

Oronoco Town Board
Monthly Meeting Minutes
October 13, 2025

Minutes of the regularly scheduled meeting of the Oronoco Town Board held on **Monday, October 13, 2025**, at 5:30pm 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 drafted.

ZOT-25-03, Boelter

Request: An application has been submitted by Robert Boelter to rezone 5.58 acres from A-3 (Agricultural Protection District) to R-1 (Low Density Residential District). The proposed zoning district will permit one additional buildable lot in the area.

Background: On September 15, 2025, The Oronoco Township Planning Commission recommended approval of the proposed rezone.

On October 1, 2024, The Olmsted County Board of Commissioners approved a land use plan amendment of 17.2 acres from Resource Protection to Suburban Development.

The Olmsted General County Land Use Plan, dated August 16, 2022, supports low density residential development in the areas designated as Suburban Development.

Considering this a complete application, TCPA staff presents the following review and findings for consideration.

Staff Review:

Ordinance: In regular type, staff analysis in *italics*

Section 6.02: R 1 LOW DENSITY RESIDENTIAL DISTRICT:

The purpose of this district is to provide a limited amount of low density residential development in those areas described as "Suburban Subdivision Area" within the Comprehensive Plan that have suitable soils for long-term private sewage systems and those areas classified Low Density Residential within the Urban Service Area served by Public or other centralized sewage collection and treatment system.

A. Permitted Uses:

1. One single-family detached dwelling per lot.

Findings of Fact:

Section 4.00.H: Amendment Findings (ordinance is in regular text, staff finding in *italics*)

1. The proposal is consistent with the policies of the General Land Use Plan; *Chapter 9 of the Olmsted County General Land Use Plan, adopted August 16, 2022, supports low density residential in the Suburban Development area. The area north and south of the subject property includes several low density residential developments. Areas to the east and west present several "nonfarm" size parcels containing residential dwellings. TCPA staff has determined this proposal to be consistent with the General Land Use Plan.*

2. The amendment is in the public interest;

Given the consistency with surrounding land uses and zoning, this proposal is not considered to cause adverse impact to the neighboring properties.

TCPA staff has determined this proposal to be in the public interest.

3. The proposed development is timely based on surrounding land uses, proximity to development and the availability and adequacy of infrastructure;

Surrounding land uses are identical to the proposed zoning. Water and sanitary facilities will be provided on site. The amount of traffic anticipated is considered insignificant and can be safely accommodated with the current infrastructure.

TCPA staff has determined this proposal to be timely.

4. The proposal permits land uses within the proposed district that are appropriate on the property and compatible with adjacent uses and the neighborhood.

The proposal appears to meet the standards listed in the Oronoco Township R-1 District.

TCPA staff has determined this proposal to be consistent with proposed district and neighborhood.

5. The proposal does not result in spot zoning;

The proposal does not result in spot zoning.

6. The proposal is consistent with a GDP for the area, if one exists.

No GDP exists for the area at this time.

Staff Recommendations

TCPA staff supports the proposal as presented.

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.

There was a motion made by Supervisor Mergen to approve Resolution ZOT2025-03, Boelter, seconded by Supervisor Matzke. The motion was carried unanimously.

OTMB-25-05, Lynde

Request: There are currently two dwellings on the same parcel, 170 Fisherman Drive NW, owned by Benjamin Lynde, and 208 Fisherman Drive, owned by Earnest Kramer. They are seeking a lot line shift to get their houses onto different parcels.

Location: On the south side of Fisherman Drive NW, roughly 1,000 ft from Lake Zumbro Park.

Applicable Sections of Oronoco Township Zoning Ordinance:

Section 1.26 BUILDABLE LOTS:

A lot that meets the Board of Health regulations and fulfills the criteria specified in one of the following subsections (A) or (B) is considered to be a buildable lot. All other lots, including

illegally created lots, shall not be considered buildable lots and no building shall be constructed or placed upon such lots.

B. Buildable Lots for a Dwelling Are:

- 1) A lot that qualifies as a farm.
- 2) Lots created after the effective date of this ordinance which meet the lot area, lot width, access requirements and either the standards for non-farm dwellings in the zoning district where such lot is located or the standards for farmstead dwellings.
- 3) Lots of record, providing that such a lot has recorded access to a public road and the proposed building complies with the regulation of Section 1.28 (B).
- 4) If in a group of two or more contiguous lots under the same ownership, any individual lot does not meet the zoning district lot area, width, or access standards of the zoning district where located, the lots must not be considered as separate parcel of land for purposes of development. The lots must be combined with one or more contiguous lots so they equal one or more parcels of land, each meeting the lot area, width, or access standards to the extent possible.
- 5) A lot must comply with all standards of the floodplain provisions of the zoning and subdivision ordinances.

