday, July 22<sup>nd</sup> @ 7PM
- B. Candidate Filing Dates – Tuesday July 14<sup>th</sup> through Tuesday July 28<sup>th</sup> at 6PM
- C. Primary Election – Tuesday, August 11<sup>th</sup>

**13. ADJOURNMENT**

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

**CAD Summary Report - ORROCK TOWNSHIP MAY 2026**

Sherburne County Sheriff

	05/26	Total
9009 STOP ARM VIOLATION	1	1
90600 THEFT	1	1
90900 ASSAULT	1	1
91600 DISTURBING THE PEACE	2	2
91650 HARASSMENT	3	3
92700 TRESPASS	1	1
92750 FRAUD COMPLAINT	1	1
9302 ANIMAL LOST	4	4
9313 PROPERTY FOUND	2	2
9440 ACCIDENT-MV-PROPERTY DAM	1	1
9462 ACCIDENT-VEHICLE VS ANIMA	2	2
9560 ANIMAL COMPLAINT	1	1
9561 CONSERVATION	3	3
9562 DOG COMPLAINT	1	1
9563 DOG BITE	1	1
9611 GAS LEAK/SMELL	1	1
9720 DEATH	1	1
9730 MEDICAL	13	13
9740 MENTAL CASE	1	1
9800 MISCELLANEOUS PUBLIC	1	1
9801 DOMESTIC	2	2
9802 PUBLIC ASSIST	2	2
9803 AGENCY ASSIST	2	2
9804 ALARM-SECURITY	1	1
9805 CIVIL COMPLAINT	7	7
9807 TRAFFIC STOP	61	61
9808 TRAFFIC COMPLAINT	1	1
9810 GARBAGE/LITTERING	1	1
9811 SUSPICIOUS PERSON	1	1
9813 JUVENILE COMPLAINT	2	2
9817 SECURITY CHECK	23	23
9818 EXTRA PATROL	27	27
9823 CHECK THE WELFARE	10	10
9824 BURNING COMPLAINT	1	1
9826 ATV COMPLAINT	3	3
9850 PAPER SERVICE	2	2
9853 SUSPICIOUS ACTIVITY	7	7
9863 HAZARDOUS ROAD CONDITIONS	1	1
9900 MISCELLANEOUS OFFICER	5	5
9937 911 HANG UP	1	1
DP	2	2
Followup	1	1
Park Patrol	3	3
Public lift assist	3	3
<b>Total</b>	<b>211</b>	<b>211</b>



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 13880 Business Center Dr  
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**CAD Summary Report - ORROCK TOWNSHIP MAY 2025**

Sherburne County Sheriff

	05/25	Total
91450 DWI	1	1
91600 DISTURBING THE PEACE	2	2
91650 HARASSMENT	3	3
91800 PROPERTY DAMAGE	1	1
92000 CRIMINAL SEXUAL CONDUCT	1	1
92750 FRAUD COMPLAINT	1	1
9301 LOST PERSON	1	1
9302 ANIMAL LOST	1	1
9304 MISSING PERSON	1	1
9462 ACCIDENT-VEHICLE VS ANIMA	1	1
9560 ANIMAL COMPLAINT	1	1
9561 CONSERVATION	1	1
9562 DOG COMPLAINT	2	2
9563 DOG BITE	1	1
9600 FIRE-OTHER	1	1
9730 MEDICAL	7	7
9800 MISCELLANEOUS PUBLIC	1	1
9802 PUBLIC ASSIST	5	5
9803 AGENCY ASSIST	2	2
9804 ALARM-SECURITY	4	4
9805 CIVIL COMPLAINT	4	4
9807 TRAFFIC STOP	57	57
9808 TRAFFIC COMPLAINT	4	4
9812 SUSPICIOUS VEHICLE	3	3
9813 JUVENILE COMPLAINT	1	1
9817 SECURITY CHECK	4	4
9818 EXTRA PATROL	9	9
9823 CHECK THE WELFARE	5	5
9824 BURNING COMPLAINT	1	1
9826 ATV COMPLAINT	1	1
9827 SHOOTING COMPLAINT	1	1
9829 FIREWORKS COMPLAINT	1	1
9834 PARKING COMPLAINT	2	2
9850 PAPER SERVICE	7	7
9853 SUSPICIOUS ACTIVITY	3	3
9900 MISCELLANEOUS OFFICER	9	9
9904 WARRANT ARREST	1	1
9915 PICK UP ORDERS	1	1
9937 911 HANG UP	2	2
COV	1	1
M5350 JUVENILE RUNAWAY	4	4
Park Patrol	3	3
<b>Total</b>	<b>162</b>	<b>162</b>



Regular Board Meeting  
May 27, 2026, 7:00PM

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The Orrock Township Board met in regular session, on Wednesday, May 27, 2026 at Orrock Town Hall, 26401 180<sup>th</sup> Street NW, Big Lake, MN.

In attendance were Chair Anne Felber, Supervisors: Bryan Adams, Dalton Keiderling and Peter Owen, Treasurer Kellie McConville and Clerk Shelley Erickson. Also, in attendance were Sergeant Alex Dehn, Darryl Waletzko and 7 members of the audience. Supervisor Ellinger was not in attendance.

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. Those present were invited to stand and recite the Pledge of Allegiance.

#### **Approval of May Meeting Agenda**

Chair Felber requested one addition to the agenda: the late-received Data Success bid for a new clerk's computer, to be added as Item 7F under Regular Business. With that amendment noted, the Board moved to approve the agenda.

*Motion to approve the amended May meeting agenda was made by Supervisor Keiderling and seconded by Supervisor Owen. The motion carried.*

#### **Approve Consent Agenda**

The Treasurer's Reports, including Routine Claims (A), Payroll for May 2026 (B), and Disbursements Made Not Via Claims (C), were presented as a bulk consent agenda.

*Motion to approve the Consent Agenda was made by Supervisor Adams and seconded by Supervisor Owen. The motion carried.*

## **Sheriff's Report**

Sergeant Alex Dehn presented the April activity report, noting that April of this year was considerably busier than the same period last year, with 132 calls created from the Sheriff's Office countywide. The following notable incidents occurred within the Township:

A theft report involved the siphoning of approximately 10 gallons of gas from a vehicle in the 2300 block of 166th Street NW. DNA was collected and there are suspects believed to be connected to the incident.

A DWI arrest resulted from a proactive deputy checking on a suspicious vehicle overnight near the Ann Lake Campground area. The subject was found to have a controlled substance DWI, was carrying a pistol without a permit while under the influence and had an outstanding warrant.

Two grass fire reports were noted: one believed to have been set by a homeowner and handled with DNR involvement; another of unknown cause, extinguished by the fire department. Sergeant Dehn noted that extreme wind and a dry spring had made grass fires common throughout the county.

One death investigation occurred, which was ruled self-inflicted suicide with the assistance of the Medical Examiner's Office.

Several suspicious vehicle reports were noted, primarily involving vehicles parked in unusual locations checked on during overnight hours.

In response to a question from the Board regarding the current burning ban status, Sergeant Dehn indicated he was uncertain whether the recent rainfall had resulted in the red flag restrictions being lifted, and directed the Board to the DNR website, which maintains a current, daily updated map of burning regulations by area.

## **Open Forum**

The Chair called for public comments three times. No members of the public came forward. Open Forum was closed.

## **Approval of Meeting Minutes**

The minutes of the April Monthly Meeting were presented. No changes or additions were proposed.

Motion to approve the April Monthly Meeting minutes was made by Supervisor Keiderling and seconded by Supervisor Owen. The motion carried.

## **Regular Business**

### **Tobacco & Liquor License Renewals – Discuss/Action**

Four license renewals were presented for Board consideration: M & A Liquor Sales, DBA Sand Dunes Spirits; Sand Dunes Food and Fuel, LLC; and Getaway Bar, LLC. Board members noted no concerns with any of the renewals and agreed to act on all three in a single motion.

Motion to approve all four Tobacco and Liquor License renewals for M & A Liquor Sales DBA Sand Dunes Spirits, Sand Dunes Food and Fuel LLC, and Getaway Bar LLC, was made by Supervisor Adams and seconded by Supervisor Keiderling. The motion carried.

