

Rochester Township Supervisors Meeting
Rochester Town Hall
Thursday, February 8, 2024
7:00 PM
AGENDA

- I. Call to order Town Board Meeting; Pledge of Allegiance
- II. Open comment period
- III. Minutes of the January 11, 2024 Board meeting
- IV. Minutes of the January 26, 2024 Board of Audit
- V. Deputy Report – Dean Thompson
- VI. Continuing Business Reports
 - A. Treasurer’s Report – Randy Staver
 - B. Rochester Township claims
 - C. Joint Powers claims
 - D. Road Maintenance Supervisor Report – Pat McGowan
- VII. Tabled Items
 - A. Resolution – land use plan amendment (review in May)
- VIII. Old Business
 - A. 2630 Wild Rose Ln SW
 - B. Land Use Planning work group
 - C. Speed study
 - D. Westhill Drive SW
- IX. New Business
 - A. Subdivision Ordinance – Storm Water ordinance
 - B. 2024/2025 Budget
 - C. Waste hauling
 - D. TBD
 - E. TBD
- X. Other Reports / Information Items
 - A. Information Items
 - i. Annual newsletter and post card
 - ii. March elections – March 5th and March 12th
 - B. TCPA Report – Jeff Orth

C. Planning & Zoning Commission Report

D. Board Chair Report

XI. Other Business

A. Future meetings

a. Planning & Zoning Commission – February 20, 2024 – 7:30 pm

XII. Adjourn

Rochester Township

Board Meeting Minutes

January 11, 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, Dean Thompson, Brandon Theobald, Stan Dee, Brian Mueller and seven members of the public.

Open Comments

- Stan Dee spoke to the board about snowplowing practices for gravel roads. He lives on 42nd Street SW. He has concerns that his road wasn't plowed recently and he has had problems getting plowed at times last year. Given where he lives there are problems with drifting. After speaking with the clerk, Mr. Dee is aware of the policy. Pat further explained the policy and the discretion he uses at times to determine when a road gets plowed.
- Jeff Orth spoke in support of Mr. Dee's concerns. He also explained the difference in blading on different pieces of equipment. The road grader used on gravel roads has more direct contact with the road service and the potential to cause damage.
- Jamie thanked Mr. Dee for bringing his concerns forward.
- Brandon Theobald spoke to the board about the billing process for engineering services. Historically, services for engineering and legal expenses for development projects were billed to the township since those services are provided on behalf of the township. The developer ultimately pays for the expenses which means the township pays the bill and then bills the developer for reimbursement. Recently, the Board decided to have those expenses billed directly to the developer rather than use the township as a pass through.
- Nathan Clarke emphasized that it is important that firms providing services for the township need to maintain their independence.
- Nathan Clarke moved to revert the billing practice back such that the township will invoice the developer for reimbursement of services. Billing should occur on a monthly basis. Michael Melford seconded. All voted in favor and the motion passed.

Minutes – Nathan Clarke moved to approve the minutes for the December 14, 2023 meeting. Michael Melford seconded. All voted in favor and the motion passed.

Deputy's Report –

- Deputy Dean Thompson stated that there were 31 calls for service.

Treasurer's Report –

- Treasurer Randy Staver reported. There was no unusual activity to report.
- Randy reminded board members of the election filing period which ends at 5:00 pm on Tuesday, January 16th. He will be at the town hall from 1:00-5:00 pm that day.
- Jeff Orth moved approval of the treasurer's report. Matt Kitzmann seconded. All voted in favor and the motion passed.

Rochester Township Claims – Matt Kitzmann moved and Jeff Orth seconded to accept and pay Rochester Township claims #5431-5448 in the amount of \$39,251.98. All voted in favor and the motion passed.

JPB Claims – Jeff Orth moved and Michael Melford seconded to accept and pay Joint Powers Board claims #6422-6449 and the Rochester Township share in the amount of \$26,345.06 and a payroll share of \$13,290.94. All voted in favor and the motion passed.

Road Maintenance Supervisor Report –

- Everything is in preparation for snow removal. He explained that he will often make decisions based on when to go out based on weather information and balancing use of resources.

Land Use Plan Resolution –

- Will be revisited in May 2024.

2630 Wild Rose Lane SW –

- Jamie noted that there is a pending sale offer on the property. The offer has been extended to December 31, 2024. Other than that, there was no other information to report.

Land Use Planning Workgroup –

- Nothing new to report this month.

Speed Study –

- Jamie Neisen distributed new data for east and west bound traffic on 8th Street.
- Pat will be moving the signs to Weather Hill.
- There was some discussion as to how much longer the road data will be studied before moving toward deciding what solutions to implement.

Subdivision Ordinance –

- Jered Staton spoke and said that the Planning & Zoning Commission approved the revised subdivision ordinance at their last meeting after holding a public hearing which had been published. They made one final edit that private roads would no longer be accepted other than by variance.
- Matt Kitzmann moved to ask GGG to add appropriate aerial schematics to complete the ordinance. Michael Melford seconded. All voted in favor and the motion passed.
- Matt asked about rescinding the moratorium. That action can be taken by the board at any time.
- There was some discussion as to who is responsible for maintenance of outlots. It could be a home owners association or the developer.
- Based on the suggested edits, Jered will create a revision and the subdivision will be brought back next month.

Variance Request - Herring –

- Jered Staton explained the reasoning for the request and pointed to the staff report. The property is currently non-conforming. Based on lot lines and the existing structure, there have been no changes since 1927.
- Jered reviewed the nine criteria for consideration of a variance request. Staff supports the variance request.
- Since the board is acting in their capacity as the Board of Adjustment, the topic must be opened for public comment.
- Jamie opened the public hearing. Matt Kitzmann posed a couple questions to members of the audience. Jamie closed the public hearing.
- Matt Kitzmann moved approval of the variance request. Jeff Orth seconded. All voted in favor and the motion passed.

RES2024_01_03 – Appointment of Election Judges –

- Supervisors Michael Melford and Nathan Clarke agreed to serve as election judges.
- Jeff Orth moved to approve RES2024_01_03. Matt Kitzmann seconded. All voted in favor and the motion passed.

RES2024_01_02 – Appointment of Absentee Ballot Board –

- Supervisors Jeff Orth and Michael Melford agreed to serve as ballot board officials.
- Jeff Orth moved to approve RES2024_01_02. Michael Melford seconded. All voted in favor and the motion passed.

RES2024_01_01 – Westhill Drive Maintenance Agreement –

- The City of Rochester has agreed to remit annual payment for maintenance of Westhill Drive SW on behalf of the city residents who live along the road. Previously, the city residents were billed individually.

- After Board approval, the agreement will also need to be approved by the Rochester City Council.
- Matt Kitzmann moved to approve RES2024_01_01. Nathan Clarke seconded. All voted in favor and the motion passed.

Annual Newsletter –

- Randy Staver presented copies of the annual newsletter and postcard invitation that were used in 2023. As was done last year, he proposed putting the newsletter on the township website and only mailing the postcard. He will work to develop content for the 2024 documents.
- Nathan Clarke moved approval of the newsletter / postcard process for 2024. Matt Kitzmann seconded. All voted in favor and the motion passed.

2024 / 2025 Township Budget –

- Randy Staver presented the first draft of the budget for 2025 which also included a summary of actual expenses for 2023. The Board will have a budget work session on Friday, January 26th at 9:00 AM immediately following the quarterly Joint Powers Board meeting. The Board must approve the budget at the February board meeting so that it can be presented for voter approval at the annual meeting in March.
- After some discussion it was proposed that we use a 3.5% increase across all budget categories as a starting point. There was some discussion whether the baseline for an increase should be the 2024 approved numbers or the 2023 actual. Historically, the approved numbers have been used and will be again this cycle.
- Randy Staver pointed out the use of expected revenue sources, specifically bank interest and TCPA rent, to offset some of the increase.

Mayo Woodlands Third Variance Request –

- Jered Staton discussed. It was previously determined that he would contact the remaining owners and potentially bring forward a single variance request for those owners rather than one by one. That variance request would come before the Township Board serving in their role as the Board of Adjustment.
- Jered has not been able to contact all of the owners yet.

Snowplowing Equipment –

- Matt Kitzmann talked about new plowing equipment and more efficient clearing of roads.

Abandoned Cistern –

- Jamie stated that Nathan Clarke had followed up on a resident report of what looked to be an abandoned cistern. The board discussed potential safety hazards. Nathan will follow up with the property owner to discuss solutions for mitigating the hazard.

Reports:

TCPA Report –

- Michael Melford reported. Ethan Kaske began work in January and is in process of learning TCPA procedures from David and Jered. Compensation was established and there will be a review after 6 months.
- The overhead for TCPA is approximately \$40-42,000 per month.
- Oronoco township may wish to join TCPA. That discussion is ongoing.

Board of Appeals & Adjustment Report (Township Board) –

- There was no additional action requested this month.

Planning and Zoning Commission Report –

- No more information other than what was provided earlier.

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 10:10 PM.

Respectfully Submitted,

Randy Staver, Clerk / Treasurer

Jamie Neisen, Chairman

Rochester Township
Board of Audit Meeting Minutes
January 26, 2024

Meeting was called to order at 9:10 am by Chairman Jamie Neisen.

