

Rochester Township Supervisors Meeting
Rochester Town Hall
Thursday, March 10, 2022
7:00 PM
AGENDA

To participate by telephone, dial (978) 990-5000 and enter access code 253635

- I. Call to order Town Board Meeting (Pledge of Allegiance)
- II. Minutes of the February 10, 2022 Board Meeting
- III. Deputy Report – Dean Thompson
- IV. Call for additional agenda items
- V. Old Business
 - A. Rookery lawsuit
 - B. 2630 Wildrose Ln SW
 - C. Town hall cleaning
 - D. Pool covers
- VI. New Business
 - A. Election
 - a. March 17, 2022 – last day to contest election
 - b. Issue Certificate of Election
 - c. Oath taken within 10 days of certificate issued
 - B. MS4 Storm Water Pollution Prevention Program (SWPPP)
 - a. Program Overview
 - b. Opportunity to comment on the SWPPP
 - c. Stormwater Topics
 - 1. Maintaining your lawn to protect our streams
 - 2. What's the scoop on dog waste?
 - 3. Stormwater pond plant buffers
 - 4. Hold the salt – best practices for applying deicing salts in the winter
 - 5. What is illicit discharge and who do I contact?
 - d. Stormwater Activity
 - 1. Adopt-a-pond: Sign-up to distribute pet waste collection bags and information fliers to homeowners around your neighborhood

stormwater pond. Picking up pet waste is important for reducing noxious green algae blooms and keeping your pond clean!

- C. Set date for annual road tour – must be completed before 4/8/2022 JPB meeting
- D. Purchase of 2021 Ford F550
- E. Sale of 2011 Ford F450
- F. Information Items:
 - a. Election date: Special Primary – 5/24/2022; State Primary – 8/9/2022; General Election – 11/8/2022
 - b. OCTOA meeting – March 24, 2022
 - c. Storm damage 2021
- G. New agenda items; as added earlier

VII. Reports

- A. Treasurer's Report – Randy Staver
- B. Road Maintenance Supervisor Report – Pat McGowan
- C. TCPA Report – Jeff Orth
- D. Board of Adjustment Report
- E. Planning & Zoning Commission Report
- F. Board Chair Report

VIII. Adjourn

Rochester Township

Board Meeting Minutes

February 10, 2022

Meeting was called to order at 7:00 pm by Chairman Matt Kitzmann.

Members present - Matthew Kitzmann, Jamie Neisen, Brian Zmolek, Brian Mueller, Jeff Orth and Randy Staver

Guests – Pat McGowan (telephone), Dean Thompson, Nathan Clarke, Tim Parkin and one member of the public.

Minutes – Jeff Orth moved to approve the minutes for the January 13, 2022 meeting. Jamie Neisen seconded. All voted in favor and the motion passed.

Deputy's Report – Deputy Dean Thompson reviewed the call report of 31 calls for service. There was a total of 530 calls for service during 2021.

Old Business:

Ordinance Updates

- The Construction and Maintenance of Access Driveways / Approaches / Culverts ordinance and Access Management and ROW ordinance were approved at the last meeting. The documents are being filed with Olmsted county.

Rookery Lawsuit

- No further information at this time.

2630 Wildrose Ln SW

- No further information at this time. Several board members asked about the ongoing costs and whether there should be a sharing of the legal expense. Board members did not feel it is equitable to ask township residents to absorb the costs. It was noted that there will likely be a balance between costs involved and resolution of the issue.

New Business:

Rezone A-3 to Agricultural District to Agricultural / Resource Commercial District – Leitzen –

- The Planning and Zoning Commission met on February 8, 2022 to discuss the

proposed request for changes. The commission tabled the item until their meeting in April. Board members commented that there have historically been issues with washing out of Old Valley Road. If this proposal goes forward, it may offer an opportunity to use Old Valley Road for the mining project but then repair the roadway to current specifications. Feedback from residents in the area indicate that they would prefer no hauling on Old Valley Road.

Board of Audit Report –

- The Board of Audit met on February 8, 2022 and reviewed financial activity for 2021. The Board concluded that the books are in order. Smith Schafer will be performing an in depth audit later this year. Jamie Neisen moved to accept the Board report and findings. Jeff Orth seconded. All voted in favor and the motion passed.

2022 and 2023 Budget –

- Randy Staver presented a revised budget for 2022 and 2023 based on Board direction at the January meeting. The revised budget includes a 7% increase across most budget line items per the current CPI unless a more exact number is known, e.g. fire department contract. Changes were also made in areas of compensation per Board discussion. There is no change for the 2022 tax levy.
- There was discussion whether ARPA funds could be used for some road projects as opposed to including those expenditures in the budget. It was decided to leave the budget for road and bridge as is and reserve ARPA funds for potential unanticipated expenses.
- Jeff Orth moved to accept the revise 2022 budget and the proposed 2023 budget. Brian Zmolek seconded. All voted in favor and the motion passed.