### **Recycle Day Recap – Information**

The Clerk presented a recap prepared by Brenda Kimberly-Maas of Big Lake Township, noting that an updated report had been received the prior day and was reflected on the screen. The Clerk reported that, according to Brenda's email, the event went very well, with a participation percentage of 101%. It was noted that Orrock had a late attendee who brought materials in after the initial count, accounting for a slight difference in figures compared to prior reports. The Board was advised that final financial reimbursement figures would be forthcoming in the coming months, as is typical. No action was required; this item was for information only.

### **Sherburne Co. Notice of Candidate Filings – Information**

The Clerk shared information received from Sherburne County regarding candidate filing periods. County-level filings were noted to close on June 2nd. Township candidate filings were indicated to open in July from the 14<sup>th</sup> to the 28<sup>th</sup>. This item was for information only; no action was required.

### **Ann Lake Shed Insurance – Approve**

The Clerk reported that, per the Board's prior request, she had obtained a cost estimate to add insurance coverage for the Ann Lake Shed. The total cost came to \$101.00, consisting of the base premium of \$87.00 plus a \$14.00 service fee applied due to the mid-policy addition. Board members confirmed this was not solely liability coverage but would also cover physical rebuilding in the event of a loss. The vote was 3 ayes and 1 no made by Supervisor Adams.

*Motion to approve payment of \$101.00 to add insurance coverage for the Ann Lake Shed was made by Supervisor Owen and seconded by Supervisor Felber. The motion carried 3–1.*

### **Native Habitat Update – Information**

The Clerk reported that Franny Gerde from the SWCD had visited the grounds and found everything to be in good shape and already coming up for the season. Franny requested that the dead black-eyed Susan stocks be cut, leaving about a six-inch stalk, which had been done. Franny is expected to return in a couple of weeks to assess progress and remove any noxious weeds, noting there are fewer this year than last. This item was for information only.

### **Data Success Bid – New Clerk's Computer**

This item was added to the agenda at the start of the meeting. The Chair explained that a bid from Data Success had been received the previous day for a replacement computer for the Clerk. The proposed purchase includes a Dell Pro computer, installation, labor, and all associated components. The Board noted the current computer is approximately seven years old and that technical issues had been experienced. No concerns were raised, and the Board moved to approve the purchase.

*Motion to approve the purchase of the Data Success Dell Pro computer replacement package for the Clerk was made by Supervisor Keiderling and seconded by Supervisor Adams. The motion carried.*

## **Planning & Zoning**

### **Vet Ordinance – Discussion**

Chair Felber noted that the Vet Ordinance had already gone through the Planning and Zoning process and is now proceeding to the Sherburne County Board of Commissioners, with a scheduled hearing on June 16th. Supervisor Keiderling provided a recap: the ordinance passed Planning and Zoning 4 to 3. The three dissenting members did not oppose having a vet ordinance, but had differing views on specific provisions, including screening requirements and the question of whether the threshold of 5 or 10 animals was appropriate. The Board determined that further discussion at the Township level was not needed at this time.

### **Bahr Haunted Acres Driveway Request – Discussion**

The Clerk noted that Mr. Bahr had been expected to attend the meeting to discuss a proposed driveway addition. Mr. Bahr was not present. The Board noted this was the second meeting at which this item appeared without the applicant being present. As there was nothing from Planning and Zoning to act upon and the applicant was absent, the Board moved on without action.

## **Roads**

### **Spring Road Tour Report & Winter Statistics Report – Discussion**

Supervisor Owen presented the findings of the annual spring road tour. Areas identified as needing attention include gravel work, pothole filling, shoulder work, and tree trimming. He noted that ATV damage repairs had already been initiated by road maintenance staff and expressed appreciation for that work.

Two items were flagged for follow-up with the Township Engineer: first, the status of a proposed catch basin on 233rd Avenue, where a previous discussion had identified drainage flooding issues and explored routing into the lake rather than a drainage area; second, the replacement of the roads in the Woods of Eagle Lake subdivision on the Township's road replacement priority list. The Board agreed those roads may need to be moved up in priority given their deteriorating condition, and the Chair requested that the Clerk add both items to a follow-up list for the Engineer.

On the winter road statistics, Supervisor Owen noted it had been an icy winter with frequent melt-and-freeze cycles, placing significant demands on maintenance operations. He acknowledged road

maintenance staff for their responsiveness during on-call situations throughout the season. The Board received positive public feedback during the winter regarding the Township's road clearing performance.

### **Roadwork on 186th Street – Discussion/Action**

Supervisor Owen presented three bids received for repair work on 186th Street in the Shores area, where deteriorated curbing and a failed pavement section have created a sinkhole. The condition is particularly problematic for a nearby disabled resident, as the failure is located directly adjacent to his mailbox.

Three bids were obtained. Erickson's bid proposed repaving the entire curb run up and around the affected area, routing water to a repaired catch basin; this was noted as a more comprehensive scope and not directly comparable to the other bids. C&S Blacktopping provided two options, one of which excluded the concrete curbing work, with a bid of \$45,950 for the comparable scope. The lowest bid was from Darryl Waletzko, LLC at \$43,300, which covers repair of only the two buckled curb sections, excavation, Class 5 aggregate, two lifts of pavement, and catch basin replacement — addressing the core issues without the full curb reconstruction proposed by Erickson.

Supervisor Owen and road maintenance staff reviewed the site and determined that only two spots of curbing are actually buckled, making the full curb replacement proposed by Erickson unnecessary at this time. The Township Engineer had previously reviewed the site. The Board agreed to accept the lowest comparable bid.

*Motion to approve award of the 186th Street roadwork to Darryl Waletzko, LLC at \$43,300 was made by Supervisor Owen and seconded by Supervisor Adams. The motion carried.*

### **Board Business/Updates – Committee Reports**

**Adams:** No items to report.

**Ellinger:** Supervisor Ellinger was not present.

**Felber:** No items to report.

**Owen:** Supervisor Owen offered two items. First, he reminded residents that grass clippings discharged onto Township roads pose a serious safety hazard for motorcyclists, comparable to ice, and asked that residents keep clippings off roadways.

Second, he reported that a joint meeting had taken place the prior month with Becker Township regarding shared roadwork on 243rd. The meeting was productive, and Supervisor Owen noted he had since received additional emails from Becker Township residents requesting continued collaboration to address the road. The Chair provided background context, noting this had been an ongoing effort spanning approximately two years, with Becker Township having taken some time to re-engage. The project faces right-of-way and wetland challenges that are expected to extend the timeline by a year or more.

**Keiderling:** Supervisor Keiderling reported that he and the Clerk had received a recent email regarding a property directly north of Ann Lake's Landing. The property owner is inquiring about access to the lake, as their parcel appears to abut the cattail area that is part of the Township's right-of-way associated with the landing.

The core question is whether that cattail area constitutes open water — in which case the Township cannot restrict access, as water cannot be privately owned — or solid land, in which case any crossing would require Township permission. A resident in attendance with knowledge of the site confirmed the area had been open water when he was younger but has since been filled in by dying cattails and is now also affected by purple loosestrife. It was noted that the property owner had been told at the time of purchase that they had 110 feet of lake shoreline.

The Board discussed that the DNR, which initially directed the property owner to the Township, should be re-engaged to decide on whether the area qualifies as open water or wetland. If it is open water, the DNR would have jurisdiction; if not, the Township's general practice of not granting easements or access over Township property would apply. Supervisor Keiderling indicated he had the information needed to proceed and would follow up accordingly.

### **Treasurer Business**

#### **Cash Control Statement and Investment Update – Approve**

The Treasurer presented the Cash Control Statement, confirming that CTAS and bank statements are balanced for both receipts and deposits. Two fund transfers were requested: a transfer of \$489.23 from the debit card account, and a transfer of \$12,572.04 from the money market to checking.

*Motion to approve the Cash Control Statement and Investment Update was made by Supervisor Adams and seconded by Supervisor Keiderling. The motion carried.*

#### **Treasurer's Report – Approve**

The Treasurer's Report showing current fund balances was presented. It was noted that the first levy payment is expected to arrive at the end of June or early July.

*Motion to approve the Treasurer's Report was made by Supervisor Keiderling and seconded by Supervisor Adams. The motion carried.*

#### **Report of April Sherburne State Bank Securities Pledge Validation – Review**

The Treasurer noted that this report appears formatted differently than in prior years, an issue that was also flagged during the field audit. The root cause is that the money market account has been positioned below the line in the report rather than above, causing the Township to appear short in its pledge validation. The Treasurer is actively working with the bank's representative, Rachel, to correct the reporting format and return the Township to "above" status. This item was for review only.