Section 6.02 R-1 LOW DENSITY RESIDENTIAL DISTRICT:

The purpose of this district is to provide a limited amount of low-density residential development in those areas described as "Suburban Subdivision Area" within the Comprehensive Plan that have suitable soils for long-term private sewage systems and those areas classified Low Density Residential within the Urban Service Area served by Public or other centralized sewage collection and treatment system.

A. Permitted Uses:

1. One single-family detached dwelling per lot.

C. General District Regulations:

2. Lot Area Regulations:

- a) There shall be a minimum lot size of two (2) acres per new residential dwelling unit, except when additional lot area is required by the County Health Department to meet the Board of Health regulations.
- b) When a new lot is proposed to be served by a public or other centralized sewage treatment system and is located within an area identified as Urban Service Area in the General Land Use Plan, the minimum lot area shall be determined by a special district established under the provisions of Section 8.10 in accordance with the standards in the General Land Use Plan for interim development.
- c) When a new lot is proposed to be served by a public or other centralized sewage treatment system and is located within an area identified as Suburban Development Area in the General Land Use Plan, the minimum lot area shall be determined by a special district established under the provisions of Section 8.10 in accordance with the standards in the General Land Use Plan for suburban development.

Findings of Fact:

An analysis of the four criteria for establishing a farmstead dwelling parcel is as follows; (Staff comments are in italics)

1. *There shall be a minimum lot size of two (2) acres per new residential dwelling unit, except when additional lot area is required by the County Health Department to meet the Board of Health regulations.*

The new lot size will be less than 2 acres; however, no new residential dwelling parcels will be created as a result of this lot line shift. The current lot sizes of Parcel A and Parcel B are ~ 1.32 acres and 0.98 acres, respectively. The new lot sizes will remain the same. It is up to the Oronoco Town Board to determine that this criterion is met.

Analysis and Conclusion:

Analysis:

Access: Access to the two parcels will remain unchanged. The survey submitted by the applicant shows the 30' and 16' driveway easement for the neighboring parcels.

Septic: The septic plan has been reviewed and approved by the Septic Official G-Cubed to ensure that the septic systems meet the setback requirements with the new lot lines.

Shoreland Floodplain:

Olmsted County Chapter 3750 – Floodplain and Shoreland Ordinance requires a shoreland review within 300 ft of the mapped FEMA floodplain. Any building permits will require a review to be done by the Olmsted County Planning Department prior to being issued.

Conclusion:

Staff recommends approval.

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.

There was a motion made by Supervisor Mergen to approve OTMB-25-05, Lynde, seconded by Supervisor Johanningmeier. The motion was carried unanimously.

Road Report

Scott Schumacher stated that blading has been done.

There is ditch and culvert work needed on 85th St, approximately ¼ mile. Schumacher will clean the ditch and reshape the slope of the road.

A culvert will be replaced at 41st Ave.

Supervisor Mergen received an email from concerned citizens on Frederichs Dr asking whether rock needs to remain on the shoulder or if soil and grass seed can be placed instead. Supervisor

Mergen responded that rock should remain to help stabilize the road. A one inch layer of dirt can be placed over the rock to allow grass seed growth for aesthetic purposes.

Supervisor Mergen received a call from a concerned citizen on Fitzpatrick Dr. regarding the removal of concrete by Rochester Sand and Gravel. The contractor needed to cut concrete driveway back four feet to match the new elevation.

The Oronoco Township Land Use Plan does not require the driveway end to be replaced with concrete. An impervious surface is considered an impervious surface, regardless of material. The Oronoco Township Board agreed that this area is within the road right of way and the driveways will be blacktopped. The concrete will not be replaced. The Township will maintain the blacktop surface that is in the road right of way.

Temporary Road Closure, 125th St

There was a motion made by Supervisor Mergen to temporarily close 125th St beginning December 1, 2025 through March 30, 2026, seconded by Supervisor Matzke. The motion was carried unanimously.

Clerk Schroeder will send email notification to all response teams to alert them to this temporary road closure. Additionally, letters will be sent to affected residents to inform them of closure. Treasurer Lind will post this to the Township website; Clerk Schroeder will post this at Oronoco City Hall.

2025 Road Mileage Certification

Supervisors noted that 40th Ave NW has not been included in the 2025 road mileage certification. 40th Ave NW is .49 miles. Clerk Schroeder sent an email requesting the addition of this road to the road mileage certification for 2025. Supervisors accepted the 2025 road mileage certification with the addition of 40th Ave NW.

There was a motion made by Supervisor Mergen to accept the 2025 Road Mileage Certification, with the addition of 40th Ave NW, seconded by Supervisor Johanningmeier. The motion was carried unanimously.

Seal King Quote

Supervisor Matzke noted uncertainty about the address associated with the Seal King Quote, which could cause confusion next spring.

