

**MINUTES**  
**MONTHLY ORONOCO TOWN BOARD MEETING**  
**February 1, 2021 5:30 PM**

**This was a conference call meeting.** The Board adopted Resolution 2020-05, Resolution Establishing the Ability to Conduct Open Meetings by Telephone at the April 6, 2020 meeting. The public can join meetings toll free by calling 844.855.4444, access code 841351#. This number remains the same for all township meetings. Meeting documents will be posted on the township's website, oronocotownship-mn.gov. To locate documents, click the star on the meeting date, the first Monday monthly at 5:30pm.

**The monthly Oronoco Town Board Meeting was called to order on February 1, 2021 by Chair Charlie Lacy.** Present: Supervisors Charlie Lacy, Ken Mergen and Tammy Matzke, Treasurer Kim Stanton, Clerk Lucy Shonyo.

The **agenda** was accepted as presented. The order of agenda topics will be adjusted as participants can join the meeting.

**Agenda Topics**

**Road Report – Ken Mergen**

A call was received from the Ridge Crest area about roads not being plowed today.

Tom Ratham, Schumacher's, will set the posts on Cedar Beach Drive for the no parking signs.

**Flashing Sign at intersection 5<sup>th</sup> St NE and White Bridge Road (CR12)** – Per the county the sign was damaged and no repairs are recommended. Kim Stanton noted the damage is old damage. It has been repaired since that original damage. There was discussion about whether to use the sign as is with lights intermittently working, fix the lights on the sign or move the sign. The county will not assume maintenance responsibility for the lighted sign. If lighted, it is the township's responsibility. The board decided to leave the sign as is. Olmsted County is requesting a resolution from the township relinquishing sign authority.

**Dr. Berry, 11<sup>th</sup> Ave NE** – Trees were cut by the township's arborist that Dr. Berry feels were wrongly cut. Dr. Berry has requested the township plow his driveway the remainder of the winter in reparation. Charlie Lacy spoke with the township attorney. The township, through their road contractor, texted Mrs. Berry about the tree trimming. When no response was received it was assumed the Berry's had no objection. A letter of apology will be sent to Dr. Berry, but the township will decline to plow the driveway.

**LRIP application** – After consulting with Mike Zillgitt and Schumacher's it was determined there are no projects that fit the specifications of LRIP.

**Bevcomm broadband proposal** – Bevcomm contacted Kim Stanton with an offer to add 100 additional homes to our December 2020 agreement, with additional township funding. The board decided to stay with the existing 220 properties previously agreed to.

**Bevcomm broadband proposal, continued**

The broadband levy dollars not assigned to the December 2020 agreement are reserved for assisting remote households. There was a discussion of how subsidizing these remote connections could work. Tammy Matzke will identify underserved areas of the township. Kim Stanton will respond to Bevcomm. [The day after the meeting Bevcomm replied "...I think we may go ahead with the 100 homes on our own anyway."]

**Arne Nelson, 18<sup>th</sup> Ave and 75<sup>th</sup> St /Hwy 63 Development** – Kristi Gross from Olmsted County Planning, Logan Tjossem from Wiseth, representing the applicant, and Arne Nelson, applicant, were present by phone.

Mr. Tjossem outlined the questions around developing Mr. Nelson's property. The property is in the City of Rochester's Urban Service District. Rochester is asking Oronoco Township for an Orderly Annexation Agreement (OAA) for development to move forward. The property is about 24 acres. The proposed development consists of five residential lots, two commercial lots and a church. The OAA would define the property involved, the term (length) as it relates to tax revenue distribution, and the per acre cost of the property. Ms. Gross noted that the county requires an interim development to be longer than 10 years. The City will require a minimum of 80 acres in the OAA. Per Mr. Tjossem process steps are 1. OAA, 2. Form special district, 3. Interim development, 4. Final plat.

Concerns expressed by the board centered around inadequate road infrastructure to support the development. The future church and a new school in the area will increase traffic over current levels. Mr. Tjossem noted that, at this time, road / intersection improvements are not planned by MnDOT (75<sup>th</sup> St/Hwy 63) or Olmsted County (18<sup>th</sup> Ave). Charlie Lacy indicated he doesn't see an OAA happening without road improvements. It was noted that neither the City of Rochester nor Oronoco Township has control of the roads that need to be improved. It was agreed to meet again at the March 1<sup>st</sup> meeting. Mr. Tjossem will contact Olmsted County and MnDOT about improving infrastructure. Charlie Lacy will look at other OAAs between Rochester and neighboring entities. All supervisors concurred with this plan.

**Windemere Subdivision split request** – Kristi Gross from Olmsted County Planning was present by phone. Ms. Gross provided a written history of ARC zones in Oronoco Township.

A citizen in Windemere Subdivision requested a property split. Windemere is one of four Oronoco Township subdivisions (others are Windemere II, White Birch Hills 1<sup>st</sup> Subdivision, White Birch Hills 2<sup>nd</sup> Subdivision) designated an ARC-Agricultural Residential Cluster area. Per the zoning ordinance (July 30, 1984) the boundaries of ARC properties are permanent unless all the land included in the ARC is rezoned to a different zone.

