

Rochester Township Supervisors Meeting
Rochester Town Hall
Thursday, April 14, 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 March 10, 2022 Board meeting, March 23, 2022 Board meeting and April 4, 2022 Annual Road Tour
- III. Deputy Report – Dean Thompson
- IV. Call for additional agenda items
- V. Old Business
 - A. Rookery lawsuit
 - B. 2630 Wildrose Ln SW
 - C. Pool covers
- VI. New Business
 - A. Bowie – Leitzen Property – driveway access
 - B. Road tour report
 - C. Lilly Farms Fourth
 - D. Resolution adopting the Rochester-Olmsted Council of Governments (ROCOG) organization agreement – Res2022_04_01
 - E. Annual reorganization
 - F. West Hills amount for 2022 (13 properties @ \$370 last year)
 - G. Information Items:
 - a. Audit status
 - b. Certificate of Election and Oath issued
 - c. Town hall cleaning
 - H. 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

March 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, Dean Thompson, Nathan Clarke, Tim Parkin, Brandon Theobald, Boy Scout Troop 56 and three members of the public. Troop 56 members led the meeting in reciting the Pledge of Allegiance.

Minutes – Jamie Neisen moved to approve the minutes for the February 10, 2022 meeting with edits he suggested. Jeff Orth seconded. All voted in favor and the motion passed.

Deputy's Report – Deputy Dean Thompson reviewed the call report of 34 calls for service.

Old Business:

Rookery Lawsuit

- No further information at this time.

2630 Wildrose Ln SW

- Matt Kitzmann provided an update. There have been attempts to reach an agreement with the property owner that specifies a timeframe for resolution or lets the township proceed with demolition. A deadline of one week has been set for receiving a signed agreement from the owner and Matt asked the Board for approval to sign an agreement if presented by March 17, 2022. If an agreement is not presented by that date, then the Board will proceed with next steps including obtaining bids for demolition. Brian Mueller moved to give Matt the recommended authority to sign an agreement if presented. Jamie Neison seconded. All voted in favor and the motion passed.

Town hall cleaning

- Jeff Orth talked about a person he has identified and who he recommends that the township contract with to clean the town hall. Her name is Crystal Lammers. Initially, she would clean the town hall every two weeks on Friday beginning in

April. She will charge \$50 per cleaning. She will mainly clean the boardroom and restroom areas as well as the clerk's office. She will be cleaning during normal business hours when the TCPA office is open so she will not need a key to the town hall. Jamie Neisen moved approval of the recommendation. Jeff Orth seconded. All voted in favor and the motion passed. The clerk will contact Ms. Lammers to start the process.

Pool covers

- Matt Kitzmann opened the discussion. A document prepared by GGG Engineering was distributed. It provides background information for pool covers. It also suggests ordinance language changes that the township may wish to consider. Roger Ihrke had been asked to bring back revised ordinance language for consideration. Jamie Neisen noted that Mark Welch has suggested language that should be added to the ordinance: For a residential in-ground pool, an owner operated safety cover meeting current ASTM #F1346-91 standards and installed with an access control lock or number coded touchpad may be used in lieu of fencing requirements. The owner of a property on which a pool is installed is required to keep access control in good repair, closed and secure when not in use. Failure to secure is unlawful and punishable. Jamie suggested that the reference to spa or hot tub could be removed. Jamie Neisen moved to send the additional language to Roger Ihrke for inclusion in the revised ordinance. Jeff Orth seconded. All voted in favor and the motion passed.

Townhall Upgrades

- Randy Staver noted that the LED lighting upgrade has been completed by BOE Electric, Inc.

New Business:

Election –

- Serving in their capacity as the Canvass Board, Matt Kitzmann and Brian Zmolek certified that Nathan Clarke had been elected to supervisor seat #2 at the annual election. There were three candidates for the seat. There were no write candidates.
- A total of 280 votes were cast. Nathan Clarke received 237 (85%), Brian Mueller received 34 (12%) and Nathan Smischney received 9 (3%).
- Randy Staver stated that the last day to contest an election is March 17th and if no complaints are received, he will issue a Certificate of Election and have Nathan sign his Oath of Office.
- Brian Zmolek moved to accept the Canvass Board report. Jamie Neisen seconded. All voted in favor and the motion passed.