Annual Newsletter –

- The Board reviewed the draft annual newsletter that will be mailed to all township residents. Jamie Neisen moved approval to mail the letter as drafted. Brian Mueller seconded. All voted in favor and the motion passed.

FCC License –

- Clerk Randy Staver informed the Board that the FCC license required to operate township radio equipment has been renewed for 10 years. He noted that road crew have told him that they really no longer use the equipment in lieu of cell phone use. There was no cost to renew the license but if it had lapsed then it could be difficult to obtain again. Renewal allows the township time to consider options.

Office Equipment –

- Randy Staver presented information related to the office computer and printer. The computer is over eight years old and slowing down. It can no longer be upgraded to the newest operating system. The color printer is three years old and has recently begun displaying an error message saying that an internal motor may need replacement. Randy asked the Board for permission to purchase a new computer and printer with a cap amount of \$2,500. Randy further suggested that the Board can use ARPA funds for this kind of expenditure. Jeff Orth suggested that we should consider a printer option that is capable of business level printing. Jamie Neisen moved to allow Randy to move forward with purchase of an office computer and printer with a cap of \$5,000. Brian Mueller seconded. All voted in favor and the motion passed.

Information Items:

None this month.

New Agenda Items:

- Planning and Zoning Commission. Jamie Neisen opened the discussion by stating that the current meeting schedule for the Planning & Zoning Commission leaves little time to prepare minutes and materials ahead of the regular Township Board meeting typically a couple days later. Per input from Roger Ihrke, Jamie Neisen moved to ask the clerk to draft a resolution stipulating that the Planning and Zoning meet the last Tuesday of each month beginning with their meeting in May. Brian Zmolek seconded. All voted in favor and the motion passed.
- ARPA funds – lighting. Matt Kitzmann presented a quote he received to replace town hall lighting with more efficient LED lighting. Matt stated that ARPA funds could be used for the project. The Board had given prior approval to spend up to \$2,000. The quote from Boe Electric, Inc. is \$2,340.00. Jeff Orth moved to proceed with the project and use ARPA funds for the expenditure. Jamie Neisen seconded. All voted in favor and the motion passed.
- Town Hall cleaning. Jeff Orth reported that he has explored working with a person who could perform general town hall cleaning. Scope of services was discussed. Pat McGowan will contact the person and arrange for a tour to better identify specific services. The topic will be revisited at the next board meeting.
- ARPA funds usage. Pat McGowan asked whether ARPA funds could be used to remedy some backflow water repairs. The cost would be approximately \$1,500. The Board agreed that this would be an appropriate use of ARPA funds and gave Pat permission to proceed.

Reports:

Treasurer's Report –

- Treasurer Randy Staver reported. Jamie Neisen moved approval of the treasurer's report. Brian Mueller seconded. All voted in favor and the motion passed.
- Randy commented that we received information that now says the township may spend ARPA funds for certain general fund and road fund expenses. MAT is providing more information.

Rochester Township Claims – Jamie Neisen moved and Jeff Orth seconded to accept and pay Rochester Township claims #4942-4953 in the amount of \$26,200.88. All voted in favor and the motion passed.

JPB Claims – Brian Zmolek moved and Jamie Neisen seconded to accept and pay Joint Powers Board claims #5719-5750 and the Rochester Township share in the amount of \$18,424.43, and a payroll share of \$8,290.36. All voted in favor and the motion passed with Brian Mueller abstaining.

Road Maintenance Supervisor Report –

- Pat McGowan reported. He said he is in the final stages to putting together the storm damage report. Once completed, it will be submitted to Olmsted County Emergency Management. Pat talked about a need for one additional emergency snow plow driver. He is aware of a person who is experienced and available. The Board agreed with the need and the matter will be taken up by the Joint Powers Board for action. Pat is continuing with education needed for his position.

TCPA Report –

- Jeff Orth reported. There continues to be considerable discussion about the appetite for development. There is also ongoing discussion concerning a replacement for Roger Ihrke who would like to retire by the end of 2022. They are currently still looking for candidates and Jeff asked that any names be forwarded to him. The position compensation is approximately \$60,000 to \$80,000 per year.

Board of Adjustment Report –

- No meeting this month.

Planning and Zoning Commission Report –

- Nothing additional to report.

Board Chair Report –

- Matt Kitzmann reiterated the pool cover issue of fencing versus pool covers. He noted that Olmsted county now permits pool covers in lieu of fencing as does the City of Rochester. He pointed out that even with the change within the county language, each individual township must take specific action within their respective ordinances. This has caused confusion for homeowners who thought they were compliant. Brian Zmolek moved to ask Roger Ihrke to draft a change in ordinance language that would make the township ordinance similar to what Olmsted county has adopted. Jamie Neisen seconded. All voted in favor and the motion passed. Matt Kitzmann will follow up with Roger.

