

Oronoco Town Board  
Monthly Meeting Minutes  
October 14, 2024

Minutes of the regularly scheduled meeting of the Oronoco Town Board held on **Monday, October 14, 2024** at 5:30p.m. at the Oronoco Community Center, located at 115 Second Street SW, Oronoco, Minnesota.

Supervisor Ken Mergen called the meeting to order at 5:30pm.

**Pledge of Allegiance**

**The agenda was accepted as presented with the addition of Dewitz, shoreland permit.**

**Uncle John's Liquor License**

**There was a motion made by Supervisor Mergen to approve Uncle John's Liquor License, second by Supervisor Matzke. The motion passed unanimously.**

**New Zoning District**

Supervisor Matzke stated that OTPAC is looking at developing a River Conservation District. Jered, TCPA, suggested to OTPAC a meeting with Bolton & Menk. OTPAC Commissioner Paige Collins and Supervisor Matzke met with Bolton & Menk.

Bolton and Menk understand the topography of the area and have experience in creating special natural districts that allow development.

Supervisor Matzke asked the Board to approve the estimate received from Bolton and Menk for creating a complete overlay zone within the current ordinance.

**There was a motion made by Supervisor Johanningmeier to approve \$15,000, for Bolton & Menk, for a complete overlay zone within the current ordinance, including a 10 percent buffer for additional expenses, seconded by Supervisor Mergen. The motion was carried unanimously.**

**Dewitz Shoreland Permit**

Olmsted County has approved the shoreland permit with the recommendation that the building permit not be issued until the lot lines of the property can be identified.

Supervisor Mergen stated that the road needs to be vacated by Oronoco Township. Supervisor Mergen suggested that the building permit be issued once the property lines can be verified.

**There was a motion made by Supervisor Mergen to vacate the westerly, approximately 425 feet, of 125<sup>th</sup> St NE, with survey and filing costs to fall on to the two property owners, Dewitz and Schuller, seconded by Supervisor Matzke. The motion was carried unanimously.**

**There was a motion made by Supervisor Johanningmeier to approve the building permit for Dewitz, once ownership of the property can be satisfied, seconded by Supervisor Matzke. The motion was carried unanimously.**

Supervisor Johanningmeier will contact Jered at TCPA to begin work vacating the road and confirm that the Town Board has approved the building permit for Dewitz once ownership of property can be satisfied.

## **Road Report**

### **Sattre Road**

Supervisor Mergen stated that work on Sattre Road is not yet complete, it will be started soon.

### **Temporary Road Closure on 125<sup>th</sup> St**

Clerk Schroeder will send a letter or email to residents and response teams about the temporary road closure on the East end of 125<sup>th</sup> Street NW. The closure will begin December 1, 2024 and reopen March 30, 2025.

**There was a motion made by Supervisor Matzke to approve the temporary closure of the East end of 125<sup>th</sup> St, beginning December 1, 2024 and opening March 30, 2025, second by Supervisor Mergen. The motion carried unanimously.**

### **Road Mileage Certification**

Supervisor Mergen stated that Boelter Estates Drive, Boelter Estates Lane, Miller Place (Aspen Ridge), 40<sup>th</sup> Ave and 77<sup>th</sup> St need to be added to the road mileage certification. Supervisor Mergen will contact Olmsted County Public Works to get these roads added.

**There was a motion made by Supervisor Mergen to approve the road mileage certification with the additions of Boelter Estates Drive, Boelter Estates Lane, Miller Place (Aspen Ridge), 40<sup>th</sup> Ave and 77<sup>th</sup> St, seconded by Supervisor Matzke. The motion was carried unanimously.**

### **Cedar Beach Septic Operation & Maintenance (O&M) Assessment**

Cedar Beach community septic serves 23 parcels. The board increased the assessment by three percent last year, 2023, from \$475 to \$489.25. Treasure Lind stated that the expense for Peoples Energy, from October 2023-September 2024, was \$2,050.70. The invoices from Gopher Septic, from October 2023-September 2024, are \$9,234.54. Treasurer Lind recommended no increase to Cedar Beach Septic Assessment.

