Regular Board Meeting
September 23, 2026, 7:00PM

The Orrock Township Board met in regular session, on Wednesday, September 23, 2026 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 Alex Dehn, Darryl Waletzko, Kevin Kruger, 12 members of the audience and Don Bellach of 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

The meeting was called to order at 7:00 PM. Those in attendance were asked to rise for the Pledge of Allegiance.

Prior to proceeding with the agenda, Chair Felber called for a moment of silence in memory of Butch Hass, a long-serving supervisor from a neighboring township who had passed away that week following an illness. Chair Felber noted that many board members had worked alongside Mr. Hass through various capacities, including the Zimmerman fire department and on the board of Sherburne Co. Planning and Zoning.

APPROVAL OF SEPTEMBER MEETING AGENDA

No changes or additions were proposed.

A motion to approve the September meeting agenda was made by Supervisor Ellinger and seconded by Supervisor Adams. The motion carried unanimously.

APPROVE CONSENT AGENDA

No changes, additions, or questions were raised regarding the consent agenda.

A motion to approve the consent agenda was made by Supervisor Owen and seconded by Supervisor Ellinger. The motion carried unanimously.

SHERIFF'S REPORT

The Sheriff's Office report for the month of August was presented by Sgt. Dehn, noting 130 calls for service in Orrock Township. Notable incidents included:

Property damage resulting from an ATV traveling through a resident's yard.

Trespass complaint involving juveniles climbing a DNR fire tower in the Sand Dunes. The juveniles were removed, and discussions with the DNR regarding securing the tower are ongoing.

Motor vehicle accident with injury at 104th and 146th Street, involving a car and a bicycle. The driver was cited for careless driving and a stop sign violation; injuries were reported as minor.

Dwelling/garage fire deemed accidental, caused by faulty electrical wiring in a wall. The garage was a total loss; the house itself was not fully engulfed.

Three littering/garbage complaints, two involving campers who left tents and garbage at a campground, and one involving furniture left at the end of a private driveway.

Shooting complaint from a resident concerned about noise from target shooting nearby. No ordinance violation was found, as the activity was conducted safely and without recklessness. The caller was advised accordingly.

Liquor compliance check conducted at Getaway.

Chair Felber invited members of the public to direct any questions to the Sergeant. Hearing none, she thanked the Sergeant for the report.

OPEN FORUM

Three individuals addressed the Board during open forum.

Eugene Rich (16560 254th Avenue, Big Lake, MN 55309) raised concerns regarding Orrock Township's involvement with the Lake Ann Association, which he stated has been operating and caring for the lake since 1956. He indicated he would submit his questions formally in writing and requested a response from the Board at a future meeting.

Brenda Davis (18237 233rd ¼ Avenue) introduced herself as a candidate for Sherburne County Auditor on the November ballot. She noted over 12 years of experience in the Auditor-Treasurer's office, working in areas including cash management, payroll, elections, property tax, and currently serving as Finance Officer. She identified her key priorities as fiscal responsibility, restoring public confidence in elections through transparency and accountability, and ensuring a smooth transition following the statutory split of the Auditor-Treasurer position into an appointed Treasurer and an elected Auditor.

Jacqueline Herman (25022 165th Street North, Big Lake, MN 55309) expressed concerns about the condition of the public boat landing, stating that despite low water levels, she had never witnessed so

many problems at the landing. She noted that displaced and sunken pavers were making it difficult and costly for residents to launch and retrieve their boats. She described two specific boat-retrieval incidents that required considerable effort and expense due to the condition of the landing.

APPROVAL OF MEETING MINUTES

The minutes of the August monthly meeting were presented for approval.

A motion to approve the August monthly meeting minutes was made by Supervisor Ellinger and seconded by Supervisor Keiderling. The motion carried unanimously.

REGULAR BUSINESS

Resolution 2026-7, Appointing Election Judges, General Election

The Clerk presented Resolution 2026-7, appointing election judges in preparation for the November general election. The Board confirmed they had reviewed the resolution and had no questions or concerns.

A motion to adopt Resolution 2026-7 appointing election judges for the general election was made by Supervisor Keiderling and seconded by Supervisor Adams. Upon roll call vote: Adams – Yes; Ellinger – Yes; Felber – Yes; Ownes – Yes; Keiderling – Yes. The motion carried 5-0. Resolution 2026-7 was adopted.

Couri & Ruppe 2027 Service Rate – Discuss and Action

The Board discussed the annual legal service rate from Couri & Ruppe, noting that the rate would increase to $315 per hour effective January 1, 2027. A brief discussion ensued regarding whether the rate approval decision should properly come before the current or incoming board, with clarification offered that the current board's action is specifically on the service rate itself, not a full organizational commitment, which is affirmed at the annual organizational meeting. No board member expressed interest in seeking alternative legal representation, and the rate was accepted.