Members present - Matthew Kitzmann, Jamie Neisen, Nathan Clarke and Randy Staver

Board of Audit –

- Randy Staver explained the process used to conduct the boards annual audit and the boards responsibilities.
- Board members used the 2023 receipts and disbursements reports to select multiple items upon which the treasurer produced the supporting documentation.
- The Board evaluation found no errors and the document attesting to accuracy of the township books was signed by all members.

2025 Budget Work Discussion –

- The Board then proceeded with a discussion of the 2025 budget. Randy explained that this is only a work session and the Board will vote at the February meeting. The budget will then be brought forward to the annual meeting in March for voter approval.
- A draft budget was presented with an across the board 3.5% increase as stated in the January board meeting.
- Randy Staver suggested using some expected revenues (bank interest and TCPA rent) to help offset the needed expense amount.
- Board members largely agreed with the proposed 2025 amounts with some corrections.
 - The board increased slightly the tree trimming budget due to ongoing tree removal related to emerald ash borer.
 - The board reduced the expected amount for bank interest given that we could see reductions in the interest rate received.
- Randy will revise the budget based on the discussion and place on the agenda for the February board meeting.

Meeting Adjourned – Matt Kitzmann moved to adjourn the meeting. Nathan Clarke seconded. All voted in favor and the motion passed. Meeting was adjourned at 10:00 am.

Respectfully Submitted,

Randy Staver, Clerk / Treasurer

Jamie Neisen, Chairman

DRAFT

February 2024
Treasurer's Report

Period: 01/01/2024 - 01/31/2024

Accounts

Opening Balance - ONB - checking	#5320	\$	120,000.00
Deposits		\$	16,019.02
Interest checking (1.00%)		\$	101.64
Checks / Withdrawals		\$	(46,132.42)
Sweep debits checking (-)		\$	(15,811.75)
Sweep credits checking (+)		\$	45,823.51
Ending balance checking		\$	120,000.00

Opening Balance - ONB - savings	#0201	\$	130,000.00
Interest savings (4.00%)		\$	435.43
Sweep debits savings (-)		\$	(62,066.69)
Sweep credits savings (+)		\$	61,631.26
Ending balance savings		\$	130,000.00

Opening Balance - ONB - IntraFi	#0201	\$	1,673,721.00
Interest ICS (4.00%)		\$	5,219.65
Sweep credits ICS (+)		\$	16,235.51
Sweep debits ICS (-)		\$	(185,792.37)
Ending balance ICS		\$	1,509,383.79

Total ONB ending balance **\$ 1,759,383.79**

Adjustments - in transit \$ 536.07

Cash Control ending balance **\$ 1,759,919.86**

Total ending ONB balance	\$	1,759,383.79
- Reserve (1/2 of Est. Bud).	\$	(500,000.00)
- Designated ARPA funds	\$	(136,361.95)
- Designated Griffin road project		(\$98,951.82)
Available to Spend	\$	1,024,070.02

<u>Deposits</u>		
Cafeteria plan	\$	208.33
TCPA rent	\$	500.00
Developer reimbursement	\$	2,196.58
Developer reimbursement	\$	756.55
Developer reimbursement	\$	3,247.90
Tax levy	\$	9,109.66
TBD	\$	-
TBD	\$	-
TBD	\$	-
TBD	\$	-
Total	\$	16,019.02

PROJECT

- Westhill Drive SW - invoice for road care annually - invoice mailed to City of Rochester

Rec'd \$ -

- Griffin Construction (restricted funds):

Beginning balance	\$710,159.69	<u>Date Pd.</u>
Payment	(\$88,414.00)	9/6/2022
Payment	(\$318,968.03)	10/8/2022
Payment	(\$158,753.09)	11/5/2022
Payment	(\$1,838.25)	1/7/2023
Payment	(\$43,234.50)	7/21/2023
Payment	\$0.00	
Current balance	<u>\$98,951.82</u>	

- ARPA Expenditures (restricted funds):

Beginning balance	\$207,964.10	<u>Date Pd.</u>
JPB staffing	(\$2,549.19)	11/6/2021 Essential workers
JPB staffing	(\$2,549.19)	12/4/2021 Essential workers
LED lighting upgrade	(\$2,407.00)	4/15/2022 Revenue replacement
Office equipment - printer	(\$899.99)	4/15/2022 Revenue replacement
Backflow preventer work	(\$1,719.23)	5/7/2022 Revenue replacement
Speed signs	(\$9,392.00)	11/5/2022 Revenue replacement
Repair shop floor	(\$34,772.50)	2/9/2023 Revenue replacement
Office equipment - computer	(\$1,899.98)	3/31/2023 Revenue replacement
Boardroom monitor	(\$1,540.32)	6/30/2023 Revenue replacement
Town hall grill	(\$1,263.75)	6/30/2023 Revenue replacement
Leadow Crossing Road striping	(\$12,609.00)	8/5/2023 Revenue replacement
(e) TBD	\$0.00	
(e) TBD	\$0.00	
(e) TBD	\$0.00	
(e) TBD	\$0.00	
Current balance	<u>\$136,361.95</u>	

Note: ARPA expenditures must be obligated by 12/31/2024 and spent by 12/31/2026.



975 34TH AVE. NW, ROCHESTER, MN 55901
Ph. 507-280-0621

Return Service Requested



ROCHESTER TOWNSHIP
4111 11TH AVE SW
ROCHESTER, MN 55902-1508

PERIODIC STATEMENT

Date: Jan 31, 2024
Period: Jan 01, 2024 to Jan 31, 2024
(31 days)

Welcome to Eagle Rock Bank (formerly ONB Bank)!

Visit our new website at www.eaglerock.bank

Your Account(s) at a Glance

Deposit Account(s)	Account #	Interest Earned YTD	Balance as of 01/31
ONB Comm Checking -	CK-1000005320	101.64	120,000.00
ONB Community Saving	SV-0700000201	435.43	130,000.00

ACCOUNT #: CK - 1000005320 ONB Comm Checking - Int

ONB Community Checking

ROCHESTER TOWNSHIP

Enclosures: 14

Beginning Balance as of 01/01/24	120,000.00
Deposits & Other Credits	61,944.17
Charges & Fees	0.00
Checks & Other Debits	61,944.17
Average Balance	120,000.00
Ending Balance as of 01/31/24	120,000.00

Account #: CK -1000005320

PERIODIC STATEMENT
ROCHESTER TOWNSHIP

Jan 31, 2024

ACCOUNT #: SV - 0700000201 ONB Community Savings

Community Savings

ROCHESTER TOWNSHIP

Enclosures: 0

Beginning Balance as of 01/01/24	130,000.00
Deposits & Other Credits	62,066.69
Charges & Fees	0.00
Checks & Other Debits	62,066.69
Average Balance	128,521.24
Ending Balance as of 01/31/24	130,000.00

Charges and Fees Related to Overdrafts and Returned Items

	Total For This Period	Total Year-to-Date
Total Overdraft Fees:	0.00	0.00
Total Returned Items Fees:	0.00	0.00

Transaction Information

Date	Check#	Description	Debit Amount	Credit Amount
01/02		Minimum Balance/Sweep Adjustment Credit		1,963.83
01/03		Minimum Balance/Sweep Adjustment Credit		12.50
01/08		Sweep - Sweep from CK		2,953.13
01/09		Minimum Balance/Sweep Adjustment Credit		2,974.00
01/12		Minimum Balance/Sweep Adjustment Credit		6,796.92
01/16		Sweep - Sweep from CK		399.42
01/17		Sweep - Sweep from CK		3,247.90

ONB Bank
975 34th Ave NW
Rochester, MN 55901

RETURN SERVICE REQUESTED

Rochester Township
4111 11th Ave SW
Rochester, MN 55902

Contact Us
507-280-0621
operations@bankononb.com
www.bankononb.com



Account
Rochester Township

Date
01/31/2024

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1 of 2

IntraFi Cash ServiceSM, or ICS[®], Monthly Statement

The following information is a summary of activity in your account(s) for the month of January 2024 and the list of FDIC-insured institution(s) that hold your deposits as of the date indicated. These deposits have been placed by us, as your agent and custodian, in deposit accounts through IntraFi Cash Service. Funds in your deposit accounts at the FDIC-insured institutions at which your funds have been placed will be "deposits," as defined by federal law.