Supervisor Mergen clarified that the quote was for crack sealing on 18th Ave NW, scheduled to begin on Thursday, October 16, 2025, covering the section from the large pot hole to Postier's Point Road. Supervisor Mergen will clarify this to Joel Harding, Seal King, prior to Thursday.

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.

Cedar Beach and King's Park Operation and Maintenance

Treasurer Lind reported a 49.5% decrease for Gopher Septic O&M for Cedar Beach, totaling \$3079.54 less for 2025. The O&M balance for Cedar Beach Septic as of October 13, 2025, is \$42,869.07. In November of 2023, there was a three percent increase in O&M. At this time, Treasurer Lind does not feel it is necessary to increase the O&M for Cedar Beach Septic.

Supervisor Matzke noted the ordinance that requires VRBO's to have a permit to operate. This is to make sure that they are not going over the allotted number of bedrooms putting extra stress on community septic systems.

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

Treasurer Lind reported a 28.3% decrease for Gopher Septic O&M for King's Park Septic, totaling \$3,475.00 less for 2025. The O&M balance for King's Park Septic as of October 13, 2025, is \$30,539.31. There was no assessment increase in 2023 or 2024. Treasurer Lind is recommending no change in King's Park O&M assessment at this time.

Supervisor Matzke noted that there are extra grinder pumps on hand. That would be the biggest expense for the community septic systems in the near future.

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

Citizen Letters and how we address them

Supervisor Matzke noted that the Township's bylaws state that meetings are not be recorded.

Supervisor Johanningmeier stated the need to address the letters from Citizen Casey Trusty. Supervisor Johanningmeier spoke with Michele Rudnik, from Adult Protective Services, to determine if any special needs or accommodations were required prior to the special meeting. Ms. Rudnik confirmed that no special arrangements are necessary. Supervisor Johanningmeier shared the course of events with Ms. Rudnik. Mr. Trusty can bring his case worker if he would choose.

The special meeting will address the letters from Mr. Trusty only. There will not be a discussion about EMS service contracts.

There will be a special meeting on Tuesday, October 28, 2025, at 5:30pm, to address Mr. Trusty concerns. The Board will give Mr. Trusty 3-5 minutes to address his concerns. The rest of the time will be questions and answers between the Township to Mr. Trusty.

Supervisor Matzke will reach out to City of Oronoco Administrator Baker to invite him to attend the special meeting.

Minutes Approval

There was a motion by Supervisor Johanningmeier to approve the minutes for Monday, September 8 2025, seconded by Supervisor Mergen The motion was carried unanimously.

Treasurer's Report-Brandi Lind

The YTD Statement of Receipts, Disbursements and Balances as of October 13, 2025, shows: receipts \$1,004,561.51, disbursements \$776,777.59, with an ending balance of \$1,104,126.97.

There was a motion made by Supervisor Mergen to approve the treasurers report for October 13, 2025, in written form, seconded by Supervisor Matzke. The motion was carried unanimously.

Supervisor Mergen asked Olmsted County Sheriff, Sergeant Rinn how things are going in the Township. Sergeant Rinn stated that the opening of the new round about at 75th St has really helped with traffic.

Supervisor Mergen stated that Fisherman's Inn ramp is closed. Sergeant Rinn noted that Olmsted County Parks is responsible for the ramp closure.

Supervisor Johanningmeier inquired about the dangerous dogs ordinance. Sergeant Rinn stated that this would be a Olmsted County-wide ordinance. Sergeant Rinn is unsure of where they are in the process of developing this ordinance.

Sergeant Rinn noted that there was shell casing reported at the park and ride at 40th Ave and 75th St. No calls were received reporting shots fired. It is unclear where the casing came from.

Approval to pay payroll and claims including electronic transfer

Clerk Schroeder has received 2 payments, both 25%, for Gold Rush Crossing Attorney fees. Supervisor Matzke noted that Oronoco Township Attorney Ruppe and City of Oronoco Attorney are working jointly on the orderly annexation agreement. TCPA will move forward as directed by Attorney Ruppe. Supervisor Matzke will reach out to TCPA to determine how to proceed with obtaining the remaining balance.

There was a motion made by Supervisor Mergen to approve the payroll and claims, including electronic transfers for October 13, 2025, seconded by Supervisor Matzke. The motion was carried unanimously.

OTPAC

Supervisor Johanningmeier and OTPAC Commissioner Collins presented the River Corridor plan to the Olmsted County Commissioners. While it was not well-received, our attorney advises that the County cannot vote it down unless it is proven that our ordinance is less restrictive than theirs. Commissioner Collins will contact Attorney Ruppe for further guidance.

Olmsted County Commissioner Thein expressed concern, to Supervisor Matzke, that this could lead to lawsuits for the Township due to the burden on developers. To clarify, the plan impacts developers by clustering 20 houses into 2.5-acre lots instead of 5-acre lots. This allows for wildlife and green space to filter water before it reaches the Zumbro Watershed. Developers will still make the same money by selling the same number of homes.