Upcoming Meetings –

- Planning and Zoning Commission – March 15, 2022 – 7:00 pm

Meeting Adjourned – Jamie Neisen moved to adjourn the meeting. Brian Zmolek seconded. All voted in favor and the motion passed. Meeting was adjourned at 8:45 pm.

Respectfully Submitted,

Randy Staver, Clerk / Treasurer

Matt Kitzmann, Chairman

☒ **Apple Ford Lincoln-Apple Valley**
7200 150th St W, Apple Valley, MN 55124

☐ **Apple Ford- Shakopee**
1624 Weston Ct, Shakopee, MN 55379

☐ **Apple Chrysler Dodge Jeep RAM-Shakopee**
1684 Weston Ct, Shakopee, MN 55379



☐ **Apple Chevrolet Buick- Northfield**
1600 Cannon Ln, Northfield, MN 55057

☐ **Apple Used Autos- Shakopee**
1400 1st Ave E, Shakopee, MN 55379

Stock #: 43619 Date: 03/01/2022 Salesperson: SCOTT MILLER

Buyer Name: (Last) ROCHESTER CASCADE JOINT POWERS (First) ADAR (Middle) _____

Co-Buyer Name: (Last) N/A (First) N/A (Middle) N/A

Address: 2025 75TH ST NE City: ROCHESTER State: MN County: OLMSTED Zip: 55906

Home Phone: (507)282-6678 Bus Phone: _____ Buyer DOB: _____ Co-Buyer DOB: N/A

Buyer D.L. #: _____ Co-Buyer D.L. #: N/A

Buyers Insurance Co./Policy #: MINNESOTA ASSOCIATION / N7030CLC21

PLEASE ENTER MY ORDER FOR: New ☒ Used ☐ Demo ☐ Lease ☐ Purchase ☒

YEAR	MAKE	MODEL	BODY	TRANSMISSION	COLOR	INTERIOR
2021	FORD TRUCK	SUPER DUTY F-5	4WD REG	A	WHITE	
VIN #	LIC. #	TAB EXP. DATE	STATE	MILEAGE		
1FDUF5HT9MED58911			MN	82		

Buyer Email: _____ CASH PRICE OF VEHICLE 59779.00

Co Buyer Email: N/A FREIGHT N/A

DEALER INSTALLED OPTIONS:

N/A N/A

N/A N/A

N/A N/A

N/A N/A

OTHER DEALER INSTALLED OPTIONS 22719.00

N/A N/A

N/A N/A

N/A N/A

N/A N/A

TOTAL 82498.00

REGISTRATION TAX N/A LESS TRADE-IN ALLOWANCE (-) N/A

PLATE FEE N/A TRADE DIFFERENCE 82498.00

PUBLIC SAFETY VEHICLE FEE N/A N/A N/A

TRANSFER TAX N/A MOTOR VEHICLE SALES TAX N/A

TITLE/TRANSFER FEE N/A N/A N/A

STATE/DEPUTY FILING FEE N/A SERVICE CONTRACT N/A

LIEN RECORDING FEE N/A MAINTENANCE CONTRACT N/A

WHEELAGE TAX N/A OTHER STATE & LOCAL SALES TAXES N/A

TRANSIT TAX N/A N/A N/A

DOCUMENT ADMINISTRATION FEE 125.00

OPTIONAL ELECTRONIC TRANSFER FEE N/A

TOTAL LICENSE & FEES N/A

SUBTOTAL 82623.00

LESS AMOUNT SUBMITTED WITH ORDER (-) N/A

PLUS BALANCE OWING TO LEINHOLDER ON TRADE IN (+) N/A

TOTAL AMOUNT DUE ON DELIVERY 82623.00

Dealer's Disclaimer of Warranty
Unless the vehicle is sold with a separate written dealer warranty or the dealer enters into a service contract with the buyer, the vehicle is sold "AS IS". Dealer expressly disclaims all warranties, either express or implied, including the implied warranties of merchantability and fitness for a particular purpose. The entire risk of the quality and performance of the vehicle is with the buyer.
Important: A manufacturer warranty may apply.

The front and back of this CONTRACT comprise the entire CONTRACT affecting this purchase. The DEALER will not recognize any verbal agreement, or any other agreement or understanding of any nature. You certify that you are 18 years of age or older and acknowledge receiving a copy of this contract.

The terms of this CONTRACT were agreed upon and the CONTRACT signed in the dealership on the date noted at top of this form.