Summary of Accounts

Account ID	Deposit Option	Interest Rate	Opening Balance	Ending Balance
*****201	Savings	4.00%	\$1,673,721.00	\$1,509,383.79
TOTAL			\$1,673,721.00	\$1,509,383.79

For the Period : 1/2/2024 To 1/31/2024

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>	<u>Less Deposits In Transit</u>	<u>Plus Outstanding Checks</u>	<u>Total Per Bank Statement</u>
General Fund	\$1,196,158.47	\$4,404.06	\$13,605.64	\$1,186,956.89	\$0.00	\$1,192.50	\$1,188,149.39
Road and Bridge	\$95,077.10	\$9,201.48	\$30,549.45	\$73,729.13	\$0.00	\$0.00	\$73,729.13
Federal Programs - ARPA	(\$61,477.75)	\$0.00	\$0.00	(\$61,477.75)	\$0.00	\$0.00	(\$61,477.75)
Cafeteria Fund	\$2,499.96	\$208.33	\$0.00	\$2,708.29	\$0.00	\$0.00	\$2,708.29
Escrow Fund - Development	\$19,525.05	\$0.00	\$0.00	\$19,525.05	\$0.00	\$0.00	\$19,525.05
General Reserves	\$653,027.24	\$5,998.06	\$0.00	\$659,025.30	\$0.00	\$0.00	\$659,025.30
Sheriff Protection	(\$6,609.53)	\$157.59	\$0.00	(\$6,451.94)	\$0.00	\$0.00	(\$6,451.94)
Fire Protection	(\$176,744.17)	\$1,586.61	\$0.00	(\$175,157.56)	\$0.00	\$0.00	(\$175,157.56)
General Capital Projects	\$61,202.33	\$219.61	\$0.00	\$61,421.94	\$0.00	\$0.00	\$61,421.94
Electric	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
INTERNAL SERVICE FUNDS (701 through 799)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Clearing	(\$1,551.99)	\$0.00	\$0.00	(\$1,551.99)	\$0.00	\$0.00	(\$1,551.99)
Total	\$1,781,106.71	\$21,775.74	\$44,155.09	\$1,758,727.36	\$0.00	\$1,192.50	\$1,759,919.86

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>	<u>Less Deposits In Transit</u>	<u>Plus Outstanding Checks</u>	<u>Total Per Bank Statement</u>
Jamie Neisen	Chair, Town Supervisor						Date
Jeff Orth	Town Supervisor						Date
Matthew Kitzmann	Town Supervisor						Date
Michael Melford	Town Supervisor						Date
Nathan Clarke	Town Supervisor						Date

For the Period : 1/1/2024 To 1/31/2024

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>	<u>Less Deposits In Transit</u>	<u>Plus Outstanding Checks</u>	<u>Total Per Bank Statement</u>
General Fund	\$15,251.92	\$1,370.61	\$2,562.80	\$14,059.73	\$0.00	\$117.97	\$14,177.70
Road and Bridge	(\$51,029.81)	\$53,299.32	\$38,621.43	(\$36,351.92)	\$0.00	\$617.52	(\$35,734.40)
Lien Cafeteria	\$10,612.41	\$581.30	\$581.31	\$10,612.40	\$0.00	\$0.00	\$10,612.40
Reiland Cafeteria	\$1,145.48	\$0.00	\$0.00	\$1,145.48	\$0.00	\$0.00	\$1,145.48
McGowan Cafeteria	\$11,613.92	\$400.00	\$400.00	\$11,613.92	\$0.00	\$0.00	\$11,613.92
General Capital Projects	\$429,606.43	\$9,583.34	\$53,479.80	\$385,709.97	\$0.00	\$0.00	\$385,709.97
Reserve for Sick Leave	\$74,408.34	\$208.34	\$0.00	\$74,616.68	\$0.00	\$0.00	\$74,616.68
Cascade Township	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00
Rochester Township	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00
Total	\$511,608.69	\$65,442.91	\$95,645.34	\$481,406.26	\$0.00	\$735.49	\$482,141.75

Date

Date Range : 1/1/2024 To 1/31/2024

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
01/31/2024	Olmsted County Public Works Dept.	Various parts - December statement	5449	\$42.85	201-43138-235-	Misc Road Work	\$42.85
01/31/2024	Crystal Lammers	Town hall cleaning	5450	\$100.00	100-43201-100-	Town Hall Custodian	\$100.00
01/31/2024	Olmsted County Assn	OCTOA dues	5451	\$200.00	100-41530-433-	Accounting	\$200.00
01/31/2024	WHKS	Invoices 50260, 50057	5452	\$660.00	100-41110-314-804	Council/Town Board	\$660.00
01/31/2024	Forum Communications Company	Legal ads - office filing	5453	\$38.64	100-41130-351-	Ordinances and Proceedings	\$38.64
01/31/2024	Jeff Orth	Reimbursement for medical expenses	5454	\$2,499.96	220-41140-230-	Township Board - Cafeteria	\$2,499.96
01/31/2024	Visa	January statement - Name tag, ink, toner	5455	\$253.17	100-41110-201-	Council/Town Board	\$253.17
01/31/2024	Randy Staver	Reimbursement for pre-payment of postage	5456	\$259.94	100-41940-322-	General Government Buildings and Plant	\$259.94
01/31/2024	Rochester Township Cafeteria Acct	January 2024 paycheck cafeteria deposit	5457	\$208.33	100-41110-103-	Council/Town Board	\$208.33
01/31/2024	GDO Law	Invoices 16118	5458	\$432.00	100-41110-304-	Council/Town Board	\$432.00
01/31/2024	Joint Powers Board	January claims and payroll	5459	\$25,858.92	201-43127-310-	Joint Powers	\$25,858.92
01/31/2024	Orth Farms	Tree removal	5460	\$1,050.00			

Rochester Township

Claims List for Approval

2/3/2024

Date Range : 1/1/2024 To 1/31/2024

Date	Vendor	Description	Claim #	Total	Account #	Account Name	Detail
01/31/2024	Culligan of Greater Rochester	Water	5461	\$56.16	100-41940-229-	General Government Buildings and Plant	\$56.16
01/31/2024	Charter Communications	Invoice 175428901012124	5462	\$129.99	100-41940-325-	General Government Buildings and Plant	\$129.99
01/31/2024	Federal Government	February payroll taxes - Q1, #2	5463	\$992.93	100-41110-103-100-41425-103-	Council/Town Board Clerk	\$300.30 \$692.63
01/31/2024	State of Minnesota	February payroll taxes - Q1, #2	5464	\$105.44	100-41110-103-100-41425-103-	Council/Town Board Clerk	\$2,720 \$102.72
01/31/2024	PERA	January 2024 payroll deductions	5465	\$979.57	100-41110-103-100-41425-103-	Council/Town Board Clerk	\$517.40 \$462.17
01/31/2024	Empower - MN Deferred Comp Plan	January 2024 Deferred Income	5466	\$2,975.00	100-41110-103-102-100-41110-103-103-100-41110-100-104	Council/Town Board Council/Town Board Council/Town Board	\$1,275.00 \$700.00 \$1,000.00
Total For Selected Claims				\$36,842.90			\$36,842.90

Date Range : 1/1/2024 To 1/31/2024

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
	Jamie Neisen	Chair, Town Supervisor				Date	
	Jeff Orth	Town Supervisor				Date	
	Matthew Kitzmann	Town Supervisor				Date	
	Michael Melford	Town Supervisor				Date	
	Nathan Clarke	Town Supervisor				Date	

Date Range : 1/1/2024 To 1/31/2024

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
01/31/2024	Menards - Rochester North	shop tools	6451	\$124.63	201-43115-221-	Shop & Equipment Supplies	\$124.63
01/31/2024	Menards - Rochester South	mailbox repair and tools	6452	\$133.95	201-43115-221-	Shop & Equipment Supplies	\$133.95
01/31/2024	Nuss Truck & Equipment	coolant and annual filters for trucks	6453	\$1,340.88	201-43116-229-100 201-43116-229-102 201-43116-229-103 201-43116-229-113 201-43115-221-	Heavy Equipment Repairs Heavy Equipment Repairs Heavy Equipment Repairs Heavy Equipment Repairs Shop & Equipment Supplies	\$302.07 \$302.07 \$336.57 \$302.07 \$98.10
01/31/2024	Original Mechanics	hydraulic quik coupler and fabrication	6454	\$1,934.12	201-43116-229-119	Heavy Equipment Repairs	\$1,934.12
01/31/2024	RDO Equipment Co	sharpen blades on chipper	6455	\$80.00	201-43116-229-120	Heavy Equipment Repairs	\$80.00
01/31/2024	MNSCO	welding blanket	6456	\$84.83	201-43115-221-	Shop & Equipment Supplies	\$84.83
01/31/2024	Bauer Built	rotate tires on F550	6457	\$157.50	201-43116-229-117	Heavy Equipment Repairs	\$157.50
01/31/2024	FastSigns	HiVis sweatshirts for drivers	6458	\$126.25	201-41940-219-	General Government Buildings and Plant	\$126.25
01/31/2024	Little Falls Machine, Inc	2019 spinner motor replacement; 2014 auger motor replacement	6459	\$1,879.79	201-43116-229-103 201-43116-229-100	Heavy Equipment Repairs Heavy Equipment Repairs	\$651.17 \$1,228.62
01/31/2024	ProLine Dist.	shop tools	6460	\$32.28	201-43115-221-	Shop & Equipment Supplies	\$32.28

Date Range : 1/1/2024 To 1/31/2024

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
01/31/2024	CHS	Winter blend fuel and DEF	6461	\$1,723.02	201-43111-212-	Fuel	\$1,723.02
01/31/2024	NAPA Auto Parts - Rochester	tools, dry sweep, wipers	6462	\$126.91	201-43115-221-	Shop & Equipment Supplies	\$126.91
01/31/2024	RDO Equipment Co	replacement lights for loader	6463	\$344.93	201-43116-229-108	Heavy Equipment Repairs	\$344.93
01/31/2024	Rochester Ford	2019 F550 - filter	6464	\$300.60	201-43116-229-117	Heavy Equipment Repairs	\$300.60
01/31/2024	Nuss Truck & Equipment	2016 heater fan motor repair	6465	\$518.84	201-43116-229-102	Heavy Equipment Repairs	\$518.84
01/31/2024	Ronco Engineering Sales, Inc.	hydraulics parts and fittings	6466	\$312.72	201-43115-221-	Shop & Equipment Supplies	\$312.72
01/31/2024	Sara Rudquist	reimbursement - postage	6467	\$65.75	100-41940-210-	General Government Buildings and Plant	\$65.75
01/31/2024	People's Energy Cooperative	Rochester Township	6468	\$216.00	100-41940-381-201	General Government Buildings and Plant	\$216.00
01/31/2024	People's Energy Cooperative	Cascade Township	6469	\$412.00	100-41940-381-200	General Government Buildings and Plant	\$412.00
01/31/2024	Century Link	507-282-6488	6470	\$174.01	100-41940-386-201	General Government Buildings and Plant	\$174.01
01/31/2024	Waste Managememt	Cascade trash	6471	\$218.94			

