

Oronoco Town Board  
Monthly Meeting Minutes  
December 8, 2025

Minutes of the regularly scheduled meeting of the Oronoco Town Board held on **Monday, December 8, 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.**

**OTMB-25-06, Nellis Estate**

**Timothy Nellis Estate**

**Applicant:** Linda Sparby (Owner's Representative)

The estate of Timothy Nellis is proposing several boundary adjustments in order to settle their estate. The owner's representative has communicated with neighboring owners and has proposed adjustments to optimize agricultural uses.

**Background:**

Several boundary adjustments have been proposed to optimize selling potential and promote continued agricultural use of the Nellis Estate. The existing legal descriptions include two "buildable" properties, one non-farm parcel (lot of record) and one farm size parcel. The applicant is proposing to subdivide a farmstead dwelling, increase the area of the existing non-farm parcel (lot of record), and subdivide the property east of 44th Ave NW. The proposal is best understood in the following exhibits.

**Staff Review and Analysis:**

The site does not appear to contain any environmental factors that would prohibit the requested subdivisions and future construction of single-family residences. The existing non-farm, lot of record in the NE corner of the SE ¼ SW ¼ section 5 does contain enough non tilled/non-prime soils to be considered a buildable non-farm parcel. The proposed farmstead dwelling subdivision in the SE ¼ SW ¼ section 5 meets all criteria listed in the zoning ordinance. The residual of the SE ¼ SW ¼ section 5 is currently straight row cropped and the intention is to transfer ownership to one of the adjacent farms once subdivided. The small area, approximately five acres, proposed to be subdivided in the SW ¼ SE ¼ section 5 does not meet the ordinance criteria for non-prime soils to be considered as "buildable" non-farm parcel. The applicant has communicated interest in transferring ownership to the property owner to the north once subdivided. This area will be labeled "non-buildable" on the certificate of survey. The remainder of the area in the SW ¼ SE ¼ section 5 & NW ¼ NE ¼ section 8 can be considered a "buildable" non-farm subdivision as it meets all criteria listed in the zoning ordinance and all neighboring properties are farm sized parcels.

**Conclusion:** Staff recommends approval of the proposed subdivision(s) based on the following;

1. Owner/applicant provide a certificate of survey meeting all zoning regulations.

**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-25-06, Nellis, seconded by Supervisor Johanningmeier. The motion was carried unanimously.**

#### **River Corridor Overlay District**

OTPAAC Commissioner Paige Collins reported a conference call with Olmsted County Commissioners would be held on Tuesday, December 9, 2025, to discuss language in the River Corridor Overlay District that the County found unacceptable.

**There was a motion made by Supervisor Mergen to approve an additional \$8,000 to Bolton and Menk for the River Corridor Overlay District, seconded by Supervisor Matzke. The motion was carried unanimously.**

#### **Resolution 2025-10, Designating Annual Polling Place**

**There was a motion made by Supervisor Mergen to sign Resolution 2025-10, Designating Annual Polling Place, seconded by Supervisor Matzke. The motion was carried unanimously.**

#### **Resolution 2025-11, Resolution for Paid Leave Premium Sharing**

**There was a motion made by Supervisor Johanningmeier for Resolution 2025-11, Paid Leave Premium Sharing, with Oronoco Township paying 100% of the total Paid Leave premium required for each eligible employee, seconded by Supervisor Mergen. The motion was carried unanimously.**

#### **Road Report**

**There was a motion made by Supervisor Mergen to approve \$8,000 for Roberson Lime and Rock Winter prepay, seconded by Supervisor Matzke. The motion was carried unanimously.**

#### **Minutes Approval**

**There was a motion by Supervisor Mergen to approve the minutes for Monday, November 10, 2025, 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 8, 2025 shows: receipts \$1,016,638.10, disbursements \$1,184,113.12 with an ending balance of \$708,868.03.

**There was a motion made by Supervisor Mergen to approve the treasurers report for December 8, 2025, in written form, with the correction that the CD at 3.65% due on 11/19/26, is for 12 months, 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 December 8, 2025, seconded by Supervisor Matzke. The motion was carried unanimously.**

**OTPAC**

OTPAC Commissioner Paige Collins reported that at the November 17, 2025 OTPAC meeting, applications for new commissioners were reviewed and finalized. Two OTPAC Commissioner will be leaving the board, Cindy Collins and Rich Albrecht.

Per bylaws, the Township Board Representative is not a required and will transition to a non-voting role. As a result, three new commissions will join OTPAC beginning January 1, 2026; Erin Young, Mario Franzone, and Jonathan Torrens-Burton.

**There was a motion made by Supervisor Mergen to appoint Erin Young, Mario Franzone, and Jonathan Torrens-Burton as OTPAC Commissioners, to a three-year terms beginning January 1, 2026, seconded by Supervisor Johanningmeier. The motion was carried unanimously.**

**There was a motion made by Supervisor Mergen to approve purchase of OTPAC Commissioners nameplates, not to exceed \$250, seconded by Supervisor Johanningmeier. The motion was carried unanimously.**

**Clerk Notes**

Clerk Schroeder will attend Election Judge Training on Tuesday, January 6, 2026, at Olmsted County Elections.

**Board Member Comments**

**“Do Not Buy These Lots” Sign on 18<sup>th</sup> Ave**

Supervisor Mergen reported attempts to contact the resident with the “Do not buy these lots” sign on 18<sup>th</sup> Ave; no response was received. Realtor Karlene Tutewohl, with RE/MAX Realty, was informed of the Township’s attempts. The sign is not a located within the right of way and is therefore not a Township matter.

**Pine Island Fire and First Response**

Supervisor Johannngmeier requested a six month report from Pine Island Fire and First Response including call volumes, response times and referrals.

Supervisor Matzke will obtain the information for presentation at the January 12, 2026 meeting.

**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 6:42pm.**

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 Johannngmeier