



REGULAR MONTHLY
MEETING
WEDNESDAY, JUNE 29, 2016 7:00PM

The Orrock Township Board met in regular session, on Wednesday June 29, 2016 at 7:00PM, at the Orrock Town Hall, 26401 – 180th St. NW, Big Lake, Minnesota. The meeting was called to order by Chair Gotzian, at 7:05PM, and the Pledge of Allegiance was recited.

Supervisors Charles Gotzian, Bob Hassett, Eric Peterson and Corrie Silverberg, Treasurer Laura Jones and Clerk Brenda Kimberly-Maas were in attendance. Town Engineer Mike Nielson, a number of residents and observers were also present. Supervisor Bryan Adams was absent.

APPROVAL OF JUNE MEETING AGENDA

Resident Dave Kraal was present and asked to address the Board. He was added to the Agenda as item ‘e’ under New Business and the Liquor License renewal was removed, because the Board does not review liquor license renewals.

Motion/Second to accept the June Agenda with the changes by: Silverberg/Hassett

Approved: Gotzian, Hassett, Peterson and Silverberg

Opposed by: None

Abstaining: None

Motion Prevails

APPROVAL OF MAY REGULAR MEETING MINUTES:

Motion/Second to accept May Regular Meeting Minutes, as presented by: Gotzian/Peterson

Approved: Gotzian, Hassett Peterson and Silverberg

Opposed by: None

Abstaining: Adams

Motion Prevails

NEW BUSINESS:

VARIANCE REVIEW/COMMENTS

Don Fisher, Eagle Lake land owner, was present to ask the Board to review his request for a 35 foot variance to the OHWL of Eagle Lake. Don is building an addition on his existing residence. The addition would be on the northeast side of the home. The addition would not be any closer to the lake, than the existing home. The Board felt the variance was acceptable.

Motion/Second to give favorable comments to allow the variance for Don Fischer by: Gotzian/Silverberg

Approved: Gotzian, Hassett, Peterson and Silverberg

Opposed by: None

Abstaining: None

Motion Prevails

Jack Gracik, Lake Ann land owner, was present to ask the Board to review his variance request for a 5 foot to the property line, to allow for a new septic system upgrade (holding tank). The required setback is 10 feet. Due to the location of the well on the property, there is no other alternative for the holding tank. The Board felt the variance was acceptable.

Motion/Second to give favorable comments for the variance of a five foot setback, from the property for Jack Gracik by: Gotzian/Hassett

Approved: Gotzian, Hassett, Peterson and Silverberg

Opposed by: None

Abstaining: None

Motion Prevails

RAY CLARK – ELLRAY HOMES

Ray Clark was present to address the Board with his concerns over the Letter sent to him, by the Town Attorney, with regard to damages done to the pavement in the cul-de-sac of 187th St. NW in the Thunderbuck Thicket development. Ray felt the road was already in poor shape and the damage was not done by the EllRay's construction crews. The Board pointed out the tracks which led from the lot, across the ditch and onto the pavement where the edge of the road was broken. They also noted the dumpster which was being used to dispose of building materials, had been moved into the cul-de-sac, at some point during construction. Charlie Gotzian had phoned Ray and asked him to have the dumpster removed. Charlie ended up calling Veit to have the dumpster removed from the cul-de-sac, when Ray did not comply with the request. The Board felt the amount of the estimate accurately reflected the cost of repairs needed to fix the damages, as well as cover the cost of the engineering time, legal fees and administration incurred. Mike Nielson, Charlie, Eric and Ray were going to visit the site after the meeting and follow-up with the Board.

TOBACCO LICENSE ANNUAL RENEWAL

The Board reviewed and approved the renewal of Sand Dune Spirits Tobacco License.

Motion/Second to approve the renewal of Sand Dune Spirits Tobacco License by: Silverberg/Adams

Approved: Gotzian, Hassett, Peterson and Silverberg

Opposed by: None

Abstaining: None

Motion Prevails

DAVE KRAAL

Resident Dave Kraal addressed the Board with some concerns about signage and speeds on 189th Ave. NW. Dave noted the 30MPH sign on the northbound lane, was too close to the 189th/CSAH4 intersection and drivers don't have time to see it. He also informed the Board of excessive speed on that road. He had already contacted Sherburne County Sheriff's Department, which had officers posted on the road to stop speeding vehicles. However, the speeding has continued. He suggested the Board consider placing another 30MPH sign on the southbound lane. He also informed the Board of a faded "Children at Play" sign. Mike Nielson reminded the Board of studies showing the "Children at Play" signs to be ineffective. He suggested removing that sign, altogether.