IMPORTANT: THIS MAY BE A BINDING CONTRACT AND YOU MAY LOSE ANY DEPOSITS IF YOU DO NOT

03/10/2022 - 08



Date FEB 25 2022
Salesperson _____

Buyer CASCADE & ROCHESTER
Co-Buyer TOWNSHIP
Address _____
City/State/Zip ROCHESTER MN
Phone _____
Email _____

Vehicle of Interest
Stock Number _____
Year & Make _____
Model & Trim _____
VIN # _____
Miles _____

Total Before Discounts	_____
MSRP	_____
Apple Discount -	_____
Price Before Rebates =	_____
Factory Incentives -	_____
Finance Rebate -	_____
Trade Assist Rebate -	_____
Best Price =	_____

Trade Information
Year & Make 2011 FORD
Model & Trim F-450
Mileage 150,355 Actual?
VIN # 1FDTF4HT5BEC02755
Color WHITE
Plate _____ Expires: _____
Engine 6.7 DIESEL # of keys? _____

Auto	Manual	ABS	A/C	Cruise	Power Windows	Power Locks	Power Driver Seat	Power Pass Seat	Heated Front Seats	Heated Rear Seats	Vinyl	Cloth	Leather	2nd Row Buckets
FWD	RWD	AWD	4X2	4X4	Topper	Tonneau Cover	Running Boards	Power Running Boards	Tow Package	5th Wheel Tow	Brake Controller	Drop-In Liner	Spray-In Liner	3M Mask
Rear DVD	Power Liftgate	Moonroof	Back-Up Camera	360 Camera	Keyless Entry	Push Button Start	Remote Start	Active Park Assist	Bluetooth	CD Player	Touch Screen	Navigation	On Star	Satellite Radio
Non Smoker	Additional Equipment													

Books:

KBB \$ _____
NADA \$ _____
MMR \$ _____
MDS _____
1, 2 or 3 _____
Auto Check: _____
Score _____
Owners _____
Accidents _____

Title _____
Lien Release _____
Exit Strategy _____
Best Price _____
Level _____

Recon:

Mechanical \$ _____ Tires \$ _____
Glass \$ _____ Appearance \$ _____
Body \$ _____ Total \$ _____

Added Value In The Trade-In?

VSC _____ Key _____
Gap _____ Dent _____
Rust/Under _____ Other _____
Is there a payoff we need to consider? \$ _____

Notes:

Actual Cash Value \$22,000 \$25,000
Allow
Evaluation Good Until
2nd Opinion / Buy Bid
Evaluated By

2011 Ford F450 Offer:

Joint powers did receive some valuation guidance from Apple valley ford with a range of \$22,000 - \$25,000

This assessment was based upon 3 pieces of information. 2 photos, the vehicles vin # and current mileage.

After further assessment where are a few more factors to add.

Idling hours: the idling hours are nearly 2600 which is approximately 40% of the total engine hours. I have is similar truck which had only 15 % of the total hours for idling.

Tires: Front tires are at approximately 40% and rear tires are approximately 20%.

These 19.5" tires are around \$400.00 each totaling \$2400.00 for replacements.

Rust: there is rust starting on both door under the mirrors.

Detail: Truck will need a full detail especially in the cab.

Considering the items above I will respectfully offer a purchase price of \$22,000.00

I would also ask that Joint Powers have the Brine sprayer controls professionally removed prior to the sale. These will likely be needed on a different vehicle and should stay with the brine spraying system.

Thanks,

Matthew Kitzmann | President/CEO

Service Solutions Center | 507-292-8862 | Stewartville, MN

Direct line – 507-504-1040 | Email - Matt@SSCcleans.com

<http://www.SSCcleans.com> | www.RochesterRentARoom.com



Alcohol
and Gambling
Enforcement

Bureau of
Criminal
Apprehension

Driver
and Vehicle
Services

Emergency
Communication
Networks

Homeland
Security and
Emergency
Management

Minnesota
State Patrol

Office of
Communications

Office of
Justice Programs

Office of
Pipeline Safety

Office of
Traffic Safety

State Fire
Marshal

Homeland Security and Emergency Management

445 Minnesota Street • Suite 223 • Saint Paul, Minnesota 55101-6223

Phone: 651-201-7400 • Fax: 651-296-0459

February 28, 2022

Sara Rudquist
Cascade Township
Clerk
cascadetownclerk@outlook.com

Disaster: 2022-SD-058
Project#: AM05801
SWIFT Vendor #: 271738

Dear Sara:

This letter is to inform that your organization has been awarded State funding for damage that occurred in a State Disaster in Minnesota, as indicated under Minnesota Statutes §12B.25, Sub 1.

You will receive 75% of the total expense of the project. Here is the payment information:

Applicant Share (25%)	\$ 1,531.92
State Share (75%)	\$ 4,595.77
Total Project Expense	\$ 6,127.69
Payment Amount	\$ 4,595.77

For more information on this payment and project, please visit Grants Pro at <https://hsemrecovery.org>.