**Field Audit**

The Treasurer reported that the field audit went well overall. The one finding cited was the same pledge validation issue described above. The remaining findings are the same recurring items the Township has historically received due to its small size and organizational structure, which the Board acknowledged cannot be remediated and does not represent an actual compliance risk.

**Announcements**

**June Board Meeting** – Wednesday, June 24th at 7:00 PM.

**MAT Town Law Review** – June 5th at 8:00 AM at Rockwood Event Center, Otsego. The Clerk indicated she plans to attend, with a particular interest in a session addressing new requirements for ADA-compliant websites, including the use of screen readers and accessible document formatting. The Township will cover registration costs for any Board members wishing to attend.

**2026 SWCD Tour of Conservation Practices** – June 18th, 8:00 AM to 2:00 PM. The Chair encouraged attendance, noting from prior experience that the tour is informative and includes a bus tour of county conservation practices, demonstrations, and lunch. Registration is required on the SWCD website.

**Adjournment**

*Motion to adjourn was made by Supervisor Adams and seconded by Supervisor Keiderling. The motion carried.*

The meeting adjourned at 7:41 PM.

Respectfully Submitted,  
Shelley Erickson  
Orrock Township Clerk

Accepted this **24<sup>th</sup> day of June, 2026**, by the Orrock Township Board of Supervisors.

\_\_\_\_\_  
Anne Felber, Chairperson

Attest: \_\_\_\_\_  
Town Clerk



# AGENDA ITEM

Orrock Town Board

<b>Prepared By:</b> <i>Shelley Erickson, Clerk</i>	<b>Meeting Date:</b> <i>06/24/2026</i>	<b>Regular Agenda Item</b>	<b>Item No.</b> <b>7A</b>
<b>Item Description:</b> <i>Minnesota State Demographer 2025 Building and Population Estimate</i>	<b>Reviewed By: N/A</b>		
	<b>Reviewed By: Shelley Erickson</b>		

## **ACTION REQUESTED**

None - information

## **BACKGROUND/DISCUSSION**

The state demographer is required by law to produce annual population and household estimates for each of Minnesota's cities and townships. The April 1, 2025 population and household estimates is attached.

## **ATTACHMENTS**

*Minnesota State Demographer 2025 Building and Population Estimate*

200 Administration Building  
50 Sherburne Avenue  
St. Paul, MN 55155  
Telephone: 651-201-2473  
TTY: 651-297-4357



Shelley Erickson, Clerk  
Orrock Township  
26401 180th St. NW  
Big Lake, MN 55309

Dear Clerk:

The State Demographer is required by law to produce annual population and household estimates for each of Minnesota's cities and townships. Enclosed you will find a sheet containing the April 1, 2025, population and household estimates for your jurisdiction.

These estimates are being sent to you now for review and comment. It's important that our estimates are accurate, as they are used to distribute state aid to cities and townships. If you have questions about how our estimates impact a specific program, please contact the state agency responsible for that program.

The enclosed figures represent estimated population and household changes since the 2020 Census. The number of households corresponds to the number of occupied housing units. A household may be a single family, one person living alone, or any group of people who share the same living area. While we believe that our estimates are usually accurate, we realize there may be occasional problems. For this reason, we value your comments. We may not be aware of such changes as housing demolitions, the gain or loss of group quarters (like college dormitories, nursing homes, etc.), construction of public housing and the gain or loss of mobile homes.

Please note that our estimates:

- pertain to one year ago, not the present;
- have also been sent to your county auditor for review;
- are subject to change and are not considered final until they are released to the Minnesota Department of Revenue in July.

If you are satisfied with our estimates, it is not necessary to contact us or provide any further information. If you wish to challenge our estimates, please send us the appropriate data described in the enclosed challenge guide by **June 24, 2026**. Questions or comments should be directed to Eric Guthrie by email or at the address listed on the letterhead. **The best way to reach us is by e-mail at [local.estimatedata@state.mn.us](mailto:local.estimatedata@state.mn.us).** You may also try to reach us by phone at (651) 201-2473.

Thank you for taking time to review these estimates.

Sincerely,

A handwritten signature in black ink, appearing to read 'Susan Brower', with a long horizontal flourish extending to the right.

Susan Brower  
State Demographer

Enclosures

**DATE:** June 1, 2026  
**TO:** Shelley Erickson, Clerk  
Orrock Township  
**FROM:** **Susan Brower**  
Minnesota State Demographer

**SUBJECT:** 2025 Population and Household Estimates

Your April 1, 2025 population estimate is 3,824.

Your April 1, 2025 household estimate is 1,376.

If you have any questions or comments about these estimates, please contact the State Demographic Center, 200 Administration Building, 50 Sherburne Avenue, St. Paul, MN 55155, phone (651) 201-2473 or send an e-mail to [local.estimate@state.mn.us](mailto:local.estimate@state.mn.us). All challenges must be submitted in writing. Please refer to the enclosed sheet for details.



# AGENDA ITEM

## Orrock Town Board

<b>Prepared By:</b> <i>Shelley Erickson, Clerk</i>	<b>Meeting Date:</b> <i>06/24/2026</i>	<b>Regular Agenda Item</b>	<b>Item No.</b> <b>7B</b>
<b>Item Description:</b> Resolution 20226-6 Resolution Appointing Election Judges for 2026 Primary Election	<b>Reviewed By: N/A</b>		
	<b>Reviewed By: Shelley Erickson</b>		

### **ACTION REQUESTED**

Motion to adopt Resolution 2026-6 Resolution Appointing Election Judges for 2026 Primary Election to be held on August 11, 2026.

### **BACKGROUND/DISCUSSION**

Election judges must be appointed by the board at least 25 days prior to an election. The 2026 primary election is August 11, 2026. These appointments are contingent upon scheduling needs and completing election judge training.

### **FINANCIAL IMPACT**

N/A

### **ATTACHMENTS**

- Resolution 2026-6 Resolution Appointing Election Judges for 2026 Primary Election

**TOWN OF ORROCK  
COUNTY OF SHERBURNE  
STATE OF MINNESOTA**

**RESOLUTION NO. 2026-6**

**A RESOLUTION APPOINTING ELECTION JUDGES  
FOR 2026 PRIMARY ELECTION  
TO BE HELD ON AUGUST 11, 2026**

**WHEREAS**, the Primary Election will be held on the eleventh (11<sup>th</sup>) day of August, 2026; and

**WHEREAS**, pursuant to Minnesota State Statute §204B.21 subd. 2, the Board of Supervisors, as the governing body of the town, is required to appoint election judges; and

**WHEREAS**, persons selected to serve as election judges must meet all requirements set forth by Minnesota statutes and hold current certification of election judge training, pursuant to law.

**NOW, THEREFORE, BE IT RESOLVED** that the Town Board of Orrock Township, Sherburne County, Minnesota does hereby appoint the individuals listed on Attachment A to serve as election judges for the Primary Election to be held on August 11, 2026; and

**BE IT FURTHER RESOLVED** that in the event circumstances require judges be appointed in addition to the persons named in this resolution, the Clerk of Orrock Township is authorized to appoint as necessary, provided the persons appointed meet all requirements of Minnesota statute; and

**BE IT FINALLY REVOLVED**, that the Board of Supervisors of Orrock Township hereby authorizes any election judge be compensated as required by Minnesota statutes.

**THE FOREGOING RESOLUTION WAS DULY ADOPTED** on this 24<sup>th</sup> day of June, 2026 by the Town of Orrock Board.

The motion for adoption of the foregoing resolution was duly moved by Supervisor \_\_\_\_\_, seconded by Supervisor \_\_\_\_\_. After discussion thereof and upon a vote taken thereon, resulting in the following votes:

Bryan Adams In Favor\_\_\_; Against\_\_\_; Abstained\_\_\_

Paul Ellinger In Favor\_\_\_; Against\_\_\_; Abstained\_\_\_

Anne Felber In Favor\_\_\_; Against\_\_\_; Abstained\_\_\_

Peter Owen In Favor\_\_\_; Against\_\_\_; Abstained\_\_\_

Dalton Keiderling In Favor\_\_\_; Against\_\_\_; Abstained\_\_\_

Whereupon said resolution was declared duly passed and adopted.