Date Range : 1/1/2024 To 1/31/2024

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
					100-41940-384-200	General Government Buildings and Plant	\$218.94
01/31/2024	Waste Management	Rochester trash	6472	\$448.91			
					100-41940-384-201	General Government Buildings and Plant	\$448.91
01/31/2024	Rochester Public Utilities	2009272 - RT water only	6473	\$63.89			
					100-41940-382-201	General Government Buildings and Plant	\$63.89
01/31/2024	Olmsted Medical Center	PR OMC Select - random testing	6474	\$80.00			
					201-43102-305-	Road Salary	\$80.00
01/31/2024	NCPRS Group Life Ins	Chris Lien ID 1156 - February 2024	6475	\$16.00			
					201-41970-365-300	Insurance	\$16.00
01/31/2024	Minnesota Energy Resources	Cascade 01/23/2024	6476	\$235.62			
					100-41940-383-200	General Government Buildings and Plant	\$235.62
01/31/2024	Minnesota Energy Resources	Rochester 01/28/2024	6477	\$250.00			
					100-41940-383-201	General Government Buildings and Plant	\$250.00
01/31/2024	Charter Communications	Cascade phone and internet	6478	\$132.97			
					100-41940-386-200	General Government Buildings and Plant	\$132.97
01/31/2024	Pat McGowan	Reimbursement - D-rings for trailer, parts	6479	\$103.54			
					201-43115-221-	Shop & Equipment Supplies	\$103.54
01/31/2024	Lucas Lentz	reimbursement - partial 2024 boot allowance	6480	\$210.09			
					201-41940-219-	General Government Buildings and Plant	\$210.09

Date Range : 1/1/2024 To 1/31/2024

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
01/31/2024	Chris Lien	Reimbursement - shop tools	6481	\$8.63	201-43115-221-	Shop & Equipment Supplies	\$8.63
01/31/2024	Empower	Deferred income - Chris L. and Pat M.	6482	\$650.00	320-41440-175- 340-41450-175-	Chris Lien HSA Pat McGowan HSA	\$250.00 \$400.00
01/31/2024	PERA	February 2024 payroll contributions	6483	\$3,401.38	201-43102-121- 201-43102-174-	Road Salary Road Salary	\$1,822.16 \$1,579.22
01/31/2024	Premier Bank	Chris Lien HSA	6484	\$400.00	320-41440-173-361	Chris Lien HSA	\$400.00
01/31/2024	MN Department of Revenue	February 2024 payroll taxes Q1 payment 2	6485	\$1,163.23	201-43102-172-	Road Salary	\$1,163.23
01/31/2024	United States Treasury	February 2024 payroll taxes Q1 payment 2	6486	\$6,062.02	201-43102-171- 201-43102-122-	Road Salary Road Salary	\$4,123.84 \$1,938.18
01/31/2024	Premier Bank Fees	February ACH processing fee	6487	\$15.00	100-41940-210-	General Government Buildings and Plant	\$15.00
Total For Selected Claims				\$23,549.23			\$23,549.23

Date

Joint Powers Board Report February meeting **Claims: January**

Rochester and Cascade Townships

	Total	Rochester Township	Cascade Township
Payroll:			
Pay: Payroll Claims	\$ 17,819.31		
Deductions & Township FICA	\$ 10,642.63		
	\$ -	\$ -	\$ -
Employee Ded HSA	\$ 1,050.00		
Total	\$ 29,511.94	\$ 14,755.97	\$ 14,755.97

Non- Payroll Disbursements:			
Claims (52.35%/47.65%)	\$ 11,856.60	\$ 6,207.11	\$ 5,649.49
Salt / Sand (47% / 53%)	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
Total Disbursements	\$ 41,368.54	\$ 20,963.08	\$ 20,405.46

Claims List	\$ 23,549.23		
Net Pay Dist.	\$ 17,819.31		
	\$ 41,368.54		
Equipment 1/12 of Amt. Budget	\$ 9,583.34	\$ 4,791.67	\$ 4,791.67
Sick Leave Escrow	\$ 208.34	\$ 104.17	\$ 104.17
Amount owed by each townsh	\$ 51,160.22	\$ 25,858.92	\$ 25,301.30
	\$ 51,160.22		
Should be 00	\$ -		

**2024 equipment budget = \$115,000

2023 Cascade	26.95	47.65%
2023 Rochester	29.61	52.35%

	5.52 miles gravel
	24.09 miles paved
total	56.56
	51.04 paved

	Amount	
6487	\$ 15.00	Premier
6453	\$ 1,340.88	Nuss
6454	\$ 1,934.12	Original
6455	\$ 80.00	RDO
6456	\$ 84.83	MNSCO
6457	\$ 157.50	Bauer
6458	\$ 126.25	FastSigns
6459	\$ 1,879.79	Falls
6460	\$ 32.28	ProLine
6451	\$ 124.63	Menards
6452	\$ 133.95	Menards
6461	\$ 1,723.02	CHS
6462	\$ 126.91	NAPA
6463	\$ 344.93	RDO
6464	\$ 300.60	Roch For
6465	\$ 518.84	Nuss
6466	\$ 312.72	Ronco
6467	\$ 65.75	Sara R
6474	\$ 80.00	OMC
6479	\$ 103.54	Pat M
6480	\$ 210.09	Luke L
6481	\$ 8.63	Chris L
6478	\$ 132.97	C-Charter
6470	\$ 174.01	Century L
6468	\$ 216.00	R-People
6469	\$ 412.00	C-People
6473	\$ 63.89	RPU
6472	\$ 448.91	R-Waste
6471	\$ 218.94	C-Waste
6476	\$ 235.62	C-Mn En
6477	\$ 250.00	R-MN En
Total	\$ 11,856.60	
		Olm Aggr
		Compass
Total	\$ -	Salt/Sanc
6485	\$ 1,163.23	STATE
6483	\$ 3,401.38	PERA + /
6475	\$ 16.00	NCPERS
6486	\$ 6,062.02	FED
Total Payroll	\$ 10,642.63	
Cafeteria Payments		
6482	\$ 650.00	Deferred
6484	\$ 400.00	CL HS A
	\$ 1,050.00	
Total	\$ 23,549.23	
Payroll	\$ 17,819.31	
	\$ 41,368.54	

Rochester Township

Gross Pay Report

For the Period 2/1/2024 to 2/29/2024

<u>Employee Name</u>	<u>Title</u>	<u>Gross Wages</u>
Clarke, Nathan	Supervisor	1,217.45
Kitzmann, Matthew	Supervisor	1,217.45
Melford, Michael	Supervisor	1,217.45
Neisen, Jamie	Supervisor	1,521.81
Orth, Jeff	Supervisor	1,217.45
Staver, Randy R	Clerk/Treasurer	3,301.20
Staver, Sheila	Record Keeping	96.00

**Rochester Township
Budget Information**

Fund	Account	Object	Description	2023 Budget Approved	2023 Actual	2024 Budget Approved	2025 Budget Proposed
100	General Fund						
	Disbursements:						
	41110	103	Supervisors - Wages	\$85,313	\$75,717.06	\$92,138	\$95,363
220	41140	230	Cafeteria Plan	\$0	\$2,503.67	\$0	\$0
	41110	133	Employer Paid Insurance - Supervisor	\$0	\$0.00	\$0	\$0
	41425, 41410	103	Clerk/Treasurer - Wages Including Elections	\$32,400	\$40,363.28	\$34,992	\$36,217
	41425	106	Clerk/Treasurer - Assistant - Wages	\$23,850	\$1,901.92	\$25,758	\$26,660
			Total Board Wages	\$141,563	\$120,485.93	\$152,888	\$158,239
			Election Expense				
	41110, 41960	103	Election Expense - Wages - Judges	\$1,070	\$530.00	\$8,000	\$8,280
	41410	201	Election Expense - Printing and Supplies	\$535	\$50.46	\$578	\$598
	41410	351	Election Expense - Legal Ads	\$200	\$40.25	\$216	\$224
			Total Election	\$1,805	\$620.71	\$8,794	\$9,102
			Administration				
	41110	205, 230	Operating Supplies	\$2,479	\$1,773.31	\$2,677	\$2,771
	41130, 41940	351	Legal Ads - Ordinances	\$0	\$653.89	\$0	\$0
	41940	309, 325	Information Technology	\$2,953	\$4,078.28	\$3,189	\$3,301
	41110	308	Staff Development / Training - Supervisors	\$642	\$75.00	\$693	\$717
	41425	308	Staff Development / Training - Clerk	\$321	\$50.00	\$347	\$359
	41910	100	Board of Adjustment	\$535	\$0.00	\$578	\$598
	41940	322	Postage	\$200	\$206.32	\$216	\$224
	41110, 41940	352	Printing	\$776	\$915.54	\$838	\$867
	43201	401	Custodial Wages and Supplies	\$2,479	\$1,000.00	\$2,677	\$2,771
	43201	100					
	43202	229					
	41530	810	Refunds & Reimbursements	\$0	\$0.00	\$0	\$0
	41940	229	Building Maintenance	\$0	\$0.00	\$0	\$0
	41940	208	Picnic	\$621	\$800.53	\$1,500	\$1,553
	42408	311	Utilities - Security monitoring	\$566	\$415.17	\$611	\$632
	43160	386	8th Street Lights	\$589	\$469.00	\$636	\$658
			Total Administration	\$12,160	\$10,437.04	\$13,962	\$14,451

