



REGULAR MONTHLY
MEETING
WEDNESDAY, JULY 27, 2016 7:00PM

The Orrock Township Board met in regular session, on Wednesday July 27, 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 7:00PM, and the Pledge of Allegiance was recited.

Supervisors Bryan Adams, 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.

APPROVAL OF JULY MEETING AGENDA

Changes requested to agenda. Added under New Business: Tim Swanson. Added under Roads: DNR Roads, Mowing and Grading. Added under Old Business: Trash Hauling. Move Drainage Pond on 188th to first item under New Business.

Motion/Second to accept the July Agenda with changes by: Peterson/Adams

Approved: Adams, Gotzian, Hassett, Peterson and Silverberg

Opposed by: None

Abstaining: None

Motion Prevails

APPROVAL OF JUNE REGULAR MEETING MINUTES:

Motion/Second to accept June Regular Meeting Minutes, as presented by: Peterson/Hassett

Approved: Adams, Gotzian, Hassett Peterson and Silverberg

Opposed by: None

Abstaining: None

Motion Prevails

APPROVAL OF JULY SPECIAL MEETING MINUTES:

Motion/Second to accept July Special Meeting Minutes, as presented by: Adams/Peterson

Approved: Adams, Gotzian, Hassett Peterson and Silverberg

Opposed by: None

Abstaining: None

Motion Prevails

RATIFY 09/16/15 SPECIAL MEETING MINUTES REVISION:

The previously approved and recorded Special Meeting Minutes from 09/16/2015 were revised by Clerk to reflect the correct dollar amount of the bid made by Park Construction, for Alternate #1.

Motion/Second to ratify revision made to September 16, 2015 Special Meeting Minutes, by:

Silverberg/Gotzian

Approved: Adams, Gotzian, Hassett Peterson and Silverberg

Opposed by: None

Abstaining: None

Motion Prevails

SHERIFF'S REPORT:

Commander Steve Doran was present to give the Board the Department's report. In the month of July there were 161 ICRs (calls for service). Of those calls 2 assaults, 6 emergency/medical calls, 73 motor vehicle stops. Cmdr. Doran invited the Board to experience the Sheriff's MILO use of force training device. Interested members should contact the Department to schedule, if interested.

NEW BUSINESS:

DRAINAGE POND ON 188TH ST. NW

Mike Nielson reported the Town only needs a permit if the pond is to be enlarged or modified in any way. Cleaning of the pond will be placed on annual maintenance schedule.

BIG LAKE COMPOST FACILITY

Deb Wegeleben, City of Big Lake, was present to address the Board on changes/upgrades being made at the compost facility in Big Lake. There will be considerable costs to make the upgrades. The facility is used by residents of the City of Big Lake, Big Lake Township and by Orrock Township (3.75%). Businesses pay a fee to use the facility. All three entities are reviewing the possibility of adding a portion of the cost. The City asked the Board for their consideration of a cost share amount of \$7,543.81. The Board will review the plan and reply on their decision.

TABLED UNTIL RECONVENTION OF ANNUAL MEETING

SIMPLE REPLAT – HIDDEN PONDS SECOND ADD'N

Jeremy Barthel was present to address the Board with his need to have the current Drainage and Utility Easement vacated to allow for the replat. Mike Nielson placed a work order with Gopher One Call to have the locate of utility lines done. If there are no concerns with utilities, Jeremy can proceed with the vacation process. Jeremy was informed there are attorney and engineering costs to perform the vacation, that he will be responsible for those costs and brought a cashier's check to be placed in escrow. He will be billed for any costs incurred by the Town, beyond the escrow provided. Any funds remaining in the escrow, will be returned to Jeremy.

Motion/Second to give favorable comments for accepting the property line change and simple replat of Hidden Ponds Second Addition, contingent on the findings of Gopher State by: Gotzian/Hassett
Approved: Adams, Gotzian, Hassett, Peterson and Silverberg
Opposed by: None
Abstaining: None
Motion Prevails

JACK GRACIK – ANN LAKE SEPTIC ENCROACHMENT

John Gracik addressed the Board asking to be allowed to encroach into the ROW for the placement of a new septic system with a larger tank. The tank will be underneath the surface of the ROW. The Board reviewed the plans and felt it was appropriate to enter into an agreement. One additional item the Board wanted to have in the agreement is if any damage is done to the road way during construction, it will be paid by Jack.