Motion/Second to have Darryl Waletzko remove the "Children at Play" sign, move the 30MPH sign for northbound traffic, further from the CSAH4 intersection and install an additional 30MPH sign for southbound traffic by: Gotzian/Silverberg

Approved: Gotzian, Hassett, Peterson and Silverberg

Opposed by: None

Abstaining: None

Motion Prevails

REQUEST FOR EQUIPMENT, CONSUMABLES AND ASSISTANCE

Brenda requested the Board allow her funds to purchase supplies for the Town Hall. The items for which she was requesting funds: hose(s), weed killer, weed whip, siding cleaner, extra mower blades, flag, treated lumber to fix railings. She also asked for help with some of the maintenance needed to be completed at the Hall, like: removing shrubs, trimming trees, fixing railings, relining parking lot, grading and/or adding material to open lot for additional parking. The Board felt the items and request for help were acceptable and asked Darryl if he could assist. Darryl and Brenda will work to schedule time to make repairs and complete maintenance items. The Board asked if \$750 would be enough to cover his costs as well as the cost of the items needed. Both Darryl and Brenda felt \$750 would be a reasonable budget.

Motion/Second to have Darryl Waletzko help Brenda with maintenance items and allot up to \$750 for merchandise and handy man time by: Peterson/Silverberg

Approved: Gotzian, Hassett, Peterson and Silverberg

Opposed by: None

Abstaining: None

Motion Prevails.

Laura suggested the Board authorize a debit card be issued to Brenda, so she could make these and other Township needed purchases. Currently only Laura has a debit card. Brenda noted it would simplify the task of purchasing necessary items, if she had a debit card.

Motion/Second authorizing another debit card be issued to Brenda by: Gotzian/Hassett

Approved: Gotzian, Hassett, Peterson and Silverberg
Opposed by: None
Abstaining: None
Motion Prevails.

ROADS

REGULATORY SIGNS

The Board was presented with a quote from M & R Signs for replacement regulatory signs. Brenda had been in contact with Gopher Signs, several times, looking to get quotes. However, she had not been sent a quote by the time of the meeting. The quote from M&R gave pricing for High Intensity Prismatic (HIP) and Diamond Grade (DG3) reflective material. Mike Nielson recommended the Board purchase HIP for most of the regulatory signs and DG3 for "STOP" signs. The total amount for signs scheduled for replacement in 2016 (with hardware and posts where needed), Temporary Cul De Sac sign, for Mystic Ridge and Handicap Parking signs: HIP - \$ 946.33, DG3 -\$1,462.54.

Motion/Second authorizing the purchase of 2016 replacement signs, Temporary Cul De Sac and Handicap Parking signs, made with HIP reflectivity material by: Silverberg/Peterson

Approved: Gotzian, Hassett, Peterson and Silverberg
Opposed by: None
Abstaining: None
Motion Prevails.

2016 TREE TRIMMING:

Bryan Adams was absent.

FOLLOW UP IN JULY.

WASTE HAULING: The Q/A meeting will be on Tuesday July 19, 2016. It will be an open house style meeting and will run from 6PM – 8PM. Brenda asked if the Board wished to have postcards, similar to the Clean Up day postcards, sent to Orrock residents. The Board felt this would be the best way to ensure residents were informed about the meeting. The estimate to have the postcards printed and sent was \$650. Corrie would have the postcard design done and send it to Brenda, for printing to be done at Monti Printing. /discussed at the June meeting.

Motion/Second to have postcards printed and mailed to Orrock residents, announcing the Q/A open house for single hauler trash collection on July 19, 2016 from 6PM – 8PM by: Gotzian/Peterson

Approved: Gotzian, Hassett, Peterson and Silverberg
Opposed by: None
Abstaining: None
Motion Prevails

243RD AVE. PROJECT – FINAL OVERLAY/LIFT:

Mike Neilson addressed the Board on the matter of the overlay portion of the 243rd Ave. project. He apologized to the Board for a missed communication. When the Board approved the Base bid and Alternate #1 for 243rd, there was additional conversation of having the final lift be laid over the roadway and shoulders. As well as widening the road in certain areas. Jeff Row had spoken to Bob, Hardrives project Superintendent, about this possibility. Bob told Jeff that Hardrives could do the work. But the company would not guarantee the two foot would stay intact. Jeff stated to widen the road would require filling out into the wetlands. Mike was not sure where the communication broke down prior to Jeff Row's departure from WSB. In the meantime the wear course was laid on 243rd Ave. without the change order and adding the bituminous to the shoulder now would create a weak point in the asphalt. Mike apologized for the communication error, but he noted, WSB would not have recommended the change order, if it had been written, due to the uncertainty of the road's stability. Hardrives submitted a quote to overlay the shoulders, in case the Board wished to add the bituminous to them. Hardrives would not warranty the addition of bituminous to the shoulders, because a fault area on the shoulder would result from the laying of hot bituminous next to the already placed wear course. The Board was not ready to take action. Instead, the Board called for a Special Meeting to be held on July 19, 2016 at 5PM, review the information.