			Auditor Expense				
41530	301		Auditor& Accounting Fees	\$7,062	\$6,630.00	\$7,627	\$7,894
			Attorney Expense				
41610	304		Attorney Fees - Township	\$20,000	\$10,102.25	\$60,000	\$62,100
41610	315		Attorney Fees - Non-township	\$0	\$1,647.00	\$0	\$0
41910	103		Planning & Zoning Commission Wages	\$1,766	\$2,850.00	\$1,907	\$1,974
			Engineering Fees				
41915	303		Engineering Fees - Township	\$30,734	\$8,124.80	\$33,193	\$34,355
41915	314		Engineering Fees - Non-Township	\$0	\$25,454.64	\$0	\$0
			Total Auditor, Legal and P&Z	\$59,562	\$54,808.69	\$102,727	\$106,322
			Insurance Expense				
41970	361		Insurance- Property & Liability	\$4,280	\$3,718.00	\$4,622	\$4,784
41970	151		Insurance - Workers Comp	\$1,605	\$0.00	\$1,733	\$1,794
			Total Insurance	\$5,885	\$3,718.00	\$6,355	\$6,577
			Township Association Dues				
41530	433		Officer Association Dues	\$1,555	\$1,292.88	\$1,679	\$1,738
			Total Association Dues	\$1,555	\$1,292.88	\$1,679	\$1,738
			Animal Control				
42701	384		Gopher Bounty	\$910	\$472.00	\$983	\$1,017
			Total Animal Control	\$910	\$472.00	\$983	\$1,017
41940	229		Building Repair and Maintenance	\$5,350	\$1,564.01	\$5,778	\$5,980
41940	403		Other Contract Services	\$5,350	\$0.00	\$5,778	\$5,980
			Total Contract Services	\$10,700	1,564.01	\$11,556	\$11,960
			Total General Fund Disbursements	\$234,139	193,399.26	\$298,944	\$309,407

201	Road and Bridge Fund						
	Disbursements:		Road and Bridge				
43120	231	Road Rock	\$10,700	\$2,297.12	\$11,556	\$11,960	
43126	228	Heavy Equipment Repairs	\$0	\$0.00	\$0	\$0	
43120	235	Culverts	\$7,490	\$15,250.60	\$8,089	\$8,372	
43120	232	Calcium	\$3,210	\$0.00	\$6,000	\$6,210	
43120	233	Signs	\$1,070	\$2,139.88	\$1,156	\$1,196	
43134	234	Black Top & Overlays	\$332,321	\$373,964.16	\$358,907	\$371,469	
43135	236	Seal Coat & Crack Fill	\$66,340	\$70,050.40	\$71,647	\$74,155	
43138	230	Road Miscellaneous	\$0	\$250.42	\$0	\$0	
43138	401	Contract Services	\$0	\$0.00	\$0	\$0	
43138	408	Tree Trimming & Brush Dump	\$3,745	\$2,352.45	\$4,045	\$5,187	
43138	303	Consulting Engineers	\$5,350	\$0.00	\$0	\$0	
43260	230	Weed Control	\$2,140	\$1,440.00	\$2,311	\$2,392	
43120	409	Striping	\$2,140	\$0.00	\$2,311	\$2,392	
43127	310	JPB Road Service	\$321,000	\$331,092.24	\$346,680	\$358,814	
43155	237	Storm Water Management	\$2,140	\$1,280.00	\$2,311	\$2,392	
		Total Road & Bridge	\$757,646	800,117.27	\$815,013	\$844,539	
		Total Road and Bridge Fund Disbursements	\$757,646	800,117.27	\$815,013	\$844,539	
270	Fire Protection						
	Disbursements:						
42220	312	Fire Protection	\$231,978	\$231,978.00	\$241,257	\$250,907	
		Total Fire Fund Disbursements	\$231,978	\$231,978.00	\$241,257	\$250,907	
260	Public Safety						
	Disbursements:						
42120	313	Sheriff Protection	\$22,946	\$22,946.40	\$24,323	\$25,782	
		Total Public Safety Fund Disbursements	\$22,946	\$22,946.40	\$24,323	\$25,782	
401	Capital Projects						
	Disbursements:						
43120	530	Meadow Crossing Road	\$32,100	\$0.00	\$0	\$0	
		Total Capital Projects Fund Disbursements	\$32,100	\$0.00	\$0	\$0	
250	Reserve Fund						
	Disbursements:						
41560	521	Reserve Expenditures	\$50,000	\$0.00	\$88,668	\$91,771	
		Total Reserve Fund Disbursements	\$50,000	\$0.00	\$88,668	\$91,771	

Summary of Expenses				2023 Approved	2023 Actual	2024 Approved	2025 Proposed
Fund 100		General Fund		\$234,139	\$193,399	\$298,944	\$309,407
Fund 200		Road and Bridge		\$757,646	\$800,117	\$815,013	\$844,539
Fund 300		Fire Protection		\$231,978	\$231,978	\$241,257	\$250,907
Fund 320		Sheriff Protection		\$22,946	\$22,946	\$24,323	\$25,782
Fund 401		Capital Projects		\$32,100	\$0	\$0	\$0
Fund 250		Reserve		\$50,000	\$0	\$88,668	\$91,771
		Total Expenses		\$1,328,809	\$1,248,440.93	\$1,468,205	\$1,522,407
Estimated Revenues Other Than Levy				2023 Approved	2023 Actual	2024 Approved	2025 Proposed
100, 250	36201, 36210	Bank Interest		\$0	\$47,601	\$0	\$20,000
100	34101	TCPA Rent		\$0	\$6,000	\$0	\$6,000
Total Estimated Income				\$0	\$53,601	\$0	\$26,000
Total Expenses for the Year				\$1,328,809	\$1,248,441	\$1,468,205	\$1,522,407
Less: Revenue for the Year				\$0	\$0	\$0	(\$26,000)
Less: Transfer from Reserves				\$0	\$0	\$0	\$0
Tax Levy for the Year				\$1,328,809	\$1,248,441	\$1,468,205	\$1,496,407
(Under budget) / Over Budget					(\$80,368)		
Increase 2025 over 2024 - percent and dollars:				1.9%	\$28,202		

Rochester Township Waste Hauling Analysis

This report compares our current charges for waste hauling services as compared to a revised offer and a competing offer from another company. This is in light of a recent negotiation Cascade Township went through. Cascade signed a new contract with Waste Management and upgraded their service to a 2 yard dumpster (same as Rochester) and weekly pickup. Their estimated cost will be about \$213 per month. The price is inclusive of the container, administrative fees and taxes.

Current

- The current waste hauling service for Rochester Township is Waste Management. Pick up is every other week or about 26 times per year.
- An analysis of 23 months of data shows the township has paid an average of \$361.97 per month in 2022 and \$414.36 per month in 2023.
- A contract was signed in June 2016 for two years. Beginning in June 2018, the contract automatically renewed for 1 year at a time.
- If cancellation is desired, Waste Management must receive a letter 90-180 days ahead of the next renewal date. The township is currently within that window which will end on March 3, 2024. If no action is taken, the contract will automatically renew until June 1, 2025.

Proposed

- I contacted Waste Management to see if they would offer better terms.
- Waste Management is proposing a revised monthly cost of approximately \$312 with the same every other week pick up schedule.
- The contract length would be 5 years and thereafter we would again be subject to the automatic renewal every 12 months.
- In addition, Waste Management will give the township a credit equal to 25% of our last invoice amount.

Aspen

- I was contacted by Aspen Waste Systems to see if they could submit a competitive bid and I agreed. Aspen is not aware of what we currently pay.
- Their bid came in at \$116.71 per month. They do not charge an administrative fee but must collect the county tax. Monthly charges may vary due to fuel cost changes.
- The contract is for two years after which they also fall into automatic renewals at one year intervals.
- They indicated that charges will likely increase 3-5% each year.