\_\_\_\_\_  
Anne Felber, Town Board Chair

Attest:

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

# ATTACHMENT A

**Orrock Township Election Judges  
Congressional District 6  
State Senate District 27  
State Representative District 27A  
Comm. District 3**

Angela "Angie" Berthiaume

Karen Michels +

Debra Rensberger

Benjamin Bublitz +

Stephanie Tschida

Lee Rensberger

Bob Kjellberg

Deborah Muller

Don Stauffer

Beverly Knutson

Sarah Swedburg

Matthew Zander

Jeorgette Knoll

Paul Willet

+ Head Judge

\*Appointments are contingent upon completing election judge training



# AGENDA ITEM

## Orrock Town Board

<b>Prepared By:</b> <i>Shelley Erickson, Clerk</i>	<b>Meeting Date:</b> <i>06/24/2026</i>	<b>Regular Agenda Item</b>	<b>Item No.</b> <b>7C</b>
<b>Item Description:</b> <i>ADA Compliant Website</i>	<b>Reviewed By: N/A</b>		
	<b>Reviewed By: Shelley Erickson</b>		

### **ACTION REQUESTED**

Information/TBD

### **BACKGROUND/DISCUSSION**

Small government entities must have ADA accessible websites by April 26, 2028. We need to decide how to proceed.

A compliant website must be designed to accommodate assistive technologies (like screen readers) and alternative navigation methods. Key technical fixes include:

- **Alternative Text (Alt Text):** Text descriptions added to images so screen readers can describe them to visually impaired users.
- **Keyboard Navigation:** Ensuring every button, link, and form can be completely accessed using only a keyboard (Tab, Enter, and Arrow keys), bypassing the need for a mouse.
- **Color Contrast:** Text and interactive elements must have a sufficient contrast ratio against the background to be legible for users with low vision.
- **Captioning and Transcripts:** Audio and video content must have synchronized captions and text transcripts.
- **Clear Structure:** Using proper HTML tags (like headings (*h1*), (*h2*)) so users can understand the layout and flow of the page.



# AGENDA ITEM

Orrock Town Board

<b>Prepared By:</b> <i>Shelley Erickson, Clerk</i>	<b>Meeting Date:</b> <i>06/24/2026</i>	<b>Regular Agenda Item</b>	<b>Item No.</b> <b>7D</b>
<b>Item Description:</b> <i>Ann Lake Update</i>	<b>Reviewed By:</b> <i>N/A</i>		
	<b>Reviewed By:</b> <i>Shelley Erickson</i>		

## **ACTION REQUESTED**

TBD

## **BACKGROUND/DISCUSSION**

Discussion on future of the Ann Lake Beach property. We spoke with the township lawyer on how best to proceed specifically with regards to a Park Property Agreement and allowing a donation box for Ann Lake improvements, which our lawyer recommended against.

## **ATTACHMENTS**

*Letters from Couri & Ruppe*

*Update Agreement for Discussion*

**From:** [Robert Ruppe](#)  
**To:** [Supervisor Felber](#); [Orrock Town Clerk](#)  
**Subject:** Orrock Township; Donation Boxes on Lake Ann Park Property  
**Date:** Monday, May 4, 2026 11:36:14 AM

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Shelley,

The Township has inquired whether the Ann Lake Improvement Club, Inc. should be allowed to install donation boxes on Ann Lake Park property with the understanding that any funds received would be considered a donation to the Club. For the reasons stated below, I would recommend against allowing the Ann Lake Improvement Club, Inc. to install and maintain donation boxes on Township property.

**A. Prohibition on Fundraising and Soliciting Donations:**

I believe that the Minnesota State Auditor would view the installation of the donation boxes as a solicitation of funds for the Township. Townships (including Township departments, like fire departments) generally do not have authority to fundraise or solicit donations (gifts of money), there are two exceptions. Townships can, by resolution, allow officials and staff to solicit donations for National Night Out events that build positive relationships between law enforcement and the community. Minn. Stat. § 471.198, subd. 3. Townships can, by resolution, also allow full-time firefighters employed by the Township and while on duty, or volunteer firefighters serving the Township while not on duty, to solicit contributions from motorists for another charitable organization, most commonly the Muscular Dystrophy Association's Fill the Boot program. Minn. Stat. § 465.90

This does not mean that the Township cannot receive donations from the public – just that they are limited in how they seek donations. Townships can accept donations that are not for religious or political purposes if the Town Board adopts a resolution by a two-thirds majority vote, accepting both the donation and the donor's terms. Townships can accept donations for the benefit of their residents; accepting donations, like making donations, must be done for a public purpose. Minn. Stat. § 465.03 states:

**465.03 GIFTS TO MUNICIPALITIES.**

Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full.

Although the Township has a legal right to accept certain donations, Minnesota law does not contain an exception that would allow for the Township to solicit funds for the Ann Lake Improvement Club, Inc.

## **B. Violation of the Public Purpose Doctrine:**

Townships are often asked to give funds to support various groups and activities. While the causes may be worthwhile, the Town Board needs to be cautious when making any financial commitments involving public funds. In most circumstances, townships have no authority to give away public funds as donations. Generally, to spend money on something, a township must have authority to do so. Authority for an expenditure may be specifically stated in a statute, or it may be implied as necessary to do what an express power authorizes. In addition, the expenditure must be for a “public purpose.”

Following these general principles, donations to people, non-profits, charities, or other groups are not permitted unless they are based upon specific statutory authority. For example, the Minnesota Attorney General’s Office has issued opinions finding that local governments have no authority to donate public funds to organizations such as the Red Cross (A.G. Op. 218-r (Feb. 10, 1942)) or the Boy Scouts (A.G. Op. 59-a-3 (May 21, 1948)). **The assumption is that a gift of public funds to an individual or private entity necessarily serves a private rather than a public purpose.**

As stated above, I believe that the State Auditor would view the installation of the donation boxes as soliciting funds for the Township and therefore be considered public property. As such, the use of any funds received would be limited by the general principles listed above. In reviewing the list of specific, statutorily authorized appropriations listed on both the Minnesota Association of Township’s and State Auditor’s websites, I did not find any statute that would authorize the Town Board to make a donation to the Ann Lake Improvement Club, Inc. A donation to the Club in violation of these prohibitions may lead to adverse consequences for the Township:

- Taxpayer lawsuits. It is costly for a Town Board to defend itself in a lawsuit. A Town Board could be legally responsible for the expenditure because of the responsibility to spend the public’s money for a public purpose (*Walser Auto Sales v. City of Richfield*, 635 N.W.2d 391 (Minn. App. 2001)). Individual Town Board members could also be legally responsible for the expenditure.
- Noncompliance finding by the State Auditor. This could result in future special audits and embarrassment for the Township. See generally, [Minnesota Office of the State Auditor Statements of Position](#) (filter by public purpose category).
- Public mistrust. The Town Board could lose the trust of the people in the community.
- Changes in law. Serious violations may cause the Legislature to make more restrictive laws on township expenditures.

As such, I would recommend that the Township follow the guidance of the Minnesota State Auditor and Minnesota Attorney General’s Office and not allow the Club to install donation boxes within Ann Lake Park to solicit funds for their activities.

Please call with any questions.

Robert T. Ruppe  
Couri & Ruppe, P.L.L.P.  
P.O. Box 369  
705 Central Avenue East  
St. Michael, MN 55376  
(763) 497-1930 Office  
(612) 210-8679 Cell  
(763) 497-2599 Fax

**From:** [Robert Ruppe](#)  
**To:** [Supervisor Felber](#); [Orrock Town Clerk](#)  
**Subject:** Re: Orrock Township; DNR vs Township Ownership of Park Property  
**Date:** Monday, May 4, 2026 12:01:32 PM

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Shelley,

The Town Board has asked for my thoughts regard renewing the Park Use Agreement between the Township and the Lake Ann Improvement Club, Inc. a Minnesota non-profit organization, hereinafter referred to as the “Club” or transfer ownership of the park to the DNR. For the reasons stated below, I believe that it is in best interests of the Township to transfer the park property to the DNR rather than continuing to rely on the Club or park maintenance activities.