**Windemere Subdivision split request, continued**

Ms. Gross noted options available to the board: (1) Initiate a zoning district amendment for existing subdivisions to R-1 and/or R-A; (2) Initiate a zoning district amendment for the non-platted area as A-3; (3) Do nothing, meaning the current landowner could not split his property. If initiated at tonight's meeting, County Planning would issue a report with recommendations to OTPAC where a public hearing would be held.

**Charlie Lacy moved to initiate a zoning district amendment changing ARC zones to R-1 and/or R-A; and/or a zoning district amendment for non-platted areas as A-3; with a report and recommendations to be presented to OTPAC. Ken Mergen second, motion carried 3-0. [Lacy-aye, Mergen-aye, Matzke-aye]**

Ms. Gross will create a resolution formally initiating this action.

**Annual meeting** – The agenda was finalized except for adding the PIFD 2021 proposed levy amount. This will be known in early March.

The board agreed the meeting would be in-person, with the stipulation that if more than 17 people (the capacity given social distancing) were present the board would ask those present to continue the meeting to a later date when it is safe to meet. If 17 or fewer attendees are present the in-person meeting will proceed. Masks are required and social distancing will be practiced. The published notice of the meeting will include this information. The election will be held 5-8pm, Oronoco City Hall.

**Cedar Beach Septic** – Gopher Septic informed the township that an upgrade to 4G was needed costing about \$1,200.

**Hornseth/Sawinski uncashed check** – The uncashed check issued to Mr. Hornseth and Mr. Sawinski for \$760 will be reissued by town attorney Bob Ruppe.

**Administrative Business**

**Minutes Approval** – Charlie Lacy noted that the letter to Cedar Beach residents about the parking ordinance was not sent as it was determined not necessary. **Tammy Matzke moved to approve the January 2021 Oronoco Town Board minutes. Ken Mergen second, motion carried 3-0. [Lacy-aye, Mergen-aye, Matzke-aye]**

**Treasurer's Report – Kim Stanton**

The YTD Statement of Receipts, Disbursements and Balances as of January 31, 2021 shows: Receipts \$51,939.56, Disbursements \$71,394.23 with an ending balance of \$797,803.32. January net payroll (paid in February) totaled \$2,091.83. Claims totaled \$69,302.40.

**Treasurer's Report – Kim Stanton, continued**

Cedar Beach and Kings Park Septic loan payments were made to PFA this month. Interest and principal amounts will need to be adjusted in CTAS when known. This happens when there are pre-pays that are added to loan payments. Final tax settlement was received from the county. Ken Mergen asked if we could now request reimbursement for Sunset Bay septic (now Ryan's Bay septic) expenses since an easement was granted and construction will start soon. Kim Stanton will ask the question of PFA.

**Ken Mergen moved to approve the Treasurer's Report. Charlie Lacy second, motion carried 3-0. [Lacy-aye, Mergen-aye, Matzke-aye]**

**Approval to Pay Bills –**

Claims and payroll as expressed in the Treasurer's Report were presented for approval. **Ken Mergen moved to approve payment. Tammy Matzke second, motion carried 3-0. [Lacy-aye, Mergen-aye, Matzke-aye]**

**OTPAC Report –**

**Charlie Lacy moved to reappoint Adam Rucker to a three year term. Ken Mergen second, motion carried 3-0. [Lacy-aye, Mergen-aye, Matzke-aye]**

OTPAC heard and approved OR2020-003ZC, applicant John Kingsley. This will be before the town board in March. Going forward town board members will receive a link to OTPAC meeting actions but will not receive mailed copies.

**Appoint Election Judges and Ballot Board -**

**Ken Mergen moved to appoint Judy Haglund, head judge; Mary Fuller and Peggy Williams as election judges for the March 9, 2021 town board election, allowing the clerk to make changes in the event any of these judges are not available due to unforeseen circumstances. Tammy Matzke second, motion carried 3-0. [Lacy-aye, Mergen-aye, Matzke-aye]**

**Ken Mergen moved to appoint Judy Haglund, head judge; Mary Fuller and Peggy Williams to serve as the ballot board for the March 9, 2021 town board election, allowing the clerk to make changes in the event any of these judges are not available due to unforeseen circumstances. Tammy Matzke second, motion carried 3-0. [Lacy-aye, Mergen-aye, Matzke-aye]**

**Other Topics**

- b. Township Election Tues, Mar 9, 2021, 5-8pm, Oronoco City Hall, in-person
- c. Annual Meeting Tues, Mar 9, 2021, 8:15pm, Oronoco City Hall, in person, dependent on number of people in attendance
- d. The Reorg meeting will be Apr 5, 2021, after the regular monthly board meeting
- e. Oronoco City Hall is now open; postings will now be INSIDE instead of on the door

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**Tammy Matzke moved to adjourn at 7:32pm. Ken Mergen second, motion carried 3-0. [Lacy-aye, Mergen-aye, Matzke-aye]**

Respectfully Submitted,

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Lucy Shonyo, Clerk

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Charlie Lacy, Chair