WasteHauling.docx



Waste Management of Minnesota, Inc.
 W132 N10487 Grant Drive
 Germantown, WI, 53022
 (888) 960-0008

WM Agreement #
 Customer ID
 Acct. Name
 Salesperson
 Effective Date
 Last PI Date

S0017929111
3-71714-93003
ROCHESTER TOWNSHIP
GARAGE
Jaseny Roldan
1/30/2024
07/27/2023

Service Agreement

Non-Hazardous Waste Service Summary

Service Information			
Name	ROCHESTER TOWNSHIP GARAGE	Contact	SARA RUDQUIST
Address	4111 11TH AVE SW	Telephone #	5072826678
City State Zip	ROCHESTER, MN 55902-1508	Fax #	
County/Parish	OLMSTED	Email	cascadetownclerk@outlook.com

Billing Information			
Name	ROCHESTER TOWN HALL	Contact	ATTN: SARA RUTQUIST
Address	4111 11TH AVE SW	Telephone #	5072826678
City State Zip	ROCHESTER, MN 55902-1508	Fax #	
County/Parish	OLMSTED	Email	jointpowersboard@gmail.com

Customer Comments: DOES NOT INCLUDE MN 17% TAX- 25% OFF LAST INV

Service Description & Recurring Rates			
Quantity	Equipment	Material Stream	Frequency
1	2 Yard FEL	MSW Commercial	1xEvery Other Week (Even)
			Base Rate \$ 160.67
			Energy Surcharge \$ 24.79

Current rate for Extra Pickup: \$ 190.00 Current Energy Surcharge 15.43% **MONTHLY TOTAL : \$ 185.46 ***

Customer's Waste Materials not to exceed an average weight of lbs./yard.

Administrative Charge	\$ 8.50 *
MONTHLY GRAND TOTAL	\$ 193.96 *

Initial One Time Service Charges*

As Needed Services*

The above listed Charges are for recurring services only. Charges for all additional services will be at current rates at the time of service. These include but are not limited to: extra pickups, container removal, overages and contamination. Contact Waste Management for a full list of such additional services and current prices.

*The Energy Surcharge applies to all other Charges whether or not listed on this summary. Any Energy Surcharge amounts shown in this Service Summary are estimated based on current percentages (as set forth herein), and actual amounts will be calculated at the time of invoicing based on current applicable percentages. Information about the Energy Surcharge and its calculation can be found at www.wm.com/billhelp. State & Local taxes, and/or fees and a Recycle Material Offset, if applicable, will also be added to the Charges. An Administrative Charge per invoice will be assessed and can be removed by enrolling in paperless statements and automated payments. This Agreement does not provide for a fixed price during the Contract Term. Unless specifically provided otherwise herein, Customer should expect Company to increase Charges as allowed by Section 4(b) and Company to seek other price increases subject to Customer's consent under Section 4(c) of this Agreement. Consent to price increases may be given orally, in writing, or by notice and Customer's payment of, or failure to object to, the price increase.

Contract Term is for 5 year(s) from the Effective Date ('Initial Term') and it shall automatically renew thereafter for additional terms of 12 months ('Renewal Term') unless terminated as set forth herein.

The individual signing this agreement on behalf of customer acknowledges that he/she has read and accepts the terms and conditions of this agreement which accompany this service summary sheet and that he/she has the authority to sign on behalf of the customer.

Customer Signature	ROCHESTER TOWNSHIP Printed Name	Title	Date
Company Waste Management of Minnesota, Inc.	Printed Name	Waste Management Sales Rep. Title	Date

Terms and Conditions on following page(s)

- 1. (a) SERVICE GUARANTEE.** We guarantee our Services (as defined below). If Company fails to perform Services in accordance with the service summary as provided, which for Services purchased online include the information and terms disclosed during the order and checkout process (collectively, the “Service Summary”), and Company does not remedy such failure within five (5) business days of its receipt of a written demand from Customer, Customer may immediately terminate this Agreement without penalty.
- (b) SERVICES RENDERED; WASTE MATERIALS.** Customer grants to Company the exclusive right, and Company through itself and its Affiliates shall furnish equipment and services, to collect and dispose of and/or recycle (collectively, the “Services”) all of Customer’s Waste Materials at Customer’s Service Address(es) listed on the Service Summary, subject to the terms and provisions contained herein (collectively, with the Service Summary, the “Agreement”). If Customer changes its Service Address(es), this Agreement shall remain valid and enforceable with respect to Services rendered at Customer’s new service location(s) if such location(s) is within Company’s service area. Customer represents and warrants that the materials to be collected under this Agreement shall be only “Waste Materials” as defined herein. For purposes of this Agreement, “Waste Materials” means all non-hazardous solid waste, organic waste, and if applicable, Recyclable Materials (as defined in Section 12) generated by Customer or at Customer’s Service Address(es). Waste Materials includes “Special Waste”, such as industrial process wastes, asbestos-containing material, petroleum contaminated soils, treated/de-characterized wastes, and demolition debris, for which Customer shall complete a Special Waste Profile sheet to be approved by Company in writing. Waste Materials excludes, and Customer agrees not to deposit or permit the deposit for collection of (i) any waste tires, (ii) radioactive, volatile, corrosive, flammable, explosive, biomedical, infectious, bio-hazardous, regulated medical or hazardous waste, toxic substance or material, as defined by, characterized or listed under applicable federal, state, or local laws or regulations, (iii) any materials containing information protected by federal, state or local privacy and security laws or regulations (unless tendered to Company pursuant to an additional Exhibit L to this Agreement), (iv) any other items or material prohibited by federal, state or local laws or regulations, or that could adversely affect the operation or useful life of the facility(ies) receiving Customer’s Waste Materials, or (v) Special Waste not approved in writing by Company (collectively, “Excluded Materials”). Title to and liability for Excluded Materials shall remain with Customer at all times. Title to Customer’s Waste Materials is transferred to Company upon Company’s receipt or collection unless otherwise provided in this Agreement or applicable law.
- 2. CONTRACT TERM.** The Initial Term and any subsequent Renewal Term of this Agreement (collectively, the “Contract Term”) is set forth on the Service Summary. Unless otherwise specified on the Service Summary, at the end of the Initial Term and any subsequent Renewal Term, the Contract Term shall automatically renew for an additional Renewal Term at the then current Service levels and applicable Charges, unless (a) for a Renewal Term of twelve (12) months or more, either party gives to the other party written notice of termination at least ninety (90) days, but not more than one hundred eighty (180) days, prior to the termination of the then-existing term, and (b) for a Renewal Term of less than twelve (12) months, either party gives to the other party written notice of termination at least thirty (30) days prior to the termination of the then-existing term. Notice of termination received at any other time will be considered ineffective and the Agreement will be considered automatically renewed upon completion of the then-existing term.
- 3. TERMINATION RIGHTS.** Notwithstanding the foregoing, this Agreement can be terminated prior to the end of the Initial Term or a Renewal Term as follows: (a) by Customer (with no obligation to pay liquidated damages as provided in Section 7), (i) if Company fails to satisfy the Service Guarantee provided in Section 1(a) or (ii) pursuant to Section 4(c) if Company increases the Charges payable by Customer hereunder with a Consensual Price Increase; (b) by Customer with thirty (30) days prior written notice to Company, subject to Customer’s obligation to pay liquidated damages as provided in Section 7 no later than thirty (30) days after written notice of termination; (c) by Company, (i) if as a result of Customer’s breach of Section 5, Company suspends Services for more than fifteen (15) days, or (ii) if Customer fails to cure any other breach of its obligations under this Agreement within five (5) business days of its receipt of written demand from Company to cure such breach; and (d) by Company, with at least fifteen (15) days prior written notice to the Customer, any time after Customer retains, designates or appoints a broker or agent to act for Customer, or manage its Services, under this Agreement. In order to move containers in a safe, secure and orderly fashion, Company shall have up to seven (7) days to remove any equipment from Customer’s service location(s) after the effective date of the termination of this Agreement.
- 4. (a) CHARGES; ADDITIONAL SERVICES; CHANGES.** The initial charges, fees and other amounts payable by Customer (“Charges”) for Services and/or equipment furnished by Company to Customer are set forth on the Service Summary. Company also reserves the right to charge Customer additional Charges for additional Services provided by Company to Customer, whether requested or incurred by Customer, including, but not limited to, container relocation or removal; gate, enclosure or roll out services; account resume or reactivation services; extra pickups or trip charges; container overages and overflows; and equipment repair and maintenance (see www.wm.com/billhelp for a list of “Additional Services”), which may be updated from time to time), all at such standard prices or rates that Company is charging its customers in the service area at such time. Changes in the frequency of collection, collection schedule, number, capacity and/or type of equipment, the terms and conditions of this Agreement, and any changes to the Charges payable under this Agreement (including any Consensual Price Increase or Negotiated Price Adjustment), may be agreed to orally, in writing or by other actions and practices of the parties, including, without limitation, electronic or online acceptance or payment of the invoice reflecting such changes, and written notice to Customer of any such changes and Customer’s failure to object to such changes, which shall be deemed to be Customer’s affirmative consent to such changes.
- (b) PERMITTED PRICE INCREASES AND CHARGE MODIFICATIONS.** Company reserves the right, and Customer acknowledges that it should expect Company to increase, add, or modify the Charges payable by Customer hereunder during the Contract Term: (i) for any changes or modifications to, or differences between, the actual equipment and Services provided by Company to Customer and those specified on the Service Summary; (ii) for any changes or difference in the composition, amount or weight of the Waste Materials collected by Company from Customer’s service location(s) from what is specified on the Service Summary (including for container overages or overflows); (iii) for any increase in or other modification made by Company to the calculation of the Energy Surcharge including additions or modifications to the fuel types used in the calculations, the Recyclable Materials Offset, and/or any other Charges included or referenced in the Service Summary (which Charges are calculated and/or determined on an enterprise-wide basis, including Company and all Affiliates and subcontractors); (iv) to cover any increases in disposal, processing, and/or transportation costs, including fuel or energy surcharges; (v) to cover increased costs due to uncontrollable circumstances, including, without limitation, changes (occurring from and after three (3) months prior to the Effective Date) in local, state, federal or foreign laws or regulations (or the enforcement, interpretation or application thereof), including the imposition of or increase in taxes, fees or surcharges, or acts of God such as floods, fires, hurricanes and natural disasters; and (vi) for increases in the Consumer Price Index (“CPI”) for Water, Sewer and Trash Collection Services published by U.S. Bureau of Labor Statistics, or with written notice to Customer, any other national, regional or local CPI, with such increases in CPI being measured from the Effective Date, or as applicable, Customer’s last CPI based price increase date (“PI Date”). Increases to Charges specified in this Section 4(b) may be applied singularly or cumulatively and may include an amount for Company’s operating or profit margin. Customer acknowledges and agrees that any increased Charges under this Section 4 (including any Consensual Price Increases or Negotiated Price Adjustments) are not represented to be solely an offset or pass through of Company’s costs.
- (c) CONSENSUAL PRICE INCREASES** Without limiting the foregoing, Company also reserves the right to seek, and Customer acknowledges that it should expect Company to seek, increases in the Charges payable by Customer hereunder for reasons not specifically permitted in Section 4(b) (a “Consensual Price Increase”). If Customer does not accept the Consensual Price Increase, Customer’s sole right and remedy shall be to terminate this Agreement by written notice to Company no later than thirty (30) days after Company notifies Customer of such Consensual Price Increase. Customer’s failure to terminate this Agreement (within the 30-day period) shall be construed as Customer’s acknowledgement that the continuation of the Services by Company hereunder is good, valuable and sufficient consideration for the Consensual Price Increase. Notwithstanding the foregoing, the parties may, but are not obligated to, agree to a different increase or an adjustment to Customer’s Charges (a “Negotiated Price Adjustment”) as a result of a Consensual Price Increase. Absent a Negotiated Price Adjustment, the Consensual Price Increase shall be binding and enforceable against Customer under this Agreement unless the Customer terminates this Agreement (within the 30-day period) as described above. Customer’s agreement to a Consensual Price Increase or Negotiated Price Adjustment may be evidenced pursuant to Section 4(a) and the parties agree that this Agreement with such modified Charges will continue in full force and effect.
- 5. INVOICES; PAYMENT TERMS** Company shall send all invoices for Charges and any required notices to Customer under this Agreement to Customer’s billing address specified in the Service Summary, or if the Customer elects to participate in the Company’s electronic billing program, make them available by email to Customer’s designated e-mail address. Unless specifically agreed to in writing by Company and subject to such additional costs that Company may charge, in its discretion, Company shall not be required to bill Customer using Customer’s or any third-party billing portal or program. In no event shall the use by Company of Customer’s or any third-party billing portal or program, or any terms thereof, operate to amend or supplement the terms and conditions of this Agreement, which will remain binding in accordance with its terms. Customer shall pay all invoiced Charges within thirty (30) days of the invoice date, by check mailed to Company’s payment address on Customer’s invoice. Payment by any other method or channel, including in person, online or by phone, shall be as may be allowed by Company and subject to applicable convenience fees and other costs charged by Company, from time to time. Any Customer invoice balance not paid within thirty (30) days of the date of invoice is subject to a late charge, and any Customer check returned for insufficient funds is subject to a non-sufficient funds charge, both to the maximum extent allowed by applicable law. Customer acknowledges that any late charge charged by Company is not to be considered as interest on debt or a finance charge, and is a reasonable charge for the anticipated loss and cost to Company for late payment. If payment is not made when due, Company retains the right to suspend Services until the past due balance is paid in full. In addition to full payment of outstanding balances, Customer shall be required to pay a reactivation charge to resume suspended Services. If Services are suspended for more than fifteen (15) days, Company may immediately terminate this Agreement for default and recover any equipment and all amounts owed hereunder, including liquidated damages under Section 7.
- 6. EQUIPMENT, ACCESS.** All equipment furnished by Company shall remain its property; however, Customer shall have care, custody and control of the equipment and shall be liable for all loss or damage to the equipment and for its contents while at Customer’s service location(s). Customer shall not overload, move or alter the equipment or allow a third party to do so, and shall use it only for its intended purpose. At the termination of this Agreement, Company’s equipment shall be in the condition in which it was provided, normal wear and tear excepted. Customer shall provide safe and unobstructed access to the equipment on the scheduled collection day. Company may suspend Services or terminate this Agreement in the event Customer violates any of the requirements of this provision. Customer shall pay, if charged by Company, any additional Charges, determined by Company in its sole discretion, for overloading, moving or altering the equipment or allowing a third party to do so, and for any service modifications caused by or resulting from Customer’s failure to provide access. Customer warrants that Customer’s property is sufficient to bear the weight of Company’s equipment and vehicles and agrees that Company shall not be responsible for any damage to Customer’s pavement or any other surface resulting from the equipment or Services.