MS4 Storm Water Pollution Prevention Program (SWPPP) –

- Brandon Theobald from whks provided an educational overview for the SWPPP. His presentation also served as a way for the Board or members of the public to offer comments.
- Topics covered by Brandon included:
 - Maintaining your lawn to protect our streams
 - What's the scoop on dog waste?
 - Stormwater pond plant buffers
 - Hold the salt – best practices for applying deicing salts in the winter
 - What is illicit discharge and who do I contact?
 - Adopt-a-pond program
- Materials related to the MS4 permit and these topics have been posted on the township website.
- Brandon noted that 173 items were identified that will be addressed. Brandon will work with staff to create a mitigation plan. He further noted that the township is already meeting many of the criteria but that they had simply not been documented.
- Brandon distributed some samples of items that could be handed out to residents for pet waste collection.
- Matt Kitzmann opened the floor for public comments. There were none.

2022 Annual Road Tour –

- The road tour for the township will occur on April 4th beginning at 9:00 am. The alternate date in case of inclement weather is April 5th at 9:00 am. The tour needs to be completed ahead of the April 8, 2022 Joint Powers meeting.

Purchase of 2021 Ford F550 –

- Randy Staver opened the discussion and noted the motion needed to approve purchase of a new truck. Jeff Orth moved approval to purchase the recommended 2021 Ford F550 at a purchase price of \$82,623. Brian Zmolek seconded. All voted in favor and the motion passed.

Sale of 2011 Ford F450 –

- Matt Kitzmann opened the discussion. Matt had expressed an interest in purchase of the old truck. Further research with MAT indicated that the township may need to follow a specific bidding process. As such, Matt rescinded his offer and stated that the topic will be discussed at the next JPB meeting.

Information Items:

- Election – Randy Staver noted that there will be three election dates this year. The special primary will be held on May 24, 2022; the State primary held on August 9, 2022 ; and the general election held on November 8, 2022.
- The next OCTOA meeting will be held on March 24, 2022. Cascade township will host the meeting at the Cascade town hall. Since this meeting is jointly hosted by Cascade and Rochester townships, Rochester will provide some modest snacks.
- Randy Staver noted that Joint Powers received some remuneration from the State related to the storm damage that occurred in December. The total amount received was \$4,595.77.

New Agenda Items:

- None

Reports:

Treasurer's Report –

- Treasurer Randy Staver reported. Brian Mueller moved approval of the treasurer's report. Jeff Orth seconded. All voted in favor and the motion passed.

Rochester Township Claims – Jamie Neisen moved and Jeff Orth seconded to accept and pay Rochester Township claims #4955-4968 in the amount of \$27,919.81. All voted in favor and the motion passed.

JPB Claims – Brian Mueller moved and Brian Zmolek seconded to accept and pay Joint Powers Board claims #5752-5775 and the Rochester Township share in the amount of \$18,082.38, and a payroll share of \$7,805.94. All voted in favor and the motion passed.

Road Maintenance Supervisor Report –

- Pat McGowan reported. He noted he continues to work with Tim Holtan to see if he could be hired to provide supplemental staff support. He noted various equipment repairs and upgrades and talked about the brine spraying equipment and calibration. Pat distributed information related to backflow preventer work and costs he had received. Jeff Orth moved to have Pat move forward and use ARPA funds for the repairs. Brian Zmolek seconded. All voted in favor and the motion passed.

TCPA Report –

- Jeff Orth reported. There was no meeting this month. They continue to work at finding candidates for Roger's replacement. Roger has specified he would like to retire by the end of 2022.

Board of Adjustment Report –

- No meeting this month.

Planning and Zoning Commission Report –

- No meeting this month.

Board Chair Report –

- Matt Kitzmann noted that the Board was unaware of the recent tree cutting that occurred on the Connelly property.
- Matt talked about the current sound equipment in use and suggested that we could use some ARPA funds to upgrade to a wireless system. This would make the system easier to use and we could add portable microphones which would make audience participation easier. Brian Zmolek suggested that we should also explore video options. This topic will be discussed further.