The funds deposited into your account are from the State of Minnesota Disaster funds. To check on direct deposit you may do either of the following:

1. Call the Minnesota Management and Budget (MMB) Vendor helpline at 651-201-8106
2. Visit the Electronic Funds website @ <http://supplier.swift.state.mn.us/>

Upon payment, your project for this disaster will be closed.

Contact me if you have any questions.

Thank you,

Rachel Kraemer
Public Assistance
Minnesota Homeland Security and Emergency Management

March 2022
Treasurer's Report

Period: 02/01/2022 - 02/28/2022

Checking

Deposits

Accounts:

Opening Balance	#3794	\$	467,482.68	Interest Earned	0.15%	\$	53.79
Opening Balance	#1306	\$	718,860.15	Interest Earned	0.15%	\$	81.52
Opening Balance	#4917	\$	6,608.06	Interest Earned	0.05%	\$	0.12
Checks		\$	(38,509.67)	Cafeteria plan		\$	208.33
Deposits (incl. interest)		\$	135.43	TBD		\$	-
Closing Balance		\$	1,154,576.65	TBD		\$	-
Reserve (1/2 of Est. Bud).		\$	500,000.00	TBD		\$	-
				TBD		\$	-
Available to Spend		\$	654,576.65	TBD		\$	-
				TBD		\$	-
				TBD		\$	-
				Total		\$	343.76

PROJECT

- West Hill Road SW - Bill for road care annually - 2021 invoices are all paid. **\$ 4,810.00**
- The checking account balance includes \$100,684.90 from ARPA funds.
Additional amount of \$3,297.15 received in November 2021.



**Premier
Bank
Rochester**

421 First Avenue SW • Rochester, MN 55902

Account Number	XXXXXX1306
Statement Date	02/28/2022
Statement Thru Date	02/28/2022
Check/Items Enclosed	11
Page	1

Return Service Requested

00001672 TP5492DD030122192813 01 000000000 0000000 004

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

IMPORTANT MESSAGE(S)

Thank you for banking with Premier Bank Rochester,
We appreciate your business.

NON PROFIT INTEREST

Account Number: XXXXXX1306

Account Owner(s): ROCHESTER TOWNSHIP

Balance Summary

Beginning Balance as of 02/01/2022	\$718,860.15
+ Deposits and Credits (1)	\$81.52
- Withdrawals and Debits (16)	\$32,110.22
Ending Balance as of 02/28/2022	\$686,831.45
Service Charges for Period	\$0.00
Average Collected for Period	\$708,481.00
Minimum Balance for Period	\$686,749.00

Earnings Summary

Interest for Period Ending 02/28/2022	\$81.52
Interest Paid Year to Date	\$176.75
Annual Percentage Yield Earned (APYE)	0.15%
Average Balance for APYE	\$708,481.98
Number of Days for APYE	28

Miscellaneous Credits

Date	Description	Deposits
Feb 28	INTEREST EARNED	81.52

Miscellaneous Debits

Date	Description	Withdrawals
Feb 11	IRS/USATAXPYMT *****4220857047 ROCHESTER TOWNSHIP	696.00
Feb 11	MN PERA/PERA TXP*XXXXX717600*01312022****\SOMPER000639495 USERPERA	720.46
Feb 11	ROCHESTER TOWNSH/RT PAYROLL ROCHESTER TOWNSHIP	3,162.08
Feb 14	MN DEPT OF REVEN/MN REV PAY 000000095863097 OLMSTED COUNTY	65.04
Feb 14	STATE OF MINN/PAYMENTS 704450457978 ROCHESTER TOWNSH	777.00

Paid Checks

* Indicates a Skip in Check Number(s)

Date	Check No.	Amount	Date	Check No.	Amount	Date	Check No.	Amount
Feb 04	8215	1,279.25	Feb 16	*8230	40.00	Feb 25	8234	70.00
Feb 14	*8226	645.17	Feb 18	8231	93.48	Feb 15	8235	1,378.16
Feb 17	8227	335.99	Feb 18	8232	129.99	Feb 25	8236	18,424.43
Feb 14	8228	695.17	Feb 17	8233	3,598.00			

Daily Balance Summary

Date	Balance	Date	Balance	Date	Balance
Feb 04	717,580.90	Feb 15	709,441.82	Feb 18	705,244.36
Feb 11	713,002.36	Feb 16	709,401.82	Feb 25	686,749.93
Feb 14	710,819.98	Feb 17	705,467.83	Feb 28	686,831.45

00001672 0006167 0002-0003

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**Premier
Bank
Rochester**

421 First Avenue SW • Rochester, MN 55902

Account Number	XXXXXX3794
Statement Date	02/28/2022
Statement Thru Date	02/28/2022
Check/Items Enclosed	0
Page	1

Return Service Requested

00001671 TP5492DD030122192813 01 000000000 0000000 002

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

IMPORTANT MESSAGE(S)

Thank you for banking with Premier Bank Rochester,
We appreciate your business.