7. LIQUIDATED DAMAGES. In the event Customer terminates this Agreement prior to the expiration of the Initial or Renewal Term for any reason other than as set forth in Section 3(a), or in the event Company terminates this Agreement for Customer's default pursuant to Section 3(c), Customer shall pay the following liquidated damages in addition to Company's legal fees, if any: (a) if the remaining Contract Term (including any applicable Renewal Term) under this Agreement is six (6) or more months, Customer shall pay the average of its six (6) monthly Charges immediately prior to default or termination (or, if the Effective Date is within six (6) months of Company's last invoice date, the average of all monthly Charges) multiplied by six (6); or (b) if the remaining Contract Term is less than six months, Customer shall pay the average of its six (6) most recent monthly Charges multiplied by the number of months remaining in the Contract Term. Customer acknowledges that the actual damage to Company in the event of Customer's early termination or breach of contract is impractical or extremely difficult to fix or prove, the foregoing liquidated damages amount is reasonable and commensurate with the anticipated loss to Company resulting therefrom, and such liquidated damages payment is an agreed upon charge for Customer's early termination or breach of contract and is not imposed as a penalty. Customer shall also pay liquidated damages of \$100 for every Customer waste tire that is found at any disposal facility used by Company. In addition to and not in limitation of the foregoing, Company shall be entitled to recover all losses, damages and costs, including attorneys' fees and costs, resulting from Customer's breach of any other provision of this Agreement in addition to all other remedies available at law or in equity.

8. INDEMNITY. Company agrees to indemnify, defend and save Customer and its Affiliates harmless from and against any and all liability which Customer or its Affiliates may suffer, incur or pay as a result of any bodily injuries (including death), property damage or violation of law, to the extent caused by any negligent act or omission or willful misconduct of Company or its employees, which occurs (a) during the collection or transportation of Customer's Waste Materials, or (b) as a result of the disposal of Customer's Waste Materials in a facility owned by Company or an Affiliate, provided that Company's indemnification obligations will not apply to occurrences involving Excluded Materials. Customer agrees to indemnify, defend and save Company and its Affiliates harmless from and against any and all liability which Company and its Affiliates may suffer, incur or pay as a result of any bodily injuries (including death), property damage or violation of law to the extent caused by Customer's breach of this Agreement or by any negligent act or omission or willful misconduct of Customer or its employees, agents or contractors or Customer's use, operation or possession of any equipment furnished by Company. Neither party shall be liable to the other for consequential, incidental or punitive damages arising out of the performance or breach of this Agreement.

9. RIGHT TO PROVIDE COMPETING OFFERS. If Customer receives an offer from (or makes any offer to) a third party relating to such third party's provision to the Customer of the same or similar Services to those provided hereunder, Customer shall give Company prompt written notice of any such offer and a 15-day period to respond to such third party offer prior to Customer agreeing to such third party offer. Except to the extent either party has provided timely written notice of termination as set forth in Section 2, Customer's acceptance of a competing offer under this Section 9 before the expiration or termination of the current Initial Term or Renewal Term shall be a termination under Section 3(b) and subject to Customer's obligation to pay liquidated damages as provided in Section 7.

10. DISPUTE RESOLUTION-ARBITRATION AGREEMENT AND CLASS ACTION WAIVER.BINDING ARBITRATION: Except for those claims expressly excluded below (EXCLUDED CLAIMS), Customer and Company agree that any and all existing or future controversy or claim between them arising out of or related to this Agreement or any prior agreements between the parties, whether based in contract, law or equity or alleging any other legal theory, or arising prior to, in connection with, or after the termination of this Agreement or any other agreements, shall be resolved by mandatory binding arbitration (see www.wm.com for details on arbitration procedures). **CLASS ACTION WAIVER:** Customer and Company agree that under no circumstances, whether in arbitration or otherwise, may Customer bring any claim against Company, or allow any claim that Customer may have against Company to be asserted, as part of a class action, on a consolidated or representative basis or otherwise aggregated with claims brought by, or on behalf of, any other entity or person, including other customers of Company. **EXCLUDED CLAIMS:** The following are not subject to mandatory binding arbitration: (a) either party's claims against the other in connection with bodily injury or real property damage and for environmental indemnification; and (b) Company's claims against Customer for collection or payment of Charges, damages (liquidated or otherwise) or any other amounts due or payable to Company by Customer under this Agreement or any prior agreements between the parties, but Customer and Company may mutually agree to arbitrate any Excluded Claims.