The Township is the fee owner of the real property commonly known as the “beach” lots in the Ann Lake Beach Plat on file with the Office of the Sherburne County Recorder, the “park property”, on which real property is located an approximately 24 foot by 24 foot shed. The Township has not historically used levy funds to maintain the park property.

The Club has historically maintained the park property and has used shed on the park property for the storage of maintenance equipment and supplies pursuant to a “Park Use Agreement” which has recently been terminated by the Township. The Club’s maintenance activities on the property included, but were not limited to, lawn care maintenance, trash pickup, placement of river rock on parking lot and boat ramp and installation and removal of a boat dock for use by the public which were all performed at the Club’s sole expense unless otherwise agreed to in writing by the Township. Given that the Park Use Agreement has been terminated, all costs for maintaining and insuring the park property falls to the Township.

Lake Ann Park struggles with budget constraints and limited amenities. Historically, the Town Board has not wished to use limited levy funds to maintain the park property, instead relying on the Cub as discussed above. Further, it is my understanding that the Club is currently experiencing both a decline in volunteers willing to devote their time to maintaining the park property and a general lack of funds for its maintenance activities, supplies, and insurance, etc. As such, DNR ownership of the park property would be considered advantageous over Township ownership (with Club maintenance) due to superior financial resources, broader regional planning capabilities, and a focus on large-scale conservation of both the park and the lake. Some potential advantages of DNR ownership are as follows:

- **Stable and Larger Funding Sources:** DNR owned parks are funded through state budgets, bonds, and user fees, which are often more stable than the limited levy that the Township relies on. There is no guarantee that either the residents at the annual meeting will vote sufficient funds to maintain and insure the park property or that the Club will be able to raise sufficient funds from donations to do the same.
- **Specialized Staff and Management:** The DNR has specialized resources, such as dedicated conservation rangers, park planners, and biologists, to manage both the park and lake which the Township and the Club are not be able to afford.

- **Regional Landscape Conservation:** The DNR is better equipped to manage large-scale ecological systems (park and the lake) rather than the Township or the Club.

Most importantly, moving to DNR ownership of the park property would allow the Club to focus on its primary goal of maintaining the Ann Lake's water quality, managing aquatic invasive species, managing the aeration system, and other water quality initiatives rather than maintaining the park property.

Please call with any questions.

Robert T. Ruppe  
Couri & Ruppe, P.L.L.P.  
P.O. Box 369  
705 Central Avenue East  
St. Michael, MN 55376  
(763) 497-1930 Office  
(612) 210-8679 Cell  
(763) 497-2599 Fax

**ORROCK TOWNSHIP  
SHERBURNE COUNTY  
STATE OF MINNESOTA**

**PARK USE AGREEMENT**

This Use Agreement is made this **XXth day of XXX 2026**, by and between Orrock Township, a political subdivision under the laws of the State of Minnesota, Licensor hereinafter referred to as “Township” and Lake Ann Improvement Club, Inc., a Minnesota non-profit organization, hereinafter referred to as the “Club”.

**WITNESSETH:**

**WHEREAS**, the Township is the fee owner of the real property commonly known as the “beach” lots in the Ann Lake Beach Plat on file with the Office of the Sherburne County Recorder, hereinafter referred to as the “Subject Property”, on which real property is located an approximately 24 foot by 24 foot shed.

**WHEREAS**, the Club has historically maintained the Subject Property as outlined below and has used shed for the storage of maintenance equipment and supplies.

**WHEREAS**, the Club desires that the Township grant it formal permission to use the Subject Property and the subject storage shed for the purposes of continued maintenance of the Subject Property.

**WHEREAS**, the Town Board is willing to permit such use subject to the terms and conditions stated herein.

**NOW, THEREFORE, IT IS HEREBY AND HEREIN MUTUALLY AGREED**, in consideration of each party's promises and considerations herein set forth, as follows:

1. Orrock Township is the owner of the real property commonly known as the "BEACH" lots in the Ann Lake Beach Plat on file with the Office of the Sherburne County Recorder on which real property is a approximately 24 foot by 24 foot storage shed.
2. The Club, its successors and assigns, is hereby granted the nonexclusive right to use the Subject Property for maintenance and repair activities for the Subject Property.
3. The Club, its successors and assigns, is hereby granted the exclusive right to use the storage shed located on the Subject Property for maintenance and repair activities for the Subject Property. **The Club shall indemnify and hold harmless and duty to defend Orrock Township against any and all claims resulting from the use of the shed.**
4. The Club's maintenance activities on the Subject Property include, but are not limited to, lawn care maintenance, trash pickup, placement of river rock on parking lot and boat ramp and installation and removal of a boat dock for use by the public which shall all be performed at the Club's sole expense unless otherwise agreed to in writing by the Township.
5. The Club agrees to comply with all ordinances and state and federal laws and regulations with regard to the Club's occupation or use of the Subject Property.
6. Notwithstanding the provision of this Agreement to the contrary, ~~either Party may terminate this Agreement by giving ninety days written notice to other party.~~ **the term of this agreement shall be self renewing every 5 years, unless there is an objection by either party, there by both parties shall meet and confer.**
7. Notices for the Township shall be sent to 26401 - 180th St. NW, Big Lake, MN 55309. Notices for the Club shall be sent to the following address: Christine Weber, 16561 253rd Avenue NW, Big Lake 55309 or her successor. The Club will provide notice to the Township of any change in the position of Secretary.
8. This Agreement is between the Township and the Club as the only parties and no provision of this Agreement shall in any way inure to the benefit of any third person (including the public at large) so as to constitute any such person as a third party beneficiary of the Agreement or of any one or more of the terms hereof, or otherwise give rise to any cause of action in any person not a party hereto.
9. This Agreement represents the full and complete understanding of the Parties and both Parties represent that neither Party is relying on any prior agreements or understandings, whether oral or written. This Agreement shall be modified, if at all, with the signed, written consent of both Parties.
10. The obligations of the Club under this Agreement cannot be assigned to anyone without the express written consent of the Township.

11. The remedies of the Township set forth in this Agreement are not exclusive and the Township may exercise any and all remedies available in law or equity for breach of this Agreement by any of the other parties to this Agreement.
12. This Agreement shall be governed by and construed in accordance with the substantive and procedural laws of the State of Minnesota, without giving effect to the principle of conflict of laws. All proceedings related to this Agreement shall be venued in Sherburne County District Court.
13. This Agreement shall be binding upon and extend to the representatives, heirs, successors and assigns of the parties hereto.

**IN WITNESS WHEREOF**, the Township and the Club have caused this Agreement to be duly executed on the day and year first above written.

**ORROCK TOWNSHIP**

\_\_\_\_\_  
\_ Anne Felber, Chairman

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

**LAKE ANN IMPROVEMENT CLUB,  
INC.**

\_\_\_\_\_  
Steve Mockenhaupt President

\_\_\_\_\_  
Cindy Mockenhaupt, Secretary



# AGENDA ITEM

Orrock Town Boa

<b>Prepared By:</b> <i>Shelley Erickson, Clerk</i>	<b>Meeting Date:</b> <i>06/24/2026</i>	<b>Regular Agenda Item</b>	<b>Item No.</b> <b>7E</b>
<b>Item Description:</b> <i>Sand Dunes Horse Camp Signs</i>	<b>Reviewed By: N/A</b>		
	<b>Reviewed By: Shelley Erickson</b>		

## **ACTION REQUESTED**

Discuss/Action

## **BACKGROUND/DISCUSSION**

We have received a request from a representative of the Northwest Metro Back Country Horsemen of Minnesota. They are requesting signage for the entrance of the Sand Dunes horse camp. Years ago, there was a sign (brown with white trim and writing) across from the entrance. The driveway is not visible until you are there, so a sign would be helpful. Any help is appreciated.