NON PROFIT INTEREST

Account Number: XXXXXX3794

Account Owner(s): ROCHESTER TOWNSHIP

Balance Summary

Beginning Balance as of 02/01/2022	\$467,482.68
+ Deposits and Credits (1)	\$53.79
- Withdrawals and Debits (0)	\$0.00
Ending Balance as of 02/28/2022	\$467,536.47
Service Charges for Period	\$0.00
Average Collected for Period	\$467,482.00
Minimum Balance for Period	\$467,482.00

Earnings Summary

Interest for Period Ending 02/28/2022	\$53.79
Interest Paid Year to Date	\$113.34
Annual Percentage Yield Earned (APYE)	0.15%
Average Balance for APYE	\$467,482.68
Number of Days for APYE	28

Miscellaneous Credits

Date	Description	Deposits
Feb 28	INTEREST EARNED	53.79

Daily Balance Summary

Date	Balance
Feb 28	467,536.47



**Premier
Bank
Rochester**

421 First Avenue SW • Rochester, MN 55902

Account Number	XXXXXX4917
Statement Date	02/28/2022
Statement Thru Date	02/28/2022
Check/Items Enclosed	1
Page	1

Return Service Requested

00001669 TP5492DD030122192813 01 000000000 0000000 003

ROCHESTER TOWNSHIP
CAFETERIA ACCOUNT
4111 11TH AVE SW
ROCHESTER MN 55902-1508

IMPORTANT MESSAGE(S)

Thank you for banking with Premier Bank Rochester,
We appreciate your business.

NON PROFIT INTEREST

Account Number: XXXXXX4917

Account Owner(s): ROCHESTER TOWNSHIP

Balance Summary

Beginning Balance as of 02/01/2022	\$6,608.06
+ Deposits and Credits (1)	\$0.12
- Withdrawals and Debits (1)	\$6,399.45
Ending Balance as of 02/28/2022	\$208.73
Service Charges for Period	\$0.00
Average Collected for Period	\$3,179.00
Minimum Balance for Period	\$208.00

Earnings Summary

Interest for Period Ending 02/28/2022	\$0.12
Interest Paid Year to Date	\$0.40
Annual Percentage Yield Earned (APYE)	0.05%
Average Balance for APYE	\$3,179.78
Number of Days for APYE	28

Miscellaneous Credits

Date	Description	Deposits
Feb 28	INTEREST EARNED	0.12

Paid Checks

* Indicates a Skip in Check Number(s)

Date	Check No.	Amount
Feb 14	1317	6,399.45

Daily Balance Summary

Date	Balance	Date	Balance
Feb 14	208.61	Feb 28	208.73

For the Period : 2/1/2022 To 2/28/2022

<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	\$1,014,934.41	\$135.39	\$12,758.00	\$1,002,311.80	\$0.00	\$3,411.61	\$1,005,723.41
Road and Bridge	(\$164,468.28)	\$0.00	\$18,424.43	(\$182,892.71)	\$0.00	\$196.00	(\$182,696.71)
Cafeteria Fund	\$6,608.06	\$0.12	\$6,399.45	\$208.73	\$0.00	\$0.00	\$208.73
General Reserves	\$507,602.61	\$0.00	\$0.00	\$507,602.61	\$0.00	\$0.00	\$507,602.61
Sheriff Protection	(\$3,516.34)	\$0.00	\$0.00	(\$3,516.34)	\$0.00	\$0.00	(\$3,516.34)
Fire Protection	(\$171,193.06)	\$0.00	\$0.00	(\$171,193.06)	\$0.00	\$0.00	(\$171,193.06)
General Capital Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
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	\$1,188,415.41	\$135.51	\$37,581.88	\$1,150,969.04	\$0.00	\$3,607.61	\$1,154,576.65