11. MISCELLANEOUS. (a) Except for the obligation to make payments hereunder for Services already performed, neither party shall be in default for its failure to perform or delay in performance caused by events or significant threats of events beyond its reasonable control, whether or not foreseeable, including, but not limited to, strikes, labor trouble, riots, imposition of laws or governmental orders, fires, acts of war or terrorism, acts of God, and the inability to obtain equipment, and the affected party shall be excused from performance during the occurrence of such events. (b) This Agreement shall be binding on and shall inure to the benefit of the parties hereto and their respective successors and assigns. (c) The terms, conditions and disclosures set forth on www.wm.com relating to Billing/Billing Help, Charges, Arbitration Procedures, and for those Customers that sign up for electronic billing and payment, Autopay, are incorporated by reference and made a part hereof (as such terms, conditions and disclosures may be changed or modified from time to time, effective from such change or modification). In addition to, and not in limitation of, the foregoing, the terms and provisions of this Agreement may be amended and modified as agreed to by the parties as provided in Section 4(a). Subject to the foregoing, this Agreement represents the entire agreement between the parties and supersedes any and all other agreements for the same Services at the same Customer locations covered by this Agreement, whether written or oral, that may exist between the parties. (d) This Agreement shall be construed in accordance with the law of the state in which the Services are provided. (e) All written notification to Company required by this Agreement shall be effective upon receipt and delivered by Certified Mail, Return Receipt Requested, courier or by hand to Company's address on the first page of the Service Summary, provided that Company may provide written notice to Customer of a different address for written notice to Company. (f) If any provision of this Agreement is declared invalid or unenforceable, then such provision shall be severed from and shall not affect the remainder of this Agreement; however, the parties shall amend this Agreement to give effect, to the maximum extent allowed, to the intent and meaning of the severed provision. (g) In the event Company successfully enforces its rights against Customer hereunder, Customer shall be required to pay Company's attorneys' fees and court costs. (h) Notwithstanding the termination of this Agreement, Sections 6, 7, 8, 10, 11, 12(vi) and Customer's obligation to make payments for all Charges and other amounts due or payable hereunder through the termination date shall survive the termination of this Agreement. (i) It is expressly agreed that the parties shall be independent contractors and that the relationship between the parties shall not constitute a partnership, joint venture, agency, or employer-employee relationship. (j) The term "Affiliate" means with respect to any specified party, any corporation, limited liability company, partnership or other legal entity, directly or indirectly, controlled by, controlling or under common control with such specified party, with "control" meaning, directly or indirectly, the power to direct or cause the direction of the management and policies of such legal entity, whether through the ownership of voting securities, by contract or otherwise. (k) "business day" means Monday through Friday, excluding bank holidays.

12. RECYCLING SERVICES. The following shall apply to fiber and non-fiber recyclables ("Recyclable Materials") and recycling services. All Recyclable Materials must be clean, dry, unshredded, empty, loose and unbagged. (i) Single stream Recyclable Materials ("Single Stream") will consist of Customer's entire volume of uncoated office and writing paper, magazines, pamphlets, mail, newspaper; flattened, uncoated cardboard, paperboard boxes; aluminum food and beverage containers, tin or steel cans; glass, and rigid container plastics #1, #2 and #5, including narrow neck containers and tubs. Any material not specifically set forth above, including but not limited to foam, film plastics, plastic bags, napkins, tissue, paper towels, or paper that has been in contact with food, is unacceptable. Glass may not be accepted at all locations. Customer shall provide source-separated wastepaper, cardboard, plastics and metals in accordance with the most current ISRI Scrap Specifications Circular and any amendments thereto or replacements thereof. All other Recyclable Materials will be delivered in accordance with industry standards or such specifications communicated to Customer by Company from time-to-time. Company reserves the right, upon notice to Customer, to discontinue acceptance of any category of Recyclable Materials set forth above as a result of market conditions related to such materials and makes no representations as to the recyclability of the materials. (ii) Notwithstanding anything to the contrary contained herein, Recyclable Materials may not contain Special Waste, Excluded Materials or other materials that are deleterious or capable of causing material damage to any part of Company's property, its personnel or the public or materially impair the strength or the durability of Company's structures or equipment. (iii) Company may reject in whole or in part, or may process, in its sole discretion, Recyclable Materials not meeting the specifications. Customer shall pay Company for all increased costs, losses and expenses incurred with respect to such non-conforming Recyclable Materials which charges may include an amount for Company's operating or profit margin (collectively the "Cost"). Without limiting the foregoing, Customer shall pay a contamination charge for additional handling, processing, transporting and/or disposing of such non-conforming Recyclable Materials, Special Waste, Excluded Materials, and/or all of part of non-conforming loads and additional charges may be assessed for bulky items such as appliances, concrete, furniture, mattresses, tires, electronics, pallets, yard waste, propane tanks, etc. Collected Recyclable Materials for which no commercially reasonable market exists may be landfilled at Customer's Cost. (iv) Recycling Services are subject to a Recyclable Material Offset (RMO) charge to the extent that (a) Company's processing cost per ton, including costs of disposal for contamination, plus profit margin, exceeds (b) an amount equal to recyclables value per ton minus an amount for profit margin. The RMO charge, including profit margin, processing and disposal costs and recyclable value shall be determined by Company from time-to-time, in its sole discretion, based on applicable operating data and market information. If recyclables value exceeds processing costs, plus profit margin, a RMO credit may apply, at Company's sole discretion. (v) Where Company has agreed in writing to provide a market-based rebate to Customer, the following shall apply. Customer acknowledges that the market value for Recyclable Materials will fluctuate based upon various factors, and such materials may at times have no value or that the value may be negative. Company will establish the value of Recyclable Materials each month based upon such various factors, including but not limited to quantity, quality and location. For recycling services, Company shall pay or charge Customer on or about the last day of each month for Recyclable Materials accepted during the preceding month, after deduction of any charges owed to Company by Customer. Any invoice shall be payable upon receipt. Where recycling processing services are provided, Charges may include separate fuel and environmental surcharges for recycling services as set forth at www.wm.com. (vi) Notwithstanding anything to the contrary set forth above, the liquidated damages calculation set forth in Section 7 of this Agreement shall not apply to any Customer breach of the Agreement pertaining to Services for Recyclable Materials which have been determined by Company to have a positive value. If a breach occurs under such circumstances, the damages shall be determined by calculating actual damages rather than such liquidated damages. (vii) Service arrangements will be agreed upon between Customer and Company for the service location(s) set forth in this Agreement. For trailer load quantities, Customer shall load trailers to full visible capacity to achieve 40,000 pounds minimum shipping weight and trailers shall be loaded or caused to be loaded in accordance with the most current ISRI/AF&PA Shipping Guide. Freight and/or adjustments may apply to light loads. For baled wastepaper picked up by bale route service, the minimum quantity for pickup is six (6) bales and for purposes of payment, weights shall be estimated weights.

Certificate Of Completion

Envelope Id: 2B34BF7CA9A54D349A32C019A857B56B	Status: Sent
Subject: WM: LOWER OFFER- 25% CREDIT- LOCKED IN RATE 202-13996 from Waste Management	
Source Envelope:	
Document Pages: 3	Signatures: 0
Certificate Pages: 1	Initials: 0
AutoNav: Enabled	Envelope Originator:
Enveloped Stamping: Enabled	Jaseny Roldan
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	P.O. Box 4745
	Portland , OR 97208-4745
	jroldan1@wm.com
	IP Address: 13.110.78.8

Record Tracking

Status: Original	Holder: Jaseny Roldan	Location: DocuSign
1/30/2024 12:32:01 PM	jroldan1@wm.com	

Signer Events

Signature	Timestamp
ROCHESTER TOWNSHIP rochestertownshipclerk@gmail.com Security Level: Email, Account Authentication (None)	Sent: 1/30/2024 12:32:03 PM Viewed: 1/30/2024 12:45:56 PM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Jaseny Roldan
jroldan1@wm.com
Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

In Process

In Person Signer Events

Signature	Timestamp
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Editor Delivery Events

Status	Timestamp
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Agent Delivery Events

Status	Timestamp
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Intermediary Delivery Events

Status	Timestamp
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Certified Delivery Events

Status	Timestamp
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Carbon Copy Events

Status	Timestamp
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Witness Events

Signature	Timestamp
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Notary Events

Signature	Timestamp
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Envelope Summary Events

Status	Timestamps
Envelope Sent	Hashed/Encrypted 1/30/2024 12:32:03 PM

Payment Events

Status	Timestamps
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January 31, 2024

Rochester Township
4111 11th Ave SW
Rochester, MN

Thank you for giving Aspen Waste Systems this opportunity to serve your refuse collection needs at the property located at **4111 11th Ave SW**. Based on our discussion, my on-site visit and experience with similar properties, we at Aspen are pleased to propose the following services:

1-2 yd container for refuse emptied EOW week for a monthly charge of \$52.00 plus variable fuel/environmental surcharge and applicable commercial state (17%) Olmsted (50%) solid waste management tax.

The total regular monthly charges including all taxes and fees estimated to be \$116.71 for the trash and recycling containers.

*** Aspen Waste does not have delivery, administrative, or container maintenance fees! ***

Should you require any additional information or if I may be of further service to you, please feel free to call me at 507-244-4414. Thank you again for your most serious consideration of Aspen Waste Systems. We look forward to serving your property in the near future.

Sincerely,

Bill Cutshall

Account Executive
ASPEN WASTE SYSTEMS, INC.