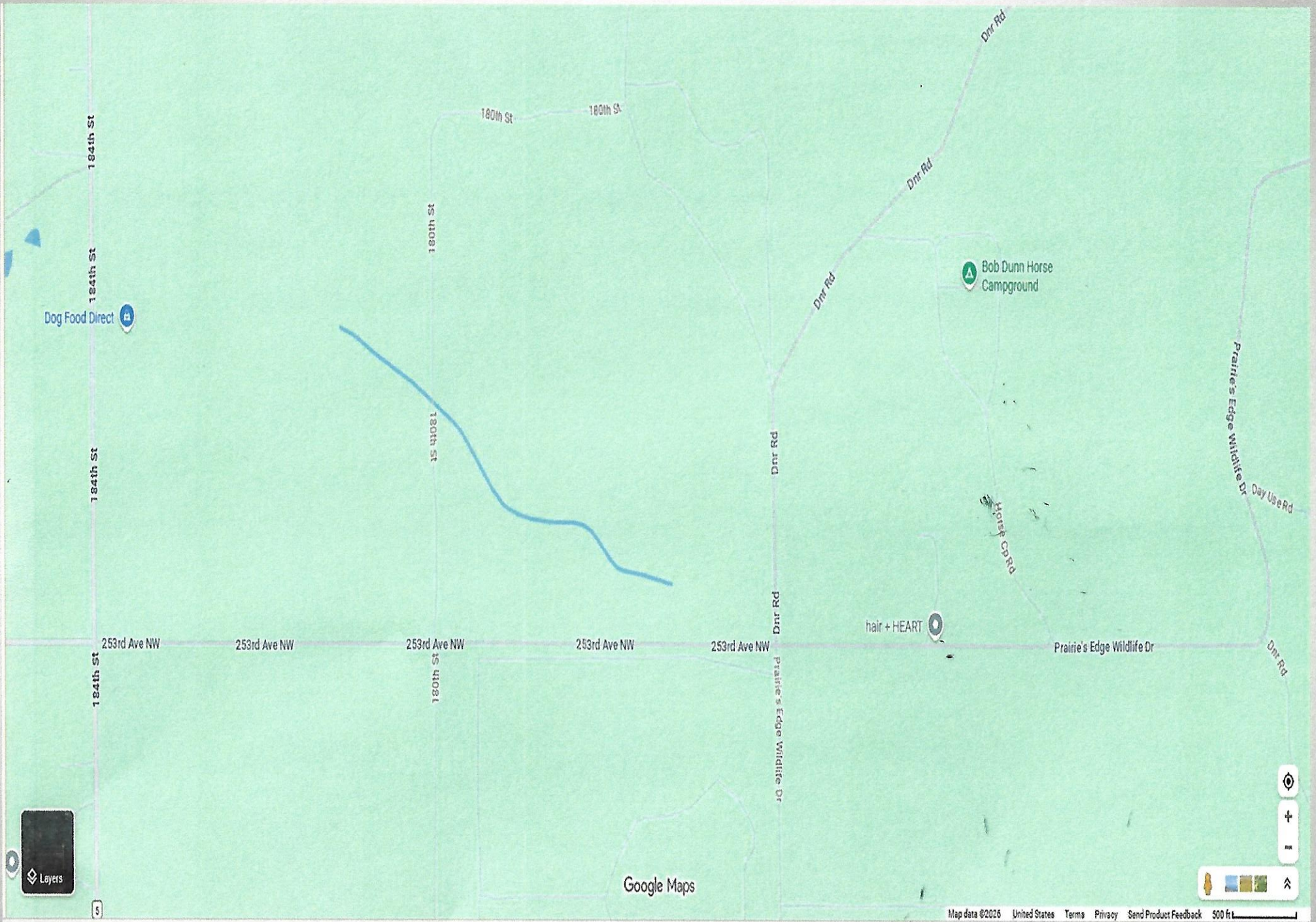
Also, vegetation has grown up around the sign that is currently there so it is hidden from view.

## **ATTACHMENTS**

*Photos of the sign*

*Location of Horse Camp*







# AGENDA ITEM

Orrock Town Board

<b>Prepared By:</b> <i>Shelley Erickson , Clerk</i>	<b>Meeting Date:</b> <i>06/24/2026</i>	<b>Regular Agenda Item</b>	<b>Item No.</b> <b>8A</b>
<b>Item Description:</b> <i>Heidi Warnke Rezone Request – PID 35-00408 &amp; 35-00015-3110</i>	<b>Reviewed By: N/A</b>		
	<b>Reviewed By: Dalton Keiderling</b>		

## **ACTION REQUESTED**

Discussion

## **BACKGROUND/DISCUSSION**

Sherburne Co is asking for any comments regarding Heidi Warnke's request to rezone (2 lots) from General Rural to Shoreland Residential to then break into 3 lots.

## **ATTACHMENTS**

Warnke Rezone Packet



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\gutorzj\AppData\Local\Temp\arcAC49V~DF3DC80A4290D3794A.TMP Map Created: 12/5/2017



**SHERBURNE**  
Planning & Zoning

**Heidi Warnke**  
Rezone from General Rural  
to Shoreland Residential  
35-00015-3110 & 35-00408-0205  
Orrock Township

SEC:	15
TWP:	34
RGE:	27
ACRES:	10.43
General Rural	





**Planning and Zoning Administration**  
Sherburne County Government Center  
13880 Business Center Drive  
Suite 100  
Elk River, MN 55330-4668  
(763) 765-4450  
1-800-438-0578

May 26, 2026

Heidi Warnke  
16453 253 ½ Ave NW  
Big Lake, MN 55309

Sent via email to Warnkefarm@icloud.com

Re: Proposed rezone request at PID 35-00015-3110 & 35-00408-0205 (submitted 5/5/2026)

Dear Ms. Warnke,

This letter is regarding the application you submitted to the Sherburne County Planning and Zoning Office to amend the Sherburne County's Zoning Map. Your request is to rezone a 10.10 +/- acre parcel at PID 35-00015-3110 and a .33 acre parcel at PID 35-00408-0205 in Section 15 of Orrock Township from General Rural to Shoreland Residential District. The reason for the rezone is to allow new lots with a minimum of 40,000 square feet and 150ft width at the road setback.

At this time, your application is incomplete. In order for the application to be deemed complete, the Zoning Department requires the following:

1. Township Comments are needed. Please contact Shelley Erickson, the Township Clerk, and request it to be placed on the township agenda. Their number is 763-263-6411 or email clerk@orrocktownship.com. I will forward this letter and all subsequent information to them.
2. If your request is to just rezone the two proposed lots (Lots 1 & 2 on the attached layout) to Shoreland Residential, it is unclear where the boundary lines will be without a survey. A survey may be needed to get the exact location of the proposed rezone.
3. Additional changes or information may be required once the Zoning Office has received comments from other offices/organizations.

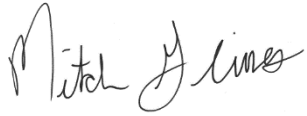
Once the required information has been submitted, your project can be scheduled for the next available public hearing with the County Planning Advisory Board. Sherburne County reserves the right to postpone this hearing, pursuant to the provisions of MN Statute Section 15.99.

Please Note:

1. Incomplete applications shall be considered denied one (1) year from the date of the application if the proposal has not obtained the required approvals. The Zoning Administrator may grant one 6-month extension if the Zoning Administrator determines that continuous progress has been made to keep the application moving toward approval.

To discuss any of the items needed to move this rezone forward, please contact me at 763-765-4466 or by email at [mitch.glines@co.sherburne.mn.us](mailto:mitch.glines@co.sherburne.mn.us)

Sincerely,

A handwritten signature in black ink that reads "Mitch Glines". The signature is written in a cursive style with a large initial "M".

Mitch Glines  
Sherburne County Senior Planner

Cc: Orrock Township  
County Attorney's Office  
James Bedell (DNR)  
Matt Wappler (Sand Dunes State Forest)  
Zimmerman Fire Department

35-00015-3102



Lot 1  
2.8 +/- Ac.

35-00015-3110

Lot 3  
6.2 +/- Ac.