 Brian Mueller Town Supervisor

 Date

 Brian E Zmolek Town Supervisor

 Date

 Jamie Neisen Chair, Town Supervisor

 Date

 Jeff Orth Town Supervisor

 Date

 Matthew Kitzmann Town Supervisor

 Date

Date Range : 2/1/2022 To 2/28/2022

<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>
02/28/2022	GDO Law	Invoice 8414	4955	\$424.00	100-41110-304-	Council/Town Board	\$424.00
02/28/2022	Allegra	Annual newsletter	4956	\$668.98	100-41110-203-	Council/Town Board	\$668.98
02/28/2022	Olmsted County Public Works Dept.	Culverts and apron - January statement	4957	\$896.00	201-43120-235-	Road Maintenance	\$896.00
02/28/2022	Joint Powers Board	February claims and payroll	4958	\$18,082.38	201-43127-310-	Joint Powers	\$18,082.38
02/28/2022	People's Energy Cooperative	Electric bill for 8th Street Lights - February statement	4959	\$40.00	100-43160-386-	Street Lighting	\$40.00
02/28/2022	Charter Communications	Invoice 0794079022422	4960	\$129.99	100-41940-325-	General Government Buildings and Plant	\$129.99
02/28/2022	Premier Bank Visa	February statement - postage and form mailing	4961	\$19.57	100-41110-201-201 100-41110-201-200	Council/Town Board Council/Town Board	\$6.20 \$13.37
02/28/2022	Olmsted County	Invoice SHER-140394	4962	\$5,411.85	100-41110-313-	Council/Town Board	\$5,411.85
02/28/2022	Randy Staver	Postage	4963	\$11.70	100-41960-201-200	Elections (other than clerk)	\$11.70
02/28/2022	Rochester Township Cafeteria Acct	March 2022 paycheck cafeteria deposit	4964	\$208.33	100-41110-103-	Council/Town Board	\$208.33
02/28/2022	Federal Government	Monthly withholding February 2022 payroll	4965	\$516.08	100-41110-103-	Council/Town Board	\$516.08

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02/28/2022	PERA	February 2022 payroll deductions	4966	\$703.08			
					100-41110-103-	Council/Town Board	\$703.08
02/28/2022	State of Minnesota	February payroll taxes, Q1, #2	4967	\$30.85			
					100-41110-103-	Council/Town Board	\$30.85
02/28/2022	Empower - MN Deferred Comp Plan	February 2022 Deferred Income	4968	\$777.00			
					100-41110-103-	Council/Town Board	\$777.00
Total For Selected Claims				\$27,919.81			\$27,919.81

Brian Mueller

Town Supervisor

Date

Brian E Zmolek

Town Supervisor

Date

Jamie Neisen

Chair, Town Supervisor

Date

Jeff Orth

Town Supervisor

Date

Matthew Kitmann

Town Supervisor

Date

Rochester Township

Gross Pay Report

For the Period 3/1/2022 to 3/31/2022

Employee Name	Title	Gross Wages
Kitzmann, Matthew		1,127.27
McGowan, Pat	Maintenance	155.00
Mueller, Brian	Supervisor	901.81
Neisen, Jamie	Supervisor	901.81
Orth, Jeff		901.81
Rudquist, Sara	Deputy Clerk/Treas	449.62
Staver, Randy R	Clerk/Treasurer	1,190.68
Staver, Sheila	Record Keeping	210.00
Zmolek, Brian E	Supervisor	901.81

Joint Powers Board Report

March Meeting

Claims: February 2022

Rochester and Cascade Townships

	Total	Rochester Township	Cascade Township
Payroll:			
February Payroll Claims	\$ 9,625.64		
Deductions & Township FICA	\$ 5,463.50		
	\$ -	\$ -	\$ -
Employee Ded HSA	\$ 522.73		
Total	\$ 15,611.87	\$ 7,805.94	\$ 7,805.94

Non- Payroll Disbursements:

Road Claims (51% / 49%)	\$ 10,582.15	\$ 5,396.90	\$ 5,185.25
Salt / Sand (46% / 54%)	\$ -	\$ -	\$ -
		\$ -	\$ -
Total Disbursements	\$ 26,194.02	\$ 13,202.83	\$ 12,991.19

Claims List	\$ 16,568.38		
Net Pay Dist.	\$ 9,625.64		
	\$ 26,194.02		
Equipment 1/12 of Amt. Budget	\$ 9,583.34	\$ 4,791.67	\$ 4,791.67
Sick Leave Escrow	\$ 175.75	\$ 87.88	\$ 87.88
Amount owed by each townsh	\$ 35,953.11	\$ 18,082.38	\$ 17,870.73
	\$ 35,953.11		
Should be 00	\$ -		

**2022 equipment budget = \$115,000

2021 Cascade 28.49 mil 49.10%

2021 Rochester 29.61 mil 50.90%

5.52 miles gravel

24.09 miles paved

total 58.1
52.58 paved

Amount	
5764 \$ 6,174.61	CHS
5765 \$ 8.82	Force
5763 \$ 130.07	Menards
5762 \$ 152.17	Menards
5766 \$ 83.18	Sanco
5767 \$ 66.76	Earls
5768 \$ 174.00	Ziegler
5769 \$ 59.69	Dalco
5771 \$ 22.90	Chris L
5770 \$ 117.97	C-Charter
5761 \$ 308.54	Century L
5758 \$ 287.00	R-People
5757 \$ 289.00	C-People
5756 \$ 89.23	RPU
5753 \$ 319.32	R-Waste
5752 \$ 186.07	C-Waste
5754 \$ 1,414.81	C-Mn En
5755 \$ 698.01	R-MN En
Total \$ 10,582.15	
	Compass
	Olm Agg
Total \$ -	Salt/Sanc
5775 \$ 519.48	STATE
5774 \$ 1,669.36	PERA + /
5760 \$ 16.00	NCPERS
5759 \$ 100.00	CL Secur
5773 \$ 3,158.66	FED
Total Payrol \$ 5,463.50	
Cafeteria Payments	
5772 \$ 200.00	Pat HS A
5772 \$ 322.73	CL HS A
\$ 522.73	
Total \$ 16,568.38	
Payroll \$ 9,625.64	
\$ 26,194.02	