SPECIAL MEETING CALLED TO BE HELD ON 7/19/2016 AT 5:00PM.

POT HOLE REPAIRS:

Charlie addressed the Board with information on the sixteen potholes which were patched by Erickson's Asphalt in 2015. He stated the patches held up well through the winter. He noted there are a number of new areas which need to be addressed in 2016. The cost to repair holes was \$118 - \$150 in 2015. He felt the cost to make the needed repairs in 2016

would run roughly \$2400. Bob commented he would like to see some base material laid in the deeper potholes, prior to the infra-red patch. Charlie also noted there was damage to the edge of a road, where it appears heavy trucks, possibly garbage trucks, were running off the edge of the road. This would also be repaired by Erickson's. The Board agreed the potholes and road edges need to be repaired and felt they should get on Erickson's 2016 infra-red repair schedule.

Motion/Second up to \$3000 allowance to make necessary pothole and road edge repairs, utilizing Erickson's Asphalt, infra-red patching services by: Hassett/Gotzian

Approved: APPROVED: GOTZIAN Gotzian, Hassett, Peterson and Silverberg

Opposed by: None

Abstaining: None

Motion Prevails

255TH DAMAGES/RETURN OF ESCROW TO SYLVAN:

Darryl and Mike had inspected 255th Ave. NW, to see if any damages to the road were made by Sylvan's logging trucks. They felt there were no additional damages caused by the logging trucks. Darryl did inform the Board there was a lot of debris on the end of 255th Ave. NW, which had fallen off of the trucks as they entered the roadway from the USFWS land. He suggested the area be cleared of the debris before releasing the escrow check to Sylvan.

Motion/Second to release Sylvan's escrow check, after the debris was cleared and the area inspected by Township personnel by: Peterson/Silverberg

Approved: Gotzian, Hassett, Peterson and Silverberg

Opposed by: None

Abstaining: None

Motion Prevails

GRAVEL ROAD CONDITIONS:

The gravel roads in the Township are in need of grading. Charlie felt having Rusty run the road grader in July would be in order.

Motion/Second to have Rusty grade the gravel roads in July by: Gotzian/Hassett

Approved: Gotzian, Hassett, Peterson and Silverberg

Opposed by: None

Abstaining: None

Motion Prevails

DRAINAGE POND ON 188TH ST. NW:

The area is still very wet and it is unclear if the Township needs to apply for a permit to clean the silt out of the pond. Brenda will send Mike the information on file from Sherburne County, which recognizes the pond as a wetland. Mike will follow-up with the Board on the need to get a permit to clean the pond.

FOLLOW UP IN JULY

MYSTIC RIDGE:

Mike Neilson informed the Board that waiting to lay the wear course in Mystic Ridge should be contingent on the escrow expiration. Brenda will look up the expiration of the escrow and report to the Board.

FOLLOW UP IN JULY.

OLD BUSINESS

DRIVEWAY PERMIT ORDINANCE & FEE SCHEDULE:

Brenda informed the Board of the current fees received for certain services:

- Property Assessment Search - \$25 and Self-Addressed Stamped Envelope, if a hard copy is required.
- Utility Right Of Way Obstruction Permit - \$100.
- Driveway/Access Permit - \$200.

The Board considered the current fees and opened discussion on any changes. Mike suggested the Driveway/Access fee be increased to \$250. He suggested the increase because prior to Jeff Row's departure from WSB, he would inspect the applicant on his commute. Now an engineer must make a special trip to do the inspection. The Board agreed with this increase. Eric questioned if the Property Assessment Search should be increased to cover the Clerk's time. Brenda informed the Board she is able to perform the searches in a timely fashion, where an increase is not needed to cover the Town's cost.

Motion/Second to set the fee schedule as follows:

- Property Assessment Search - \$25 and Self-Addressed Stamped Envelope, if a hard copy is required.
- Utility Right Of Way Obstruction Permit - \$100.
- Driveway/Access Permit - \$250.

by: Silverberg/Peterson

Approved: Gotzian, Hassett, Peterson and Silverberg

Opposed by: None

Abstaining: None

Motion Prevails

Mike requested an electronic copy of the Driveway Ordinance, to review and make revisions, if necessary.
 DRIVEWAY ORDINANCE TABLED UNTIL JULY MEETING.