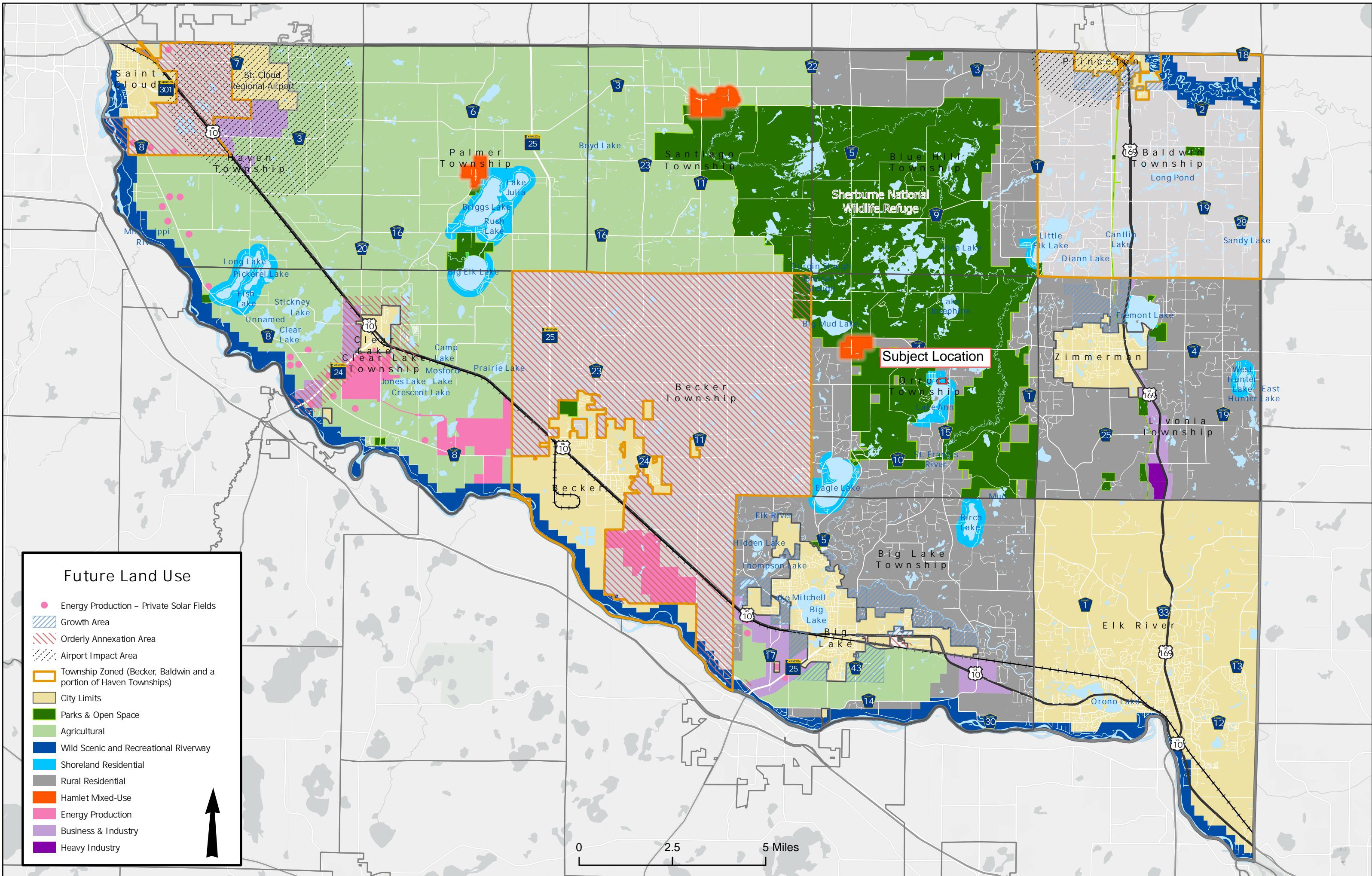
Lot 2  
1.4 +/- Ac.

164 1/2 Street

253 1/2 Avenue

a map or plat showing the lands proposed to be changed and all land within one half (1/2) mile of the boundaries of the property proposed to be rezoned, together with the names and addresses of the owners of the lands in such area as the same appears on the records of Sherburne County. *Unless there has been a substantial change in circumstances, applications for the same purpose shall not be heard for one year after the date of denial.*

3. **Notification of Proposed Rezoning:** The notification of public hearings shall conform to Minn. Statutes 394.2620 as amended.
4. **Public Hearing:** Upon receipt in proper form of the application and other requested material, the Sherburne County Planning Commission shall hold at least one (1) public hearing in a location to be prescribed by the Planning Commission. At least ten (10) days in advance of each hearing, notice of the time and place of such hearing shall be published in the official newspaper of the County.
5. **Consideration:** Following the public hearing, the County Planning Commission shall make a report of its consideration and recommendations on the proposed amendment and shall file a copy with the Board of County Commissioners and the Zoning Administrator. Consideration of a rezoning request shall include without limitation, the following:
  - A. Is the proposed rezoning consistent with the Comprehensive Plan?
  - B. Is the current use of the property a permitted use within the proposed zoning district, or will the rezoning create a non-conforming use?
  - C. Will permitted uses within the proposed zoning district be injurious to health or interfere with the comfortable enjoyment of life or property within the vicinity?
  - D. How will public services (e.g. transportation, schools, parks, and police/fire) be impacted by the proposed rezoning? Will permitted uses within the proposed zoning district adversely impact or overburden existing public service capacity?
  - E. Is the proposed rezoning located in an area that has the potential to adversely impact natural resources such as surface water, groundwater, or wetlands, or sites identified for rare biological species habitat?
  - F. Does the proposed rezoning have the potential to impact ecologically sensitive or historically significant areas?
  - G. Does the property have sufficient size and physical characteristics to permit a reasonable use under the current zoning district?
  - H. Any other factors that may be relevant to determining whether the proposed rezoning is appropriate.
6. **Fees:** To defray the administrative cost of processing of requests for an amendment to this Ordinance, a fee not exceeding administrative costs shall be paid by the petitioner. Such a fee shall be determined by the Board of County Commissioners.
7. **Submission Requirements:**
  - A. Township Comments
  - B. Vicinity Map





# SHORELAND

## INTRODUCTION

Water bodies are an attractive place to build a home. They are also a vital local and regional resource, which should be protected through the proper location of buildings and the mitigation of their associated impacts. Development along water bodies (shorelands) also require special consideration. Specific rules regarding development along shorelands have been created to protect their ecological, recreational, and economic values. The County has an existing Ordinance in conformance with the Minnesota Statutes and Rules.



## SHORELAND RESIDENTIAL LAND USE DESIGNATION

The Shoreland Residential designation is intended to acknowledge existing development around many of the lakes in the County that occurred prior to the establishment of shoreland zoning regulations. The development of the

shoreland areas created many thriving lake communities with a broad range of housing and lot sizes. However, many of these developments do not conform to current zoning or shoreland regulations. The State's Nonconformity Statute 394.36 has established specific standards for regulating lots and structures in the shoreland area of public waters. This land use designation provides the County the opportunity to acknowledge these unique communities, and to develop new standards to protect the health of these communities.

This land use designation also provides opportunities for higher density development, which is allowed under the State Shoreland Rules. For example, it allows for additional development that is more urban in character because of previous residential development.



## POLICY STATEMENT 23

It is the County's policy to support best management practices for the development of lots within the Shoreland District to ensure the natural environment and the local tax base are not compromised.

Applicability: Countywide

## STRATEGIES

The Land Use Plan provides a framework to put natural resources at the forefront of land use planning decisions. The County's Shoreland Regulations give the County the tools necessary to balance this economic and natural resource in a manner that upholds the Values and Goals of this Plan. The County will use the Environmental Framework (Chapter 4) and the following strategies in evaluating and updating the Shoreland regulations in the Zoning Ordinance:

- Review ordinances to ensure the neighborhood character will be maintained by promoting compatible land uses along waterways.
- Review ordinances to ensure land uses that detract from the neighborhood character are addressed through site design improvements, mitigation of offensive use characteristics, or elimination of the use.
- Review ordinances to ensure land is not overdeveloped by managing impervious surfaces and promoting water retention, in order to protect water quality which directly affects property value.
- Review and improve shoreland ordinance to codify past policy and practices and eliminate ambiguity.
- Review and update shoreland residential ordinances to ensure standards better reflect the newly created land use category (see Chapter 4, Shoreland Residential).



# AGENDA ITEM

Orrock Town Board

<b>Prepared By:</b> <i>Shelley Erickson , Clerk</i>	<b>Meeting Date:</b> <i>06/24/2026</i>	<b>Regular Agenda Item</b>	<b>Item No.</b> <b>9C</b>
<b>Item Description:</b> <i>Pothole Patching</i>	<b>Reviewed By:</b> <i>N/A</i>		
	<b>Reviewed By:</b> <i>Peter Owen</i>		

## **ACTION REQUESTED**

*Discuss/Action*

## **BACKGROUND/DISCUSSION**

Supervisor Owen has collected some quotes for patching the potholes in the Township.