Motion/Second to approve and enter into the Encroachment Agreement with Jack Gracik with his understanding any damage done to the roadway during construction – including undermining, will be corrected and paid for by Jack Gracik by: Gotzian/Silverberg
Approved: Adams, Gotzian, Hassett, Peterson and Silverberg
Opposed by: None
Abstaining: None
Motion Prevails

BACKWOODS DRIVEWAY

Bryan Adams informed the Board of a driveway which was installed without a permit. Bryan's was concerned if the driveway should be removed. The Board requested Mike Nielson look at it and report back in August.

TABLED UNTIL AUGUST

KWIK TRIP FLEET ACCOUNT

An offer to have a fleet account with Big Lake, Kwik Trip was presented to the Board, for consideration. The Board wishes to keep their business local and declined the offer.

RESIDENT INQUIRY FOR COMCAST SERVICE

Board members had been contacted by a resident who requested the Board look into inviting Comcast to provide service within Orrock Township. Discussion was made.

NO FURTHER ACTION TO BE TAKEN BY THE BOARD

ELECTION JUDGE ACCEPTANCE/APPOINTMENT

Trained Election Judges Chris Chudy, Roxie Chudy, Jim Jones, Brenda Kimberly-Maas, Bob Kjellberg, Nancy Kjellberg, Dorothy Meyers, Kathy Pruchnicki, Kari Silverberg and Linda Talonen were presented for appointment as Primary Election Judges.

Motion/Second Appointing the aforementioned judges to serve during the Primary Elections by:

Gotzian/Hassett

Approved: Adams, Gotzian, Hassett and Peterson

Opposed by: None

Abstaining: Silverberg

Motion Prevails

DRIVEWAY PLACEMENT –HERITAGE TRAILS 2ND ADD’N

Ken Geroux was present to address the Board. He is building a home in Heritage Trails 2nd addition. His customer would like to use the platted but unused portion of 246th Ave. NW as his driveway. The customer understands that the maintenance of the section of 246th Ave. NW being used exclusively to access his property, would be the owner’s responsibility. The outlot on the other side of the road is owned by the developer, Bev Aubol. She has no concerns with the proposal. Mike has some concerns with emergency access to the home and with drainage. The Board directed Brenda to inquire with Bob Ruppe for advisement.

TABLED UNTIL AUGUST

JIM SWANSON – NO OUTLET SIGN FOR 232ND AVE NW – BIG EAGLE LAKE

Jim asked the Board to consider placing a NO OUTLET sign at the intersection of 189th St. and 232nd Ave. Darryl will look at where the current sign is located and move it as needed.

ROADS

189TH ST. SIGNS

Darryl informed the Board he had taken care of the sign concerns on 189th St. NW, brought to the Board in June.

2016 TREE TRIMMING:

Bryan Adams presented the specifications for fall 2016 trimming. The Board reviewed the information. There are 40 trees in the Big Eagle Lake area and 20 in the Lake Ann area, which have been marked for removal. Bryan recommended the annual budget for trimming be set between \$20,000 and \$30,000. Bryan recommended authorization for advertisement for trimming quotes for the specifications presented.

Motion second authorizing the placement of advertisement to accept trimming quotes based on the specifications presented by: Adams/Hassett.

Approved: Adams, Gotzian, Hassett, Peterson and Silverberg

Opposed by: None

Abstaining: None

Motion Prevails

BIG EAGLE LAKE - 232ND AVE. SEDIMENT CONTROL:

Bryan informed the Board he had spoken with SCSWCD and learned engineering costs are 100% reimbursable by grant money. Actual work to install a sediment control device is reimbursed at 75%. Bryan will find out if WSB is or can be included as a certified firm for this work. He will also request quotes from the engineering firms of Bogart-Peterson and Oliver Associates. If WSB can be approved as a certified firm, they will also place a quote for consideration.