DRIVEWAY ACCESS PERMIT:

Mike addressed the Board with the consideration of an additional driveway request from the residents of 17085 262nd Ave. NW. The Board felt they needed more information and time to review the request. This item was added to the Special Meeting, to be held on 7/19/2016 at 5PM.

TABLED TO THE SPECIAL MEETING ON 7/19/2016 AT 7:00PM.

DRAINAGE CONCERN ON 233RD AVE NW:

Mike addressed the Board about a concern made to Jack Nelson, WSB engineer, by a resident living at 18627 233rd Ave. NW. Brenda looked up the address and informed the Board it was the same concern which was presented to them during the April 2016 Meeting by Kurt Timm. At that meeting, the Board informed Kurt there would be no action by the Board to change the manner in which water ran off of 233rd Ave. NW. And he would need to address the flooding of his basement by changing the elevation(s) of the ground on his parcel.

NO FUTHER ACTION TAKEN

MINIMUM MAINTENANCE DECLARATION 253RD AVE NW:

The Board requested additional information from Bob Ruppe on making the portion of 253rd running east from 180th St. NW into the DNR road system, a minimum maintenance road. More information will be gathered and presented at the July Meeting.

Motion/Second to have counsel contacted to have the options of changing the status of 253rd Ave. NW from standard road to a minimum maintenance road or vacating it by: Gotzian/Peterson

Approved: Gotzian, Hassett, Peterson and Silverberg

Opposed by: None

Abstaining: None

Motion Prevails

TREASURER'S BUSINESS

APPROVAL OF CONSENT AGENDA

Laura had added the two items to the claims listing. Gopher feet payment, for feet received prior to the meeting and Office Max reimbursement to Brenda.

Motion/Second to approve the modified June Consent Agenda with the addition of the gopher feet claim and Office Max reimbursement by: Silverberg/Peterson

Approved: Gotzian, Hassett, Peterson and Silverberg

Opposed: None

Abstaining: None

Motion Prevails

Brenda informed the Board she had not yet received the information from Craig Hillburn (animal control) for the individuals who would not relinquish the dogs, reported on his May claim.

FOLLOW UP IN JULY.

TREASURER'S REPORT

Treasurer Jones reported the fund Balances as of May 31, 2016:

General Fund: \$ 17,461.83

Road & Bridge: \$ 418,332.82

Fire: \$26,830.57

Capital Reserve: \$139,255.43

Escrows:

Heritage Hills: \$0	Pine Cone: \$1,066.25
Woodlands of Livonia: \$4,653.75	Savannah Meadows: \$6,612.61
Shores of Eagle Lake: \$95,567.19	Woods of Eagle Lake: \$506.82
Pine Point: \$4,500.00	Lonesome Oak: \$500.00
Thunderbuck: \$4,182.50	Horseshoe Estates: \$20,700.00
Timberquest: \$20,160.00	Deer Crossing: \$1,000.00
Donahue Estates: \$3,161.25	Jacob's Ridge: <\$11.25>
Harmony Village: \$0.00	Mystic Ridge: \$10,2000.00

Motion/Second to accept the Treasurer's Report date ending 5/31/2016 by: Peterson/Hassett

Approved: Gotzian, Hassett, Peterson and Silverberg

Opposed: None

Abstaining: None

Motion Prevails

ANNOUNCEMENTS

Bob made several reports. There had been a stakeholders meeting of the Concerned Citizens for Sand Dunes State Forest meeting, on June 25th. The DNR logging contracts will be finished and regular scheduled maintenance of the forest will continue. John Korzeniowski-DNR and Steve Karel-USFWS have been in contact to investigate some common accesses, for USFWS and DNR lands.

The DNR plan for the Sandunes State Forest will change. How is yet to be determined.

LAST CALL FOR BUSINESS

Darryl inquired about a street on the east side of Lake Ann, which appears to be a private, shared driveway. Brenda informed the Board it is on the books as a road. Further research on it needs to be done to find out if it is one the Town should consider to return to the landowners. Charlie will ask Bob Ruppe about it when he calls on other matters.

ADJOURNMENT

Motion/Second to adjourn the June Monthly Meeting at 8:37PM, on Wednesday, June 27, 2016:

Gotzian/Hassett

Approved: Gotzian, Hassett, Peterson and Silverberg

Abstaining: None

Opposed: None

Motion Prevails adjourning the June Monthly Meeting, on Wednesday, June 27, 2016 at 8:37PM.

Respectfully Submitted,
Brenda Kimberly-Maas
Orrock Township Clerk

Accepted this 27th day of July, 2016, by the Orrock Township Board of Supervisors.

Chairperson

Attest: _____
Town Clerk