## **ATTACHMENTS**

*MP Asphalt Maintenance*

# PROPOSAL



<https://mpasphalt.net>

3315 Aetna Ave NE  
Buffalo, MN 55313  
763-402-3526

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## Proposal Submitted To

Peter Owen  
Orrock Township  
  
26401 180th St  
(763) 250-4109  
supervisorD@orrocktownship.  
com

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## Work to be Performed At

Street Pot Hole  
  
26401 180th St  
Big Lake, MN

---

## Company Contact

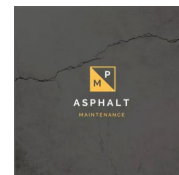
Chad Kayser  
  
(320) 428-6656  
Chad@mpasphalt.net

6/15/2026

ESTIMATE DATE: 6/15/2026

Peter Owen  
Orrock Township

Street Pot Hole  
26401 180th St  
Big Lake, MN



<https://mpasphalt.net>

## Pothole Patching (\$8,000)

### Pothole Patching

Pothole Patching is the process of filling potholes or excavated areas in the asphalt pavement. Quick repair of potholes or other pavement disintegration helps control further deterioration and expensive repair of the pavement. Without timely patching, water can enter the subgrade and cause larger and more serious pavement failures.

### Total Bid: \$8,000

Effective October 1st of every year if a Seal coat job is completed on or after October 1st there will be no warranty CONTRACT DOCUMENTS: Specification sheets, drawings and other documentation presented in this proposal shall be part of the contract. It is the responsibility of the customer's authorized representative to be aware of the terms and conditions stated herein and of the other contract documentation.

PAYMENT TERMS: NET BALANCE DUE 15 DAYS AFTER COMPLETION OF WORK. Unpaid balances will accrue a late fee of 10% per week until paid in full. In the event of your failure to conform to the terms and conditions of this agreement, you hereby agree to pay MP Asphalt Maintenance LLC all the sums earned to date. All major credit cards are accepted Residential Driveways Payment terms: Driveways will be paid upon completion of the job if not a \$25 dollar charge will be added to the total cost per day.

DEPOSIT: If the contracted amount exceeds \$15,000.00, a deposit of 1/3 of the project price is required to schedule work unless noted otherwise in this agreement.

PERMITS AND FEES: Owner is responsible for obtaining and paying for any required PERMITS, BONDS, and LICENSES, or plans required to obtain the aforementioned.

WORK ACCESSIBILITY: The price quoted herein is contingent upon the work area being free of any obstructions (vehicles, dumpsters, etc) at the scheduled project start date and time. MP Asphalt Maintenance reserves the right to adjust the agreed upon project price if the job conditions prevent MP Asphalt Maintenance work crews from starting on time and proceeding without interruption.

CLEANING EXPENSES: The owner understands that the work called for in this agreement is a messy process. The parties agree that MP Asphalt Maintenance is not responsible for cleaning, repairing, or replacing any concrete, carpet, floor, passageway, etc., that is soiled or stained by anyone other than MP Asphalt Maintenance employees. Sprinkler systems must be off 24 hrs. before and after. Bluing of sealer may accrue and is normal. it does not affect craftsmanship, warranty, or longevity.

**INDEMNITY:**MP Asphalt Maintenance agrees to complete its work in a safe and workmanlike manner, and to take appropriate safety precautions. However, once installation is complete and customer takes possession of the work area, Owner/Customer understands and agrees that MP Asphalt Maintenance cannot be responsible for materials, area maintenance and safety, and therefore Owner/Customer assumes all responsibility in this regard, including but not limited to any and all personal injuries, deaths, property damage, losses, or expenses related to or in any way connected with the materials or services provided. To the fullest extent allowed by law, Owner/Customer agrees to indemnify, defend and hold MP Asphalt Maintenance and its agents harmless from all loss, expense, liability, or attorneys' fees in connection with any such damages or injuries occurring thereafter. Nothing contained within this paragraph means or should be construed to mean that MP Asphalt Maintenance or others shall be indemnified for their own negligence.

**CHOICE OF LAW & VENUE:** To the fullest extent permitted by law, each provision of this contract shall be interpreted in such a manner as to be effective and valid under Minnesota law without regard to its conflict of laws principles. To the fullest extent permitted by law.

**ATTORNEY FEES & COSTS:** In the event MP Asphalt Maintenance places any amounts owed under this proposal for collection with either a collection firm or attorney, MP Asphalt Maintenance shall be entitled to reasonable collection fees, attorney's fees and costs.

**TAXES:** All taxes are included in the proposal price unless otherwise specified.

**ESCALATION CLAUSE:** This contract has been based on material costs at current market rates. Due to uncertain market conditions that are beyond our control and in the event of future material price increases, the party responsible agrees to pay for the escalations of material without a charge order. This paragraph applies only to materials.

**TIMING:** Due to fluctuation in the cost of raw materials, if the current date is 15 days past the proposal date, the customer should clarify that pricing is still valid.

**MATERIAL & WORKMANSHIP:** All material is guaranteed to be as specified. Unless otherwise specified within this Proposal, [MP Asphalt Maintenance warranties workmanship and materials for a period of 6 months from the date of completion. All driveways and overlays may experience cracking throughout the 1<sup>st</sup> winter and do not result in a warranty claim.](#) All work shall be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving extra cost will be executed only upon written orders and will become an extra charge over and above the amount set forth above. We shall not be responsible for delays caused by strikes, accidents, weather or other contingencies beyond our control. Our workers are fully insured

**NON-DISCLOSURE:** Customer acknowledges that information in this Proposal, including but not limited to pricing, determination of scope of work, method for evaluating parking lots, and methods of repair, constitute and include Confide MP Asphalt Maintenance Information. This Proposal shall not be shared, distributed or disseminated to any other contractor and Customer acknowledges that should it violate this provision monetary damages will not be an adequate remedy and shall be MP Asphalt Maintenance entitled to injunctive relief in addition to any other remedy available in law or equity.

**ALTERATIONS TO THIS PROPOSAL:** Alterations or notations to or to this Proposal will not be valid unless accepted in writing by an authorized representative of MP Asphalt Maintenance

**SEVERABILITY OF TERMS:** Should any part of this agreement be deemed unenforceable, the remaining terms shall be severable and separately enforceable and shall remain in full force.

Sincerely,  
MP Asphalt Maintenance

Chad Kayser

Acceptance: As an authorized agent for the above, I accept this proposal for \$\_\_\_\_\_.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_.



# AGENDA ITEM

Orrock Town Board

<b>Prepared By:</b> <i>Shelley Erickson , Clerk</i>	<b>Meeting Date:</b> <i>06/24/2026</i>	<b>Regular Agenda Item</b>	<b>Item No.</b> <b>9D</b>
<b>Item Description:</b> <i>Compost Facility Issue</i>	<b>Reviewed By:</b> <i>Shelley Erickson</i>		
	<b>Reviewed By:</b> <i>Peter Owen</i>		

## **ACTION REQUESTED**

Discuss/Action

## **BACKGROUND/DISCUSSION**

Because of recent changes in grants Sherburne County has had to cut funds to the waste sites where we usually discard our junk, tree debris, leaves, etc. They are no longer open for commercial use. Therefore, we have had to reach out and find some alternative solutions.

## **ATTACHMENTS**

*Research Notes*

The closest options are Vonco in Becker and Curbside in Dayton. Otherwise the next closest commercial compost facilities are in Anoka and Maple Grove.

### **Vonco Compost**

It is **\$3.50 per cubic yard**.

Leaves & grass they have no problem with and will charge per cubic yard.

Wood chips are a problem. Last year they ran out of room within 2 months of the summer season.

He asked if our wood is ground and how many cubic yards do we generally have?

Loose hauled tree debris and brush is **\$35.00 per ton**.

### **Curbside Yard Waste**

I reached out to Curbside since they have a new facility in Big Lake. They said we would have to use their facility in Dayton.

**Option 1:** Bring the yard waste to our Dayton site. The cost would be **\$22 per cubic yard**.

**Option 2 (Recommended):** We can place a **40-yard dumpster in Orrock Township** for use by Township staff and residents. This would be **\$400 per haul/service**, and you can keep the container on-site as long as you'd like. There is **no rental fee** as long as the dumpster is serviced at least once per month.