OTPAC is awaiting a final review and response for final approval.

Olmsted County Planning is updating the shoreland ordinance to make it more restrictive. Supervisor Johanningmeier suggested that the Township take on enforcement of the Shoreland Ordinance, with help from TCPA.

OTPAC has developed a job description and interview strategy for the two upcoming OTPAC commission appointments. Five interested candidates will attend the OTPAC meeting, October 20, 2025. If still interested, they will proceed with the interview process with Supervisor Matzke and Commissioner Smith. OTPAC will submit their recommendations for Township Board approval at the December 8, 2025, meeting.

OCTOA

Supervisor Johanningmeier attended the OCTOA meeting on September 25, 2025.

There was discussion about the Paid Family Leave Act, clarifying that appointed officials are not included in the Paid Family Leave Act. Clerk Schroeder is working with Hemann and Grover for further clarification.

There are new reporting requirements due to legislative changes. The new changes are as follows:

Population less than 2,500 with Combined Clerk/Treasurer Offices:

- If total annual revenues for all governmental and enterprise funds combined exceed the threshold (see next bullet), an annual audit on a cash basis of accounting is required.
- If revenues for all governmental and enterprise funds combined are at or below the threshold (see next bullet), an AUP is required once every five years.
- Revenue Threshold Updates:
 - The annual audit threshold will increase to \$1 million starting in 2025.
 - This threshold will be adjusted annually for inflation.
- Procedural Requirements Based on Revenue:
 - If the clerk and treasurer offices are combined and revenues for all governmental and enterprise funds exceed the annual threshold, the Town board must provide for an annual audit on a cash basis of accounting by the state auditor or a certified public accountant, following procedures prescribed by the state auditor.
 - If revenues for all governmental and enterprise funds combined are at or below the threshold, the Town board must arrange for an **AUP** once every five years, conducted for a randomly selected one-year period.

Clerk Schroeder will forward this to Michele, with Hemann and Grover, for further clarification.

Olmsted County set the maximum levy at 6.8%.

Supervisor Mergen met with LRIP engineer and found that Oronoco Township does not qualify for LRIP funding.

Supervisor Mergen attended the roundabout meeting for Hwy 63 and Cty Road 12.

Supervisor Matzke requested a notice posted that a quorum of Supervisors may attend the Lake Zumbro Parks meeting on October 23, 2025, at the Pondy Restaurant and Bar. Clerk Schoeder will draft this notice and post at City Hall and the Township website.

Supervisor Johanningmeier noted that TCPA is drafting roles and responsibilities and a steering committee of three Township residents will help guide this process.

Supervisor Johanningmeier noted the Olmsted County considering a solar field at the lights and dredge property in Farmington Township.

Clerk Notes

Clerk Schroeder was unable to print claims list for approval in CTAS. Supervisors reviewed and signed the claims history instead.

The Minnesota Association of Townships meeting will be December 11-13, 2025, in St. Cloud.

There was an error in the claims. Check #10170 and check #10169 do not match the claim numbers. This has been noted by both Clerk Schroeder and Treasurer Lind in CTAS.

A capital credit refund of \$29.71 from People's Energy Cooperative was issued to King's Park Septic only, not Cedar Beach Septic.

Board Member Comments

Treasurer Lind will receive \$144.00 reimbursement, at the November 10, 2025 meeting, for obtaining a Microsoft Teams License. There was a problem during set up of Microsoft Teams; all email communication was lost. Treasurer Lind immediately posted this notice on the Township website, and Clerk Schroeder emailed vendors to alert them of the issue.

Treasurer Lind worked with Charlie Brown of BRITEE to resolve the issues. Mr. Brown recommended switching to Google instead of Microsoft Teams, since the Board already uses Gmail and Google Drive.

Pine Island Fire and First Responders

Supervisor Matzke stated the call numbers for Pine Island First Responders are as follows; July-7, August-5, September-3.

Pine Island Fire and First Responders arrived first all calls except 1 or 2, where Mayo Clinic Ambulance arrived first. The response times remain above the minimum state response time.

Supervisor Mergen received an email from Sergeant Rinn containing the call log for September 2025, which will be shared at the special meeting on October 28, 2025.

Supervisor Matzke will obtain call log and response times from Pine Island Fire and First Responders to present at the special meeting.

Oronoco Township Board Meeting Minutes
October 13, 2025

Pine Island Fire and First Responders did not receive the FEMA funding grant.

Truck 581 was inspected and may need replacing in 1-2years.

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 7:53pm.

Respectfully Submitted:

Clerk Jody Schroeder

Tammy Matzke

Ken Mergen

Joel Johanningmeier