Upcoming Meetings –

- Planning and Zoning Commission – April 12, 2022 – 7:00 pm
- OCTOA – March 24, 2022 – 7:30 pm – Cascade town hall
- Joint Powers Board – April 8, 2022 – 9:00 am – Cascade town hall

Meeting Adjourned – Brian Mueller moved to adjourn the meeting. Jamie Neisen seconded. All voted in favor and the motion passed. Meeting was adjourned at 9:10 pm.

Respectfully Submitted,

Randy Staver, Clerk / Treasurer

Matt Kitzmann, Chairman

Rochester Township

Board Meeting Minutes

March 23, 2022

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

Members present - Matthew Kitzmann, Jamie Neisen, Nathan Clarke, Jeff Orth, Brian Zmolek (remote) and Randy Staver

New Business:

Resolution establishing precinct boundaries and polling places –

RES2022_03_01

- Randy Staver provided the rationale for why the resolution is needed which is due to the redistricting that recently occurred as a result of the recent census. Some precinct boundaries changed and the Board needs to reaffirm the polling location. Jamie Neisen moved approval of the resolution. Nathan Clarke seconded. All voted in favor and the motion passed.

2630 Wildrose Ln SW

- Jamie asked for an update. The property has been listed with a realtor. Matt Kitzmann stated that the property owner has retained a new attorney. Concern was expressed that this could lengthen the process and provoke additional legal fees. The understanding is that any additional fees will be assessed against the property.

2022 Budget

- Randy Staver noted that an item was missed when setting the budget for 2022 with regard to compensation and costs related to elections. In off years, such as 2021, the costs are considerably less since there is typically only the township supervisor election. In election years, there will typically be an additional two to three elections related to State and Federal races and therefore higher election costs. When setting the budget for 2022 (an election year) we used the lower amount from 2021 as the starting point. Randy has contacted MAT to see if ARPA funds might be used to offset the discrepancy. He will report further at the April board meeting.

Meeting Adjourned – Jamie Neisen moved to adjourn the meeting. Jeff Orth seconded. All voted in favor and the motion passed. Meeting was adjourned at 7:45 pm.

Respectfully Submitted,

Randy Staver, Clerk / Treasurer

Matt Kitzmann, Chairman

DRAFT

Rochester Township
Annual Road Tour Minutes
April 4, 2022

Meeting was called to order at 9:00 am by Chairman Matt Kitzmann.

Members present - Matthew Kitzmann, Jamie Neisen, Nathan Clarke and Jeff Orth

Guests – Pat McGowan

New Business:

Annual Road Tour –

- The meeting participants began by taking a physical tour of roads throughout the township. The group then convened at the town hall to discuss what they had seen and which roads should receive maintenance this year.
- Jamie Neisen moved to:
 - Add the wear layer to Weather Hill Court Southwest, Weatherhill Ridge Court Southwest, Meadowlark Court Southwest, Quarve Road Southeast and Boulder Creek Drive Southwest.
 - Add crack fill or chip seal to Arrowhead Lane Southwest, Hamlet Road Southwest, Salem Court Southwest, Partridge Drive Southwest, and Meadow Crossing Road Southwest to Mayo Woodlands Road.
 - Do an overlay on Hardwood Court Southwest and the entire Transit Court Southwest road.
- Pat McGowan asked whether Hardwood Court and Transit Court is an overlay or a reclaim / rebuild project.
- Jamie modified his motion to state that a reclaim / rebuild would be done on Hardwood Court Southwest and Transit Court Southwest.
- Jeff Orth seconded. All voted in favor and the motion passed.

Meeting Adjourned – Meeting was adjourned at 2:30 pm.

Respectfully Submitted,

Matt Kitzmann, Chairman

Subject: RE: Bowe Property CR 25 Access



Sandford Nicholas <sandford.nicholas@co.olmsted.mn.us>

Fri, Apr 1, 1:11 PM (7 days ago)

to Tom Wiener, Tyler Mandler, mleitzen@aol.com, Bill Tointon, Schuman Chad, Johnson Benjamin

You are viewing an attached message. Gmail can't verify the authenticity of attached messages.