A motion to continue legal services with Couri & Ruppe and accept the 2027 legal service rate of $315 per hour was made by Supervisor Owen and seconded by Supervisor Keiderling. The motion carried unanimously.

Ann Lake Discussion

Chair Felber summarized that at the August meeting, the Clerk had been directed to submit specific questions to the Township Attorney regarding the proposed Ann Lake Improvement Club maintenance agreement. The attorney responded with answers to three questions and provided a revised draft agreement.

The attorney's response was read into the record in full. Key findings included: (1) an escrow is not legally required, though it could provide security for potential damages; (2) the draft agreement's

termination language was vague and would not adequately allow the Township to terminate upon default by the Club or for future public purposes; (3) the indemnification clause as drafted improperly shifts all financial risk to the Club regardless of fault, and requires clarification and expansion; and (4) the draft lacks adequate insurance requirements to back the Club's indemnification promises.

The Board engaged in an extended discussion to develop a consolidated list of concerns and directions to send back to the Township Attorney, with the goal of receiving a final revised draft before the end of the year given that several board members are not seeking re-election. The following items were identified for attorney review and contract revision:

Electricity: The Board reached consensus that the Township should assume responsibility for the electric utility costs, including the existing security light, as the Township owns the building.

Ramp maintenance: The Board unanimously agreed that the Ann Lake Improvement Club should be responsible for all maintenance and repair of the boat ramp, including above and below the waterline, to be expressly stated in Section 4 of the agreement.

Building maintenance: Concern was raised that the draft agreement does not address responsibility for the building itself, including major repairs such as roofing.

Insurance and indemnification: The Board directed that the indemnification clause be revised to reflect a fault-based standard—the Club indemnifies the Township for the Club's negligence, and the Township retains liability for its own negligence. A question was also raised as to how the 1.5-million-dollar liability insurance requirement was determined, with general board sentiment favoring a reduction to $1 million contingent on attorney review of the Club's existing policy. The Board agreed to request a copy of the Club's current insurance policy for their review.

Independent contractor clause: The Board questioned whether Section 10, requiring the use of insured contractors, is legally necessary given that Club members have historically maintained the ramp and grounds themselves. The Board directed the attorney to advise on whether this clause can be removed, noting that applicable county and state permitting requirements would still govern any work requiring licensed contractors.

Termination clause: The Board expressed concern that the draft's 30-day termination notice is insufficient and discussed that termination by the Township should be limited to instances of the Club's breach of the maintenance obligations—not at will. The Board reached general consensus on a 90-day notice period, with an option for shorter termination by mutual agreement of both parties.

Escrow: A majority of the Board supported requiring the Club to maintain a $1,500 escrow balance, with two members supporting collection in three annual installments of $500 each and two members preferring the full $1,500 upfront. The Board also discussed whether the Township should maintain a matching reserve in the general fund or capital fund as a contingency, though no formal action was taken on that question.

Trash pickup, gravel maintenance, and address/contact information in the contract were also noted as items requiring review or correction.

The Board's compiled list of concerns and questions was directed to be forwarded to the Township Attorney for preparation of a revised draft agreement. The Board indicated a preference to vote on the final contract with a full complement of board members and deferred formal action to the November monthly meeting.

PLANNING & ZONING

Proposed Plat of The Preserve at Pine – Minor Plat Request, Matt and April Bischoff

The Board considered a minor plat request from Matt and April Bischoff to create three 2.5-acre lots on a 39.75-acre parcel. The applicant, Matt Bischoff, noted that the Board had previously approved a variance for this development, and that since that approval he had completed wetland delineation, soil borings, and surveys, and was now at the final stage of county approval. He confirmed the three proposed lots each meet the requirements of 40,000 square feet of buildable area, two septic sites each, and 200 feet of frontage on 255th Avenue.

Supervisor Owen, the Township's road authority, noted that a prior question from the county surveyor regarding driveway approval had been resolved, with the county acknowledging that driveway permits are subject to Orrock Township's standards and approval process. No other concerns were raised by the Board.

ROADS & SIGNS

West Eagle Lake Road Improvement Update

Kevin Kruger, the Township Engineer, provided an update on the West Eagle Lake Road improvement project, confirming that the scope of work includes the area highlighted on the project map, extending to 188th Avenue. Utility locating marks (orange) visible in the field were clarified as locate markings only; any Township work markings would be in bright pink. The engineer estimated approximately three to three-and-a-half weeks of work—one week each for pipe work, grading, and curb installation—and expressed confidence the project could be substantially completed before November 1st if mobilization began within the coming week. Discussion also addressed a drainage issue at the northeast curve of 188th and 234th, where a pond-like feature is planned to better manage water runoff. A deep underground structure was not deemed feasible due to the steep grade. The road supervisor indicated he would continue to communicate with the adjacent property owner.