Motion/Second to obtain quotes from Bogart-Peterson, Oliver & Associates and WSB, contingent on their approval by SCSWCD, for a sediment removal system on Big Eagle Lake at 232nd Ave. NW by:

Adams/Silverberg

Approved: Adams, Gotzian, Hassett, Peterson and Silverberg

Opposed by: None

Abstaining: None

Motion Prevails

RATIFY DECISION TO HAVE RAY CLARK MAKE REPAIRS TO 187TH ST. NW:

Charlie and Mike Neilson addressed the Board on the matter of having the repairs on 187th St. NW be done by Ray Clark, EllaRay homes. A verbal agreement was made between Mr. Clark, Charlie, Eric and Mike after the June meeting. Mike has left messages for Ray Clark, but has yet to be able to make contact with him. The suggestion to have a binding letter/contract be drafted by Bob Ruppe, was made. Mike has more knowledge of the verbal agreement and is a better person to contact Bob Ruppe.

Motion/Second to allow Mike Nielson contact Bob Ruppe on the need to have a contract or binding agreement with Ray Clark to make repairs to damage done on 187th St. NW by: Silverberg/Adams

Approved: Adams, Gotzian, Hassett, Peterson and Silverberg

Opposed by: None

Abstaining: None

243RD AVE COMPLETION:

Mike Neilson addressed the Board on the matter of the completion of 243rd Ave. NW. He contacted the contractor requesting they put it on their schedule. When they have the shouldering work scheduled, they will contact Mike. Mike had a pay estimate which was sent to Hardrives. for the remainder of the invoice had also been submitted by Hardrives. Certified work to date the cost of the work has been \$170,869.89. We have paid \$162,326.40 and \$73,746.06 is the amount on the claim he presented to the Board.

Motion/Second to pay the Hardrives claim of \$\$73,746.06 by: Adams/Gotzian

Approved: Adams, Gotzian, Hassett, Peterson and Silverberg

Opposed by: None

Abstaining: None

2016 OVERLAY PROJECT:

Mike Neilson presented the Board with a partial payment claim for the 2016 overlay project. The payment had a 10% retainer, due to the quality of the work. The Board discussed the claim and asked if there was any response from Park on a plan to correct the concern of the bumps in the overlay. Mike has heard nothing from Park. Several options of payment were discussed. Mike recommended the Board pay at minimum 50% or \$150,000.00, so Park could pay their vendors. Mike has not seen this issue in his 30 years of working in the engineering field. Mike is also waiting to hear from the Asphalt Paving Association.

Motion/Second to withhold all payment to Park until a plan to resolve the bump concern is addressed by: Silverberg/Hassett

Approved: Adams, Gotzian, Hassett, Peterson and Silverberg

Opposed by: None

Abstaining: None

POT HOLE REPAIRS:

Charlie addressed the Board requesting additional funds for pothole filling, because the cost to repair the current potholes is more than was approved in June.

Motion/Second to increase the allowance for pothole and road edge repairs to \$4630, utilizing Erickson's Asphalt, infra-red patching services by: Adams/Peterson

Approved: Adams, Gotzian, Hassett, Peterson and Silverberg

Opposed by: None

Abstaining: None

Motion Prevails

EFL FLAP GRANT OPPORTUNITY:

Mike presented the Federal Grant opportunity and will follow up with the Board on the cost to apply/write a grant. There is a \$750,000 minimum to apply for the grant.

TABLED UNTIL AUGUST

253RD AVE. NW OPTIONS

Brenda presented the options available for the portion lying east of 180th St. NW. Minimum maintenance is not an option. It could be vacated or the Board can adopt a resolution to close the section during the winter months. The Board felt this should be discussed during the Annual Meeting.

Motion/Second to have Brenda draft a Winter Closure Resolution for the section of 253rd lying east of 180th to the State Forest Road for the August meeting by: Silverberg/Peterson

Approved: Adams, Gotzian, Hassett, Peterson and Silverberg

Opposed by: None

Abstaining: None

Motion Prevails

MYSTIC RIDGE ESCROW:

Mike Neilson informed the Board that waiting to lay the wear course in Mystic Ridge should be contingent on the escrow expiration. For the record, Mystic Ridge Escrow expires on March 17 2018.

DNR ROADS UPDATE

The DNR is working to create their own roads to county roads for timber harvest. DNR is also working with USFWS to build other roads. The Board feels they need make some decisions on 233rd Ave. and what the Town should continue to maintain.

GRADING

Approval to have the aggregate roads graded was given in June. Charlie will call Rusty and get the aggregate roads graded.

