

Rochester Township

Board Meeting Minutes

February 8, 2024

Meeting was called to order at 7:00 pm by Chairman Jamie Neisen.

Members present - Matthew Kitzmann, Jamie Neisen, Jeff Orth, Michael Melford, Nathan Clarke and Randy Staver.

Guests – Pat McGowan and Brian Mueller.

Open Comments

- None.

Minutes – Nathan Clarke moved to approve the minutes for the January 11, 2024 meeting with a minor edit. Jeff Orth seconded. All voted in favor and the motion passed.

Matt Kitzmann moved to approve the minutes for the January 26, 2024 Board of Audit meeting. Nathan Clarke seconded. All voted in favor and the motion passed.

Deputy's Report –

- Deputy Dean Thompson was not present this month.

Treasurer's Report –

- Treasurer Randy Staver reported. There was no unusual activity to report.
- All year end reports have been filed. Work continues on the annual audit with Smith Schafer.
- Jamie Neisen asked whether ARPA funds could be used to help offset the purchase of the new skid loader. Matt Kitzmann commented that we could probably not use those funds since this was an equipment purchase through joint powers.
- Jeff Orth commented that he is receiving a slightly greater interest rate of 4.35% from Eaglerock Bank. Randy will check with Eaglerock regarding our current rate.
- Jeff Orth moved approval of the treasurer's report. Michael Melford seconded. All voted in favor and the motion passed.

Rochester Township Claims – Michael Melford moved and Nathan Clarke seconded to accept and pay Rochester Township claims #5449-5466 in the amount of \$36,842.90. All voted in favor and the motion passed with Jeff Orth abstaining.

JPB Claims – Jeff Orth moved and Nathan Clarke seconded to accept and pay Joint Powers Board claims #6451-6487 and the Rochester Township share in the amount of \$25,858.92 and a payroll share of \$14,755.97. All voted in favor and the motion passed.

Road Maintenance Supervisor Report –

- There have been minimal snow events so the road crew has been working on tree removals given the pleasant weather. The new skid loader is working fine.
- Pat relayed a discussion held at the Joint Powers Personnel Committee. They are recommending a 4.28% wage increase for Lucas Lentz. Part of the rationale is to manage through Chris Lien’s medical leave as well as prepare for his pending retirement in the not-too-distant future.
- Michael Melford moved approval of the committee recommendation. Jeff Orth seconded. All voted in favor and the motion passed.
- Pat is spending time looking at equipment records and ensuring that there is appropriate insurance coverage.
- Pat discussed recruitment efforts for summer help. He has one candidate he would like to pursue.

Land Use Plan Resolution –

- Will be revisited in May 2024.

2630 Wild Rose Lane SW –

- No new information to report.

Land Use Planning Workgroup –

- Jeff Orth reported that discussions are ongoing regarding the Nigon property. The preference is to remove the land from the urban service area and to allow for large lot development. The county land use process requires that the City of Rochester endorse the change and they have not done so. Rochester Township did submit a letter of support for a change for 50 acres.
- Alternatively, the Nigon family could create a 5 / 35 acre division which is felt would be poor land use planning. There is a total of nearly 300 acres that could be considered.
- Jeff discussed potential future goals for Mayo Clinic growth and the desire to have large lot inventory for future clinic workers.
- While the township previously sent a letter of support to the city, the township could choose to formally approach the city regarding redesignation of the 50 acres.

Speed Study –

- Pat will be moving the signs from 8th Street to Weather Hill.

- Matt Kitzmann asked about lead time to obtain removable speed tables.

Westhill Drive SW –

- Randy Staver noted that an invoice has been sent to the City of Rochester per the recently approved agreement.

Subdivision Ordinance –

- Jered Staton spoke and said that he had distributed the latest draft of the ordinance. He has also received the final road drawings from GGG which he presented. The projected Right of Way would be 85 feet. Matt discussed an option of shifting the roadway centerline such that the ROW would perhaps be closer to 75 feet. Jered will review further.
- Jered reviewed the sections that have been edited including sections 6.05 D, E and F. An additional edit pertaining to private snowplowing was suggested. Jered asked about maintenance of mailbox areas by a HOA and if the proposed language reflects the desired goals especially in cases where maintenance is not occurring or a HOA dissolves.

2024 / 2025 Budget –

- Randy Staver presented the draft budget which is based on board discussion that occurred January 26th. One minor change was suggested to the election wage line item to reduce it from \$8,280 to \$1,000. The proposed total amount for 2025 is \$1,489,127. This represents a 1.4% levy increase over 2024.
- Matt Kitzmann moved approval and Jeff Orth seconded to approve the proposed 2025 budget. All voted in favor and the motion passed.

Waste Hauling –

- Randy Staver presented information related to the current waste hauler, Waste Management, and two proposals for revised services.
- Jeff Orth moved to accept the proposal from Aspen Waste Services and to initiate cancellation of services with Waste Management. Michael Melford seconded. All voted in favor and the motion passed.

Annual Newsletter / Township Mailing –

- Randy Staver noted that the 2024 newsletter has been written and is posted on the township website. He said that any additional information or edits can be made. He also said that postcards have been mailed to township residents reminding them of the annual meeting and board supervisor election.

March Elections –

- Randy Staver reminded the board of the upcoming Presidential primary election to be held on Tuesday, March 5th and the township board supervisor election to be held Tuesday, March 12th.

Lilly Farm 4 –

- Randy Staver updated the board on the infrastructure project. The project is near completion and final payment has been requested. An appropriate resolution will be presented at the March meeting.

Pavilion Estates –

- Jered Staton reported on a conversation he had with Bill Tointon regarding signage posted on private property that adjoins the Pavilion Estates development. The signage is generally negative and the realtor is saying that it affects potential buyers. Bill suggested there could be legal action taken.

Use of town hall –

- Jered Staton said that he has been contacted by City of Rochester staff who would like to use the town hall to hold a neighborhood informational meeting on March 7, 2024 from 5:30-6:30 pm. Jered agreed that he could be present to allow building access. The board agreed.

Pool Ordinance –

- Jered Staton reported that he has received some questions regarding interpretation of the pool ordinance and the various protections such as pool covers, alarms and fencing. The Mayo Woodlands HOA would like to permit installation of pools. Parts of the ordinance language are vague or conflicting. Based on board direction, Jered will propose some language changes and present to the Planning & Zoning Commission for review. A public hearing will be required.

Reports:

TCPA Report –

- Jeff Orth said that TCPA will be meeting next week.

Board of Appeals & Adjustment Report (Township Board) –

- There was no additional action requested this month.

Planning and Zoning Commission Report –

- There will be no meeting in February. It is anticipated that the solar ordinance will be discussed at the March meeting.

Board Chair Report –

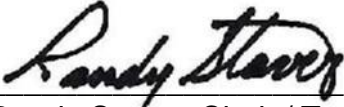
- No information to report this month.

Other Business –

- None

Meeting Adjourned – Jeff Orth moved to adjourn the meeting. Michael Melford seconded. All voted in favor and the motion passed. Meeting was adjourned at 9:45 PM.

Respectfully Submitted,



Randy Staver, Clerk / Treasurer

Jamie Neisen, Chairman