

Oronoco Town Board
Monthly Meeting Minutes
January 13, 2025

Minutes of the regularly scheduled meeting of the Oronoco Town Board held on **Monday, January 13, 2025** 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.

Age Friendly Oronoco Area, Inc. (AFOA)

Joy Bertsinger presented Age Friendly Oronoco Area to the Board. Additional members of AFOA present; Ryland Eichhorst and Kay Lovett. AFOA is a nonprofit organization to serve residents of the City of Oronoco, Oronoco Township, and New Haven Township that have a 55960-zip code. AFOA's mission is to create a community where the quality of life of residents will be enhanced by partnering with other organizations, addressing housing needs for residents to age in place, removing barriers in community buildings and parks, enhancing communication, fostering socialization, and encouraging volunteerism. AFOA has applied for grants to begin programs such as home-based delivered meals, smoke and CO2 detectors and lock box distribution, and impact studies for housing needs in the area. Currently, AFOA is looking for input as to the needs of residents in Oronoco Township.

TCPA Cannabis Ordinance

TCPA has created a draft cannabis ordinance for the townships that it serves. TCPA is currently looking for feedback, from the Townships, on the draft cannabis ordinance. Once feedback is given, TCPA will have a final Cannabis Ordinance for the Townships.

Supervisor Johanningmeier would like all the location criteria of all cannabis businesses to be a minimum of 1,000 feet from education institutions, licensed daycare facilities, residential treatment facilities, public park or playgrounds, and upon any county property. Clerk Schroeder will share this proposed revision with TCPA staff. Oronoco Township is recommending no other changes to the TCPA draft cannabis ordinance.

Township Elections

There was a motion made by Supervisor Mergen to sign Resolution 2025-01, designating the first Tuesday after the first Monday in November as the Town general election date, seconded by Supervisor Matzke. The motion was carried unanimously.

The ballot question, "Shall the first Tuesday after the first Monday in November of even years be designated as the date of the Oronoco Township general election," will be posted on the website and the Oronoco Township Facebook page. There will be no post cards mailed. Clerk Schroeder will order 50 ballots for the election.

Road Report

There was snowplow damage done to a retaining wall on White Birch Court NW. Schumacher contacted the homeowner and will pay for repairs to the retaining wall that was damaged.

Supervisor Matzke stated that on Dec 21, 2024, a driver hit the neighborhood mailboxes on King's Park Rd. Supervisor Matzke filed a police report and contacted the United States Postal Service. Residents are waiting to hear if the neighborhood mailboxes will be replaced or if individual boxes will now be allowed.

Roberson Winter Prepay

Roberson Lime and Rock, Inc would like Oronoco Township to do a winter prepay flat charge of \$6,000, due at the beginning of the winter season, (January, February and March). This prepay may only be used for winter rock on ice. There will be no carry over into the spring/summer maintenance rock. The quote is \$11.50 per yard for crushed rock and \$130 per hour for truck labor. If work is done for more than the prepay, the balance will be invoiced.

There was a motion made by Supervisor Mergen to accept the winter prepay quote from Roberson Lime and Rock Inc, seconded by Supervisor Matzke. The motion was carried unanimously.

Prairie Island Indian Community

Clerk Schroeder received the final notice of gaming land acquisition on December 11, 2024.

OTPAC-Gmail accounts for commissioners

OTPAC would like to have Gmail accounts set up for commissioners, to share meeting documents and make transitioning of new commissioners easier.

There was a motion made by Supervisor Mergen to allocate up to \$700 for BRITEE, Brown, Rose IT Engineers, to create Gmail accounts for all OTPAC commissioners and the Oronoco Township Supervisor serving OTPAC, on the Oronoco Township domain, seconded by Supervisor Johanningmeier. The motion was carried unanimously.

Minutes Approval

There was a motion by Supervisor Matzke to approve the minutes for Monday, December 9, 2024, monthly meeting, seconded by Supervisor Johanningmeier. The motion was carried unanimously.

Treasurer's Report-Brandi Lind

The YTD Statement of Receipts, Disbursements and Balances as of December 31, 2024 shows: receipts \$602,347.09, disbursements \$1,544,160.54 with an ending balance of \$868,343.04.