Date Range : 2/1/2022 To 2/28/2022

<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>
02/28/2022	Waste Managemet	Cascade trash	5752	\$186.07	100-41940-384-200	General Government Buildings and Plant	\$186.07
02/28/2022	Waste Managemet	Rochester trash	5753	\$319.32	100-41940-384-201	General Government Buildings and Plant	\$319.32
02/28/2022	Minnesota Energy Resources	Cascade 02/15/2022	5754	\$1,414.81	100-41940-383-200	General Government Buildings and Plant	\$1,414.81
02/28/2022	Minnesota Energy Resources	Rochester 02/25/2022	5755	\$698.01	100-41940-383-201	General Government Buildings and Plant	\$698.01
02/28/2022	Rochester Public Utilities	2009272 - RT water only	5756	\$89.23	100-41940-382-201	General Government Buildings and Plant	\$89.23
02/28/2022	People's Energy Cooperative	Cascade Township	5757	\$289.00	100-41940-381-200	General Government Buildings and Plant	\$289.00
02/28/2022	People's Energy Cooperative	Rochester Township	5758	\$287.00	100-41940-381-201	General Government Buildings and Plant	\$287.00
02/28/2022	SBG-VAA	Chris Lien - 457B	5759	\$100.00	201-41440-175-	Chris Lien HSA	\$100.00
02/28/2022	NCPRS Group Life Ins	Chris Lien ID 1156 - March 2021	5760	\$16.00	201-41970-365-300	Insurance	\$16.00
02/28/2022	Century Link	507-282-6488	5761	\$308.54	100-41940-386-201	General Government Buildings and Plant	\$308.54

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<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>
02/28/2022	Menards - Rochester South	cleaning supplies, shop tools	5762	\$152.17	201-43115-221-	Shop & Equipment Supplies	\$152.17
02/28/2022	Menards - Rochester North	shop supplies	5763	\$130.07	201-43115-221-	Shop & Equipment Supplies	\$130.07
02/28/2022	CHS	off road diesel	5764	\$6,174.61	201-43111-212-	Fuel	\$6,174.61
02/28/2022	FORCE America Distributing, LLC	spreader on/off switch - 2019 Mack	5765	\$8.82	201-43116-229-103	Heavy Equipment Repairs	\$8.82
02/28/2022	Sanco Equipment	Bobcat maintenance	5766	\$83.18	201-43115-229-112	Shop & Equipment Supplies	\$83.18
02/28/2022	Earl's Small Engine Repair, Inc.	chainsaw parts	5767	\$66.76	201-43115-221-	Shop & Equipment Supplies	\$66.76
02/28/2022	Ziegler Inc	grease	5768	\$174.00	201-43115-221-	Shop & Equipment Supplies	\$174.00
02/28/2022	Dalco	towels	5769	\$59.69	201-43115-221-	Shop & Equipment Supplies	\$59.69
02/28/2022	Charter Communications	Cascade phone and internet	5770	\$117.97	100-41940-386-200	General Government Buildings and Plant	\$117.97
02/28/2022	Chris Lien	mileage and reimbursement	5771	\$22.90	201-43115-221- 201-43111-331-	Shop & Equipment Supplies Fuel	\$11.20 \$11.70
02/28/2022	Premier Bank	Pat McGowan and Chris Lien HSA	5772	\$522.73	201-41440-173-361 201-41450-173-362	Chris Lien HSA Pat McGowan HSA	\$322.73 \$200.00

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02/28/2022	United States Treasury	March 2022 payroll taxes Q1 payment 3	5773	\$3,158.66			
					201-43102-171-	Road Salary	\$2,151.06
					201-43102-122-	Road Salary	\$1,007.60
02/28/2022	PERA	March 2022 payroll contributions	5774	\$1,669.36			
					201-43102-121-	Road Salary	\$894.30
					201-43102-174-	Road Salary	\$775.06
02/28/2022	MN Department of Revenue	March 2022 payroll taxes Q1 payment 3	5775	\$519.48			
					201-43102-172-	Road Salary	\$519.48
Total For Selected Claims				\$16,568.38			\$16,568.38

Date