Hello Tom, per our previous discussion, the access labeled as Access 1 would need to be removed for consideration of another access along CSAH 25 to serve the property you described. Sight distance requirements would need to be met and a right turn lane and bypass lane would also be required as you stated in the attachment. Salem Road Ct SW would need to tie into the new proposed roadway to provide access to 5724 and 5632 Salem Road Ct SW and the Donovan property on both sides of Salem Road Ct SW.

A new access permit will be required for this location due to the change in use of the original approved (in 2007) permit and Section 1303.09 of the Olmsted County Access Management Ordinance that states "If the access connection has not been constructed within two years after approval of an Access Permit, the approval shall become null and void unless a request for a time extension to complete the access has been granted by the County Engineer." If the new proposed access meets the County requirements, we will issue a new approval letter that will outline the timing for removal of the existing Salem Road Ct SW access on CSAH 25. This was discussed internally, and determined that the Salem Road Ct SW access should be removed concurrently with the construction of an approved proposed access. The proposed road should meet the standards of a township residential roadway (most likely paved) and handle quarry traffic from CSAH 25 to the point of connection with Salem Road Ct SW. It should serve as the primary access for the existing residential and the proposed quarry until the quarry operations are finished, when it will serve as a residential only access.

Thanks,

Nick Sandford, PE

Traffic Engineer, Olmsted County

1188 50th Street SE

Rochester, MN 55904

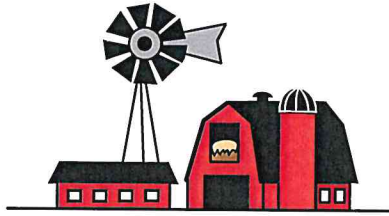
Phone: 507-328-7052

sandford.nicholas@co.olmsted.mn.us

TOWNSHIP COOPERATIVE PLANNING ASSOCIATION

4111 11th Avenue SW
Room 10
Rochester, MN 55902

PH: (507) 529-0774
FX: (507) 281-6821



Roger Ihrke, Administrator
David Meir, Administrator

roger@tcpamn.org
david@tcpamn.org

-- TCPA --

Date: 4/6/2022

Amended Report

To: Rochester Township Planning Commission
Rochester Township Board
GGG, Inc
Gene Peters, Lilly Farm LLC

RE: Lilly Farms Fourth Subdivision Preliminary Plat

Application:

The Rochester Township Planning Commission will hold a public hearing at the Rochester Town Hall, 4111 11th Ave SW, Rochester, MN on Tuesday, April 12, 2022, after 7:00 PM regarding:

Request:

An application for a preliminary plat consisting of 30.07 acres being subdivided into 8 single family residential lots. The property was rezoned by the Rochester Township Board on May 14, 2015, to R-1, Low Density Residential District. The development is known as Lilly Farm LLC and this plat is known as Lilly Farm Fourth. The Planning Commission will send their recommendations to the Town Board, on the proposed preliminary plat, for final approval. The eight (8) lots as proposed are to be served by individual septic systems. Water supply is proposed to be provided by two (2) shared wells.

Partial Legal Description: Part of Section 6, T106N R14W, Olmsted County, MN. Complete legal on file with Township Clerk. Located adjacent and mostly north, of Lilly Farm and Lilly Farm Second Subdivisions and south and west of Lilly Farm Third. Access will be gained from 8th Street SW via the proposed roadway Vince Lane SW terminating in a cul-de-sac. The area being platted is all of "Outlot C" Lilly Farm Third Subdivision.

Applicant & Owner: Lilly Farm LLC, Gene Peters, 1320 Wicklow Lane SW, Rochester, MN 55902.

Consulting Engineer: GGG, Inc., 14070 Hwy 52 SE, Chatfield, MN 55923.