OLD BUSINESS

DRIVEWAY PERMIT ORDINANCE & FEE SCHEDULE:

Mike made revisions to the Driveway Ordinance. One change was on the size and depth of the rock. His other question was on the escrow language. Should the Board wish to keep the escrow language, the fee needs to be added to the Fee Schedule. Another suggestion was to only allow for one access to a parcel, unless Board approval is given. Brenda noted the Town could have the requirement of either a permit or waiver be filed when a landowner files for a building permit at the county. The Board felt the Escrow is needed, set it at \$3000.00 with additional money be collected as needed.

Motion/Second to adopt language waiver/permit when pulling a building permit by: Silverberg/Adams

Approved: Adams, Gotzian, Hassett, Peterson and Silverberg

Opposed by: None

Abstaining: None

Motion Prevails

Motion/Second to keep the escrow language and add it to the fee schedule by: Peterson/Hassett

Approved: Adams, Gotzian, Hassett, Peterson and Silverberg

Opposed by: None

Abstaining: None

Motion Prevails

EXCAVATION PERMIT FEE

Mike clarified this fee is for utility excavation in the ROW maintenance ordinance. Mike clarified

NO FURTHER ACTION

ANIMAL CONTROL COSTS FROM MAY

The had Board requested additional information from Craig on the relinquishing of animals after he had been called to pick up dogs. He sent the information to the Board. The Board felt the cost to pursue collection from these people would be greater than the cost of the Animal Control bill.

NO FURTHER ACTION

TRASH HAULING

Corrie addressed the Board with information from the open forum meeting held to answer the resident's questions about the research done on trash hauling. He felt the meeting went well. He requested he be the main contact for future

inquiries from residents. He also asked the Board for approval to allow Gary Goldsmith and himself a meeting with Bob Ruppe.

Motion/Second to allow Corrie and Gary Goldsmith to meet with Bob Ruppe to discuss the statutes governing the movement to a single trash hauling system by: Gotzian/Hassett
Approved: Adams, Gotzian, Hassett, Peterson and Silverberg
Opposed by: None
Abstaining: None
Motion Prevails

TREASURER'S BUSINESS

APPROVAL OF CONSENT AGENDA

Laura had added Connexus and Windstream to the claims listing.

Motion/Second to approve the modified July Consent Agenda by: Gotzian/Silverberg
Approved: Adams, Gotzian, Hassett, Peterson and Silverberg
Opposed: None
Abstaining: None
Motion Prevails

TREASURER'S REPORT

Treasurer Jones reported the fund Balances as of June 30, 2016:

General Fund: \$ 57,374.88	Road & Bridge: \$ 590,215.28
Fire: \$56,330.44	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: \$1485.50

Motion/Second to accept the Treasurer's Report date ending 6/30/2016 by: Gotzian/Silverberg
Approved: Adams, Gotzian, Hassett, Peterson and Silverberg
Opposed: None
Abstaining: None
Motion Prevails

Laura informed the Board there will be a shortage in the Mystic Ridge Escrow, after the WSB invoice received today, is paid. She and Mike estimated an additional \$3000.00 should be requested to replenish the fund to cover future costs.

Bob Ruppe will be contacted to have a letter written to Mystic Ridge developer, Greg Wersal.

ANNOUNCEMENTS

Primary Elections to be held on Tuesday August 9, 2016. Polls will be open from 7:00AM until 8:00PM

Bob requested some links to DNR information be placed on the Township's website.

Darryl noted the shouldering done as part of the 2016 overlay project, have created some areas which have very steep drop-offs. He will take note of those areas when he performs the fall mowing and report back to the Board.

ADJOURNMENT

Motion/Second to adjourn the July Monthly Meeting at 8:53PM, on Wednesday, July 27, 2016 by: Silverberg/Gotzian
Approved: Adams, Gotzian, Hassett, Peterson and Silverberg
Abstaining: None
Opposed: None
Motion Prevails adjourning the July Monthly Meeting, on Wednesday, June 27, 2016 at 8:53PM.

Respectfully Submitted,
Brenda Kimberly-Maas
Orrock Township Clerk

Accepted this 31st day of August, 2016, by the Orrock Township Board of Supervisors.

Chairperson

Attest: _____
Town Clerk