There was a motion made by Supervisor Mergen 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 January 13, 2025, seconded by Supervisor Johanningmeier. The motion was carried unanimously.

Hemann and Grover

Hemann and Grover monthly fees will increase from \$150 to \$225. Preparation of w-2's and 1099's will also increase. There will be a fee of \$175 for the annual workers compensation audit.

There was a motion made by Supervisor Mergen to approve the increased fee schedule from Hemann and Grover, seconded by Supervisor Matzke. The motion was carried unanimously.

Clerk Notes

There was an error in the publication, to the Rochester Post Bulletin, for the notice of 2025 Township Election candidate filing. A notice of correction was published on December 21, 2024 with the corrected dates. The correct dates are as follows:

Affidavits of Candidacy for Oronoco Township (1) Supervisor and (1) Treasurer may be filed with the clerk beginning Dec 31, 2024, at 8am and ending Jan 14, 2025 at 5pm.

Filing is on Jan 13, 2025 between 4:30 and 5pm and Jan 14, 2025 from 1-5pm, to accept affidavits of candidacy, at Oronoco City Hall, 115 2nd St. NW; or by appointment with the clerk.

Clerk Schroeder called Dale Thomforde, Supervisor for New Haven Township on December 21, 2024. Supervisor Thomforde was helpful in providing direction with the Township Elections in March. He shared a calendar summary of March Township Elections that he created for New Haven Township.

The Township election is Tuesday, March 11, 2025 from 5-8pm. The annual meeting will be Tuesday, March 11, 2025 beginning 8:15pm.

The Reorganizational meeting will be April 14, 2025, beginning at 5:15pm.

The Road Tour meeting date will be decided at the February 10, 2025 meeting.

The Board of Audit meeting will be February 10, 2025, at 6:30pm or later, after the regular monthly meeting.

The next OCTOA meeting will be on January 23, 2025, at 7:30pm at the Viola Township Hall.

Township Day at the State Capitol will be Monday, January 27, 2025.

Board Member Comments

Demarino Driveway

Supervisor Mergen spoke with Logan Tjossem, Widseth Engineering, regarding the Demarino Driveway. There will be no change in site lines if the driveway is moved 30 feet. Widseth will work with Jason Ottman to get the driveway location set.

Shared Road Agreement for 135th Ave

Supervisor Mergen is working with Supervisor Jay Sandborn, Mazeppa Township, on updating the shared road agreement for 135th Ave.

Oronoco First Responders

Clerk Schroeder received a service agreement from City Administrator, Jason Baker, for the Oronoco First Responders. Supervisor Johanningmeier will contact Administrator Baker to discuss this agreement. This will be added to the February 10, 2025, meeting agenda.

Annexation agreement with the City of Oronoco

Supervisor Matzke stated that the Linda King development includes a portion of property in Oronoco Township. The City of Oronoco would have to annex this portion of property from the township. The City of Oronoco would have to assume the road as soon as the state approves annexation.

NexGen Marketing

Andrew Wilcox, NexGen Marketing, will help with adding a banner to the top of the Oronoco Website page. The banner will provide notices, closures, and important dates for the township. Mr. Wilcox will also help Treasurer Lind organize the resolutions and notices page, at no additional cost to the Township.

Eagle Rock Bank

Treasurer Lind stated that per MN statute 427.01, Eagle Rock Bank will take a bond out with the State of MN for Oronoco Township funds above and beyond the \$250,000. There will be no expense for the township. If Eagle Rock Bank were to close, the funds would be then secured through the state.

Catalis Website invoice

Clerk Schroeder received an invoice from Catalis website management stating that Oronoco Township has an overdue invoice from April 19, 2024. Cancellation was given for the website on March 24, 2024. Treasurer Lind will contact Andrew Lacovara, Catalis website, to discuss this invoice.

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 7:15pm.

Oronoco Township Board Meeting Minutes
January 13, 2025

Respectfully Submitted:

Clerk Jody Schroeder

Tammy Matzke

Ken Mergen

Joel Johanningmeier