Present Zoning: R-1(Low Density Residential)

Enclosures:

1. Preliminary plat
2. Applicant's submittal
3. Email from Olmsted County on Decorah edge process
4. Township meeting minutes from 1/13/2022

1

5. 2019 TEP panel determination – Olmsted Soil and Water
6. Flood Map
7. Updated Preliminary Plat with soils
8. Area Map show flood plain and elevations
9. Olmsted County GIS Comments
10. Olmsted County Public Works Comments
11. Trail easement

Reviewers:	Olmsted County Planning WHKS Engineering Rochester/Olmsted GIS Olmsted County Public Works Olmsted County Soil and Water Minnesota Energy Resources Rochester Fire Department	Olmsted County Assessor Minnesota Department of Natural Resources Minnesota Pollution Control GGG Engineering Peoples Cooperative Services Century Link
-------------------	---	--

Background:

Olmsted County uses a two-step process for land use plan amendments within the townships of the County. The first step must be initiated by the township wherein the property is located and if approved the second phase is initiated by the property owners. You can find the County Staff reports and approvals for both steps on our web site listed under Preliminary Plat Documents on the Lily Farm Fourth page. The reports are labeled “CountyreportLUPamendment1” and “CountyreportLUPamendment2.” These were completed in 2014 and 2015.

The original plan showed a connection between the 8th Street SW access and the Weatherhill Road SW access. Once the engineering was completed, during the preliminary platting process of the first two phases, it was found that steep slopes prevented the developer from creating a roadway that would meet township standards. Thus, the connection was eliminated.

Olmsted County and Rochester Township have within their Zoning Ordinances standards for development within areas containing Decorah edge geological features. The Ordinances both encourage avoidance of these areas for development.

Both County Staff reports discussed the presence of Decorah edge soils in the development and that those soils would need to be avoided when developing the property. To develop Phase 4 of the project, routes through other properties were reviewed by the engineers. To provide access to the north a bridge over Cascade Creek would be required. As stated earlier in the report access from the south was determined to be too steep and access to the west through what is now proposed as Pavilion Estates Subdivision was determined to be too steep. With this information the applicant went to Olmsted County Soil and Water to apply for an exemption for this development to allow a roadway through the feature. In 2019 the Olmsted County Soil and Water Technical Evaluation Panel issued a letter (2019 TEP panel determination) determining the property did not qualify for an exemption. The letter acknowledges the lands west of the feature would be developable but access from the east would not be allowed.

②

In 2021 an engineered crossing was developed by GGG, Inc. and submitted to Steve Lawler, a noted and respected soils expert in the area. Mr. Lawler reviewed the concept and provided comments to TCPA, via email, on the Lilly Farm Fourth Road Design. (See website: Lawler Road Design Comments)

Since the Ordinance does not outline a process for a technical review, the owners requested that we get an opinion from the County on how this issue could come before a governing body to determine if this engineering solution could be considered. On January 5, 2022, our office received a response from Olmsted County via email (See website: County Comments - Decorah Issue) outlining a process for a public technical review. The first step in the process is to see if the township would construct the road.

At the regular meeting of the Rochester Township Board (See website: Rochester Twp 01-13-22 Minutes) the board discussed roadway issue including the Decorah edge process email from the County. As noted in the minutes the board voted to construct the roadway under their authority, having the developer pay the costs, thus allowing the preliminary plat to be brought forward.

Preliminary Plat Requirements – Staff review in italics

ARTICLE IV - SPECIFICATIONS FOR PLANS AND PLATS

Section 4.0. PRELIMINARY PLAT. The preliminary plat shall be drawn on suitable tracing paper or other material of suitable quality with black waterproof ink or pencil at a scale not greater than one hundred (100) feet equals one (1) inch. Legible reproductions of said drawing may be submitted to the Commission for purposes of receiving conditional approval.

Section 4.2. GENERAL INFORMATION. The information to be included on the preliminary plats is as follows:

Preliminary Plat Requirements:

- Date, scale, north point.

Yes

- Proposed subdivision name and all intended street names.

The subdivision name of “Lilly Farm Fourth”, along with the roadway name of “Vince Lane SW”, are present. The proposed names have been submitted to the Rochester-Olmsted County GIS Division for review and have been approved.

- Name and address of the owner of record, the sub divider and surveyor or the engineer preparing plat.

Yes

③

- Location of the plat by quarter, quarter section, section, town and range.

Yes

- Topographic map of the area showing two-foot contours and delineating areas with the following changes in slope: minimum contours of two feet as follows: seven (7) percent or less; eight (8) to fifteen (15) percent; sixteen (16) to twenty-five (25) percent; greater than twenty-five percent.