**There was a motion made by Supervisor Mergen to keep Cedar Beach septic assessment at \$489.25, seconded by Supervisor Matzke. The motion carried unanimously.**

**King’s Park Septic Operation & Maintenance (O&M) Assessment**

King’s Park community septic serves 14 parcels. Each parcel has been assessed \$425/yr since the systems inception. Treasure Lind stated that the expense for Peoples Energy, from October 2023-September 2024, was \$648.45. The invoices from Gopher Septic, from October 2023-September 2024, are \$2,060.00, with \$680 being mowing of the septic area. Treasurer Lind recommended no increase to the King’s Park Septic Assessment.

**There was a motion made by Supervisor Mergen to keep the King’s Park septic assessment at \$425/yr, seconded by Supervisor Matzke. The motion carried unanimously.**

**Intent to Register Cannabis Businesses**

Supervisor Johanningmeier attended the meeting at Olmsted County, October 3, 2024, for considerations for cities and townships regarding local regulation of adult use cannabis. Supervisor Johanningmeier would like to delegate registration responsibility to Olmsted County.

**There was a motion made by Supervisor Mergen to delegate registration responsibility for cannabis businesses to Olmsted County, seconded by Supervisor Matzke. The motion was carried unanimously.**

**Suburban Development, Edge Growth and Urban Service Area**

Supervisor Johanningmeier attended the Urban Service Area meeting on October 3, 2024. Urban service area is a specific county land use plan designation. Cities and the land around cities planned for municipal service extension within the next 25-50 years, allowing for orderly and efficient urban growth.

**Snowplowing and Electric Agreement with the City of Oronoco**

Supervisor Matzke spoke with Attorney Ruppe about the invoice for lighting with the City of Oronoco, there is not contract for this. Supervisor Mergen is working with Jason Ottman for the snowplowing, this will be added to the agenda for November 13, 2024.

**Supervisor Mergen made a motion to pay \$200 to the City of Oronoco, in good faith, for the electric, the Township will back out of any agreement with the City of Oronoco, seconded by Supervisor Johanningmeier. The motion was carried unanimously.**

**County Absentee Voting Administration Agreement for Township Elections, Resolution 2024-09**

**There was a motion made by Supervisor Matzke to approve Resolution 2024-09, County Absentee Voting Administration Agreement for Township Elections, seconded by Supervisor Johanningmeier. The motion was carried unanimously.**

**Voting Operations, Technology, & Election Resources (voter) Account Agreement, Resolution 2024-10**

The Township has declined the funds in the past, these are yearly distributions. Between the City and Township, it is \$844.32 that could be directed toward the Elections Administrations salary. The report would be the responsibility of the election's administrator.

Clerk Schroeder and Treasurer Lind would need to establish a VOTER (name of program) CTAS account for these monies to be deposited into, as they are funds dedicated to election support.

**There was a motion made by Supervisor Mergen to sign Resolution 2024-10, Voting Operations, Technology, & Election Resources (voter) Account Agreement, disagreeing to allow Olmsted County to annually retain all voter account funds received, seconded by Supervisor Matzke. The motion was carried unanimously.**

**T & M Properties**

Supervisor Matzke stated that T&M Properties are still not in compliance with the CUP. The grading plan should be reviewed by Olmsted County.

**Minutes Approval**

**There was a motion by Supervisor Johanningmeier to approve the minutes for September 9, 2024, monthly meeting, seconded by Supervisor Matzke. Supervisor Mergen abstained from vote as he was absent September 9, 2024. The motion was carried by Supervisors Matzke and Johanningmeier.**

**Treasurer's Report-Brandi Lind**

The YTD Statement of Receipts, Disbursements and Balances as of September 30, 2024 shows: receipts \$586,986.74, disbursements \$967,893.87 with an ending balance of \$1,429,249.37.

Treasurer Lind contacted Ameriprise to move \$4,500, voted on September 9, 2024, from the Ameriprise cash reserve fund to the Fidelity Money Market account. There has to be \$1,000 left in the account. The recommendation by Ameriprise was to move \$3,500 Ameriprise cash reserve fund to the Fidelity Money Market account.

**There was a motion made by Supervisor Johanningmeier to update the motion, from September 9, 2024, to move \$3,500 from the Ameriprise cash reserve fund to the Fidelity Money Market account, seconded by Supervisor Matzke. The motion carried unanimously.**

**There was a motion made by Supervisor Mergen to move \$103,957.54 from the 12-month CD, mature on October 24, 2024, to a 6-month CD at Eagle Rock Bank with an interest rate of 4.5 percent, seconded by Supervisor Johanningmeier. The motion was carried unanimously.**

**There was a motion made by Supervisor Mergen to approve the treasurers report in written form, with the adjustments to two dates on the Ameriprise Investments portion of the report, total holdings ending 8/31/24, and total holding ending 9/30/24, seconded by Supervisor Johanningmeier. The motion was carried unanimously.**

#### **Approval to pay payroll and claims including electronic transfer**

**There was a motion made by Supervisor Mergen to approve the payroll and claims, including electronic transfers, for October 14, 2024, seconded by Supervisor Matzke. The motion was carried unanimously.**

#### **OTPAC**

Treasure Lind met with OTPAC Commissioner Angela Smith to begin adding OTPAC to the Township website. Commissioner Smith will add an OTPAC tab to the Township Website so that OTPAC documents can be found easily.

#### **Late application of chloride on gravel roads**

Supervisor Mergen discussed the drought and dusty road conditions. He called Quality Propane to see if a late application of chloride could be applied. Quality Propane does not recommend chloride this late in the year because it adds salt to the road and would potentially keep roads from freezing and could also cause plowing issues. Supervisor Mergen asked Scott Schumacher about a late application of chloride. Schumacher said he would not recommend it as it could damage the roads and is an added expense.

#### **Demarino Driveways**

Clerk Schroeder received pictures of the Thomas Demarino Driveways. Supervisor Mergen will go take a look at them to make sure they have a good base over the culverts. Schumacher recommended at least a 12inch base over the culvert.

#### **Clerk Notes**

Citizen phone call from resident who lives on Windermere. She is wondering when it will be resurfaced. She is hoping it will be done sometime in the near future.

Oronoco Township received an invoice for \$218.70 from Olmsted County Public Works for the damages to road signs from a RV accident on Lion's Ct and Cedar Crest NW. Clerk Schroeder drafted and sent a letter to the citizen involved in the accident.

#### **Board Member Comments**

#### **OCTOA**

Supervisor Johanningmeier attended the OCTOA meeting on September 26, 2024. The OCTOA annual meeting was September 23, 2024.

The MAT annual meeting will be on December 13 & 14 in St. Cloud.

Township Day is January 27, 2025, at the Capitol.

The preliminary Olmsted County property tax levy will increase to 5.7 percent.

Oronoco Township will host the OCTOA meeting with Rochester Township on March 27, 2025. Supervisor Johanningmeier will contact Rochester Township to see if they can host and we can bring refreshments.

**Pine Island Community Planning Team**

Supervisor Johanningmeier attended the Pine Island Community Planning Team meeting on September 25, 2024.

**Transmission lines**

Supervisor Johanningmeier stated that the Planning Commission is suggesting alternate route, one being the existing CAP X line. Sometime next year they should have a plan where the lines are going, 2026 start construction and hopefully be done by 2030.

**Culvert on County Road 114**

Supervisor Matzke stated that Olmsted County will be replacing a culvert on County Road 114.

**Cedar Crest HOA**

Supervisor Mergen will attend a meeting with Cedar Crest HOA the end of October. The HOA is wondering if there are planned road repairs for 2025. Supervisor Mergen stated that road repairs would not be discussed until after the spring road tour.

**There was a motion made by Supervisor Matzke to adjourn the meeting, seconded by Supervisor Mergen. The motion was carried unanimously. The meeting adjourned at 8:40pm.**

Respectfully Submitted:

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Clerk Jody Schroeder

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Tammy Matzke

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Ken Mergen

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Joel Johanningmeier