2027 Road Projects – Discussion

Kevin Kruger presented plans for a sealcoating project in 2027, identifying roadway segments to receive their first or second sealcoat application as indicated on the project map. It was noted that no major road reconstruction project is planned for 2027 outside of sealcoating. The Board also identified several roads for future review, including roadways, and discussed beginning engineering and design work in 2027 for a future construction project in the Ann Lake area to allow for proper lead time, neighborhood engagement, and multi-year levy planning.

A motion to authorize the Township Engineer to proceed with bidding for the 2027 sealcoating project was made by Supervisor Owen and seconded by Supervisor Adams. The motion carried unanimously.

Road Sign – Yield to Stop Sign Conversion

Chair Felber reported that during door-knocking outreach, residents in a neighborhood that was expanded approximately 25 years ago raised concerns about the existing yield sign at an intersection where the road was extended, noting that vehicles routinely fail to yield and that the situation has created safety concerns, including for children waiting at a nearby school bus stop. The Board expressed unanimous support for converting the yield sign to a stop sign.

A motion to replace the existing yield sign with a stop sign at the identified intersection was made by Chair Felber and seconded by Supervisor Owen. The motion carried unanimously.

BOARD BUSINESS/UPDATES – COMMITTEE REPORTS

Adams: No report.

Ellinger: No report.

Felber: Chair Felber noted that Sheriff Joel Brott's retirement party is scheduled for October 23rd, noon to 3:00 PM in the Sherburne Co. Government Center, Maple Room, and acknowledged his years of service.

Owen: Reported that Darryl Waletzko, the Township's snow plowing contractor, had flagged the possibility of a fuel surcharge for the upcoming season if fuel prices do not decrease. He also noted that a couple of trees had fallen without apparent weather cause and had been addressed.

Keiderling: No report.

TREASURER BUSINESS

Cash Control Statement and Investment Update – Approve

Kellie McConville, Township Treasurer, presented the current account balances: checking at $108,708.46; debit checking at $1,994.95; money market at $2,242,173.01; CD at $250,000; and 4M Fund at $203,926. Balances were confirmed as reconciled with CTAS. A transfer of $43.03 from checking to the debit card account was requested to bring that balance back to $2,000.

A motion to approve the Cash Control Statement and Investment Update was made by Supervisor Ellinger and seconded by Supervisor Owen. The motion carried unanimously.

Treasurer's Report – Approve

The Treasurer's Report was presented, including a requested transfer of $36,162.07 from the money market to checking to cover outstanding claims, payroll, and checks.

A motion to approve the Treasurer's Report and authorize the requested transfer was made by Supervisor Owen and seconded by Supervisor Ellinger. The motion carried unanimously.

Report of August Sherburne State Bank Securities Pledge Validation – Review

The report was presented for review, showing a total balance of $2,779,605.60 across all funds, with the Township confirmed as holding adequate securities coverage in excess of insurance limits.

Propane Pre-Buy Contract

The Treasurer recommended increasing the propane pre-buy from 450 gallons to 500 gallons for the upcoming season, citing a small credit carryover from the prior year and the desire to ensure adequate coverage given potential price increases.

A motion to authorize the propane pre-buy at 500 gallons was made by Supervisor Adams and seconded by Supervisor Keiderling. The motion carried unanimously.

ANNOUNCEMENTS

The October Board Meeting is scheduled for October 28th at 7:00 PM. Supervisor Keiderling noted he will not be in attendance.

The County State Aid Highway 16 Reconstruction Project Open House will be held at the Orrock Town Hall on September 28th, 4:30 to 6:30 PM, hosted by the Sherburne County General Engineering Department.

The Candidate Forum given by the Big Lake Chamber of Commerce is scheduled for September 24th. An additional candidate forum is scheduled in Becker on September 30th.

The SCAT Meeting will be held on October 21st at the Sherburne County History Center, with dinner at 6:00 PM and the meeting at 7:00 PM.

The Sherburne County Association of Townships will be purchasing a Christmas tree for a county display, with each township contributing ornaments representative of their community. The Board discussed potential themes including Eagle Lake, Ann Lake, and local wildlife. Ornaments are needed by November.

Absentee voting began September 18th; early voting begins October 16th; Election Day at the Town Hall is Tuesday, November 3rd.

The MAT Annual Conference is scheduled for December 10th through 12th.

ADJOURNMENT

A motion to adjourn was made by Supervisor Ellinger and seconded by Supervisor Adams. The motion carried unanimously.

The meeting was adjourned at 9:02PM.

Respectfully Submitted,

Shelley Erickson

Orrock Township Clerk

Accepted on this 28th day of October 2026, by the Orrock Township Board of Supervisors.

_____ Attest: _____

Anne Felber, Chairperson Town Clerk