Yes

- Location and names of adjacent subdivisions and the owners of adjoining parcels of unsubdivided land.

Yes

- Zoning classification of land to be subdivided and all adjacent lands.

Yes, except the adjacent land to the west owned by Steven Connelly is currently zoned R-1 Low Density Residential District. Corrected

- Location, widths and names of all existing platted or dedicated streets, easements, railroad and utility right-of-way, parks, water courses, drainage ditches, permanent building and structures and such other data as may be required by the Commission within the area to be subdivided and within three hundred (300) feet of the exterior boundaries of the area being subdivided.

Yes, but does not extend the three hundred feet. The preliminary plat does not show Cascade Creek and should include the updated FEMA flood study information from the proposed updated maps. Applicant provided separate document showing this information

- Water elevations of adjoining lakes, rivers and streams at date of the survey and their approximate high and low water elevations. All elevations shall refer to the established United States Coast and Geodetic Survey and/or United States Geodetic Survey Datum.

No but should be included as stated above. Shown on separate document as indicated above

- Location and boundaries of all floodplain, floodway and wetland areas. Location and edge boundaries of any sinkholes must be clearly indicated. (Ref. Article VII).

Wetland boundaries and types of wetlands are shown. The floodway of the stream is shown and from the information provided does not enter onto this property (blue EFW).

The applicant shall work with Olmsted County Soil and Water to do an onsite delineation of the wetlands and post signage notifying people of their existence, use and care. Signs must be installed by the developer.

Wetlands are shown and identified



- The layout and width of all proposed new streets and the right-of-way, private roads, storm drainage and easements, whether public or private, for public and private utilities.

Yes, provided on plat. The township engineer should review those easements to make sure the water flows down the easements and that vehicle access to those areas via those easements is possible. Vehicle access is required if maintenance is required for the storm water ponds.

The plan indicates the water utility will be outside of the utility easements, thus water utility easements must be recorded separately as part of the deed restrictions.

All the roadways within this phase of the development are public.

Drainage and utility easement definitions are not shown on the plat although they are not required until the final plat.

- Length and bearing of the exterior boundaries of the land being subdivided.

Yes

- Approximate dimensions of all lots.

No. Many of the individual lot dimensions are not shown. These lot dimensions are required for us to determine if the lots have enough road right of way, if they meet the standard for width at the building setback and if they meet the lot width to depth ratio. If they don't meet these standards each individual lot may be required to have a variance.

Although it is not required, the size of all lots is shown.

This has been updated. Lots 1, 2, 3 and 7 need a variance to the lot width to depth ratio.

- Approximate radii of all curves and lengths of all tangents.

Yes

- Location and area of all property to be dedicated for public use or reserved by deed covenant for use by all property owners in the development with a statement of conditions of such dedication or reservation.

During the platting of Lilly Farm and Lilly Farm Second, a trail was discussed to get from the upper portion of this development to the open space which is in the very northwest corner of the property. That trail has not been delineated on the plan.

The public roadways are the only thing being dedicated to the public within this development. The open space will belong to the homeowner's association. The association and covenants will become a part of this development and the process to have them as part of the development will need to be provided for review. Since the township will be constructing this roadway, a supplement to the development agreement will need to be entered into before a grading permit will be issued for this property.

5

Well agreements will need to be provided before the final plat may be considered.

The plat will need to be reviewed for water supply by the Olmsted County Planning Commission prior to final plat submittal.

- Location of all proposed or existing wells (active, abandon or capped) and any distribution systems to point of service connections

One of the wells is located outside of the platted area which currently serves seven lots in Lilly Farm Third. This proposal will add 4 more lots to that well for a total of 11. This will need to be addressed in the well agreements. One additional well is being proposed on lot 7 which will serve 4 lots.

- Location of well sites and distribution system to point of service connections if a community water supply is being proposed.

Yes. One new well is proposed and the use of an existing well each serving the following lots:

1. Well located on Lot 9 Block 1 of Lilly Farm Third which currently serves Lots 6-9 Block 1 and Lots 9-11 of Block 2 all in Lilly Farm Third; and proