

Oronoco Town Board
Monthly Meeting Minutes
November 13, 2024

Minutes of the scheduled meeting of the Oronoco Town Board held on **Wednesday, November 13, 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.

Lake Zumbro Forever Raffle Permit

Supervisor Mergen made a motion to approve Lake Zumbro Forever Raffle Permit, seconded by Supervisor Matzke. The motion carried unanimously.

Kingsley, Public Hearing

Request: An application for a variance to the criteria for the construction of an accessory building in an R-1; Low Density Residential District. The applicant wishes to construct a new accessory structure that is approximately 420 square feet larger than allowed by the ordinance.

Existing Accessory Building Size: 720 sq. ft.
Proposed Accessory Building Size: 1,200 sq.ft.
Cumulative Accessory Building Area Allowed: 1,500 sq.ft.
Accessory Building Variance Area: 420 sq.ft.

Owner/Applicant: John Kingsley – 13024 Sunset Bay Rd NE, Zumbro Falls, MN 55991
Legal Description: Parcel #: 840223086877
Lot 6, Block 1 Sunset Bay Ridge Subdivision
Zoning: R-1; Low-Density Residential District.

Analysis: The owner/applicant wishes to construct an accessory structure that, per their application, requires the following variance:

A variance for the size of the structure. The property is zoned R-1; Low Density Residential District and is over two acres in size. Section 10.22 of the ordinance limits accessory building size, on a parcel of two acres or more, to 1,500 sq.ft.. The proposed structure would be 1,200 sq.ft. (30' x 40'), creating a cumulative accessory building area of 1,920 sq.ft., requiring a variance of 420 sq.ft.

Conclusion: TCPA staff feels the granting of this variance is warranted. If approved, our office will process Mr. Kingsley's building permit application adhering the terms of an approved variance.

This information was taken from the TCPA packet and is only a portion of the document. The entire document can be found at TCPA or the Oronoco Township Clerk, Jody Schroeder.

Jered Stanton, TCPA, addressed the board and discussed the packet, Kingsley variance. Mr. Stanton stated that this variance requires a public hearing. TCPA did not receive any comments from the advertised public hearing. TCPA recommends approval of the variance.

Supervisor Mergen opened the public hearing for Kingsley variance. Supervisor Mergen asked three times for comments for or against **Kingsley variance. With no one wishing to be heard, Supervisor Mergen closed the public hearing.**

There was a motion by Supervisor Johanningmeier to approve Kingsley variance, Resolution 2024-12, as written by TCPA, second by Supervisor Mergen. The motion was carried unanimously.

Derby, OTMB-07

Owner: David Derby – 550 Merrywood Ln NW, Rochester, MN 55901

Applicant: Logan Tjossem, Widseth – 3777 40th Ave NW Ste 200, Rochester, MN 55901

Requested Action: The owner has three (3) tax parcels lying wholly in the East half of Section 11, north of White Bridge Road NW, totaling 91.3 +/- acres (not including ROW). All parcels are in the A-2 Agricultural Protection District.

The owner is requesting a reconfiguration of the parcel boundaries to create a total of 4 buildable parcels.

Legal Description: Parcel #s: 841114039721, 841142081535, 841141039732

Analysis: The applicant's request meets all zoning criteria to be considered for a metes & bounds subdivision. The non-farm parcels created by this subdivision meet all zoning criteria listed above.

Access: The owner or applicant has already reached out to Olmsted County Public Works Department regarding access to the property. This subdivision will require the construction of a private road and an access permit, but will not require the construction of a turn lane.

Open wells: There may be open unused wells on the property which the County may require to be capped and sealed before the County Environmental Department will approve the final survey.

Conclusion: Staff recommends approval of the proposed subdivisions with the following conditions;

That the applicant provides a survey that meets the lot area and access requirement of the ordinance.

That the applicant work with Olmsted County, as Road Authority, regarding access for the proposed use.

Before any building permits are issued for the newly configured parcels, the private road must be constructed and reviewed/inspected by Township Officials.

This information was taken from the TCPA packet and is only a portion of the document. The entire document can be found at TCPA or the Oronoco Township Clerk, Jody Schroeder.

Jered Stanton, TCPA, addressed the board and discussed the packet Derby, OTMB-07. The owner is requesting a reconfiguration of the parcel boundaries to create a total of 4 buildable parcels. TCPA recommends approval of the metes and bounds.

There was a motion made by Supervisor Mergen to approve Derby OTMB-07, seconded by Supervisor Matzke. The motion was carried unanimously.

Road Report

Scott Schumacher stated that they are working on 11th Ave NE, there are two buried culverts. They will clean that up and continue to work North on 11th Ave NE.

Schumacher did soil boring on 125th St hill. The holes were sand and clay, no rock. He would like to begin shaving the hill down. The estimate for the project is \$54,500. Supervisor Mergen stated he would like to wait with shaving the hill down to see how the budget turns out. There was a significant amount of money put into road resurfacing, Supervisor Mergen said he would consider addressing the hill on 125th St next spring, Supervisors Matzke and Johanninger agreed.

Schumacher will clean ditches on 85th St to 60th Ave going East. The ditch will be pushed back and reshaped, the dirt will be pushed back out into the field.

Demarino Driveways

The culvert is in the right of way and is too shallow. The culvert will have to be redone before the Township Board will approve it.

Cedar Ridge Home Owners Association

Supervisor Mergen met with member of the Cedar Ridge HOA. They had questions about plans for road repairs. Supervisor Mergen stated that Oronoco Township had an engineering firm go on the spring road tour to advise of road repairs. Next spring, the Township is considering having the paving companies join spring road tour. The road work is based on the budget set at the annual meeting.

Snowplowing Agreement with the City of Oronoco

Supervisor Mergen spoke with Jason Ottman. Mr. Ottman will bill the Township directly for the roads that he maintains, approximately one mile. This has previously been billed to the City of Oronoco with the Township reimbursing the City of Oronoco directly. Supervisor Mergen will reach out to the City of Oronoco and find out the mileage for Oronoco Township. This will be added to the December 9, 2024 agenda for more discussion.

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

Clerk Schroeder spoke with Amanda Kiefer, Olmsted County Elections, on October 16, 2024. Ms. Kiefer stated that if the Township would like Olmsted County to handle the absentee voting for the March Township Elections, Olmsted County would like to keep the voter account funds. Clerk Schroeder recommends the board change the resolution that was signed in October 9, 2024 and allow Olmsted County Elections keep the voter funds and handle the absentee voting for Township elections in March.

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

Intent to Register Cannabis Businesses

The Resolution was approved delegating Olmsted County registration responsibility for cannabis businesses October 14, 2024. The Resolution needs to be signed tonight, November 13, 2024, as it was missed last month.

Animals at Large

Supervisor Johanningmeier stated animals at large was discussed at OTPAC. The Township does not have an ordinance about animals at large. The Township will refer to MN State Statue 347.01, Owners Liability; penalty.

(a) Owners or keepers of any dog or dogs, that kill, wound, or worry any domestic animal or animals, shall be jointly and severally liable to the owner of such animal or animals for all damages done by such dog or dogs, without proving notice to or knowledge by any such owner or keeper of such dog or dogs, that any or either of them was mischievous or disposed to kill or worry any domestic animal.

(b) The owner of any dog that kills or pursues domestic livestock is guilty of a petty misdemeanor.

Aspen Ridge Development Escrow Payment

Supervisor Mergen spoke with David Turnberg, Aspen Ridge Development. Mr. Turnberg stated that the road ways are complete. He would like to be reimbursed \$2,500 for the escrow payment for the development.

There was a motion made by Supervisor Matzke to return the Aspen Ridge Development escrow payment, \$2,500 back to Aspen Ridge Development, seconded by Supervisor Mergen. The motion was carried unanimously.

Minutes Approval

Supervisor Johanningmeier stated that there is an error in Pine Island Community Planning Team portion of the minutes. The alternate route was suggested by the Planning Commission for the transmission lines not Excel Energy.

There was a motion by Supervisor Mergen to approve the minutes for October 14, 2024, monthly meeting, with the change to the transmission line suggested alternate route by the Planning Commission, seconded by Supervisor Matzke. The motion was carried unanimously.

Treasurer's Report-Brandi Lind

The YTD Statement of Receipts, Disbursements and Balances as of October 31, 2024 shows: receipts \$596,361.22, disbursements \$985,030.65 with an ending balance of \$1,421,487.07.

There was a motion made by Supervisor Matzke to approve the treasurers report in written form, 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 November 13, 2024, seconded by Supervisor Matzke. The motion was carried unanimously.

OTPAC

Supervisor Johanningmeier attended the OTPAC meeting, October 21, 2024. He stated that the big discussion was the river conservation district and the work with Bolton & Menk to layout a new river corridor zone. There is a steering committee to help layout a timeline and provide direction. The committee consists of Township Supervisor Joel Johanningmeier, OTPAC Commissioners Paige Collins and Angela Smith and citizens Lynn Koenig and Dana Dewitz.

Vacation homes and VRBO's may be subject to license by Olmsted County and the health department.

Clerk Notes

Clerk Schroeder confirmed that Seat C and the treasurer position are up for election in March.

Board Member Comments

Treasurer Lind stated there is a catch up for the 457B plan for MN DCP, interested board members should talk with her. She will also bring the paperwork to the December 9, 2024, meeting for increasing the employee contribution to MN DCP if anyone is interested.

Supervisor Johanningmeier has been working on the resolution to vacate 125th St NE. He is hoping there will be a public hearing for this in February.

There was a motion made by Supervisor Mergen to adjourn the meeting, seconded by Supervisor Matzke. The motion was carried unanimously. The meeting adjourned at 8:10pm.

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Respectfully Submitted:

Clerk Jody Schroeder

Tammy Matzke

Ken Mergen

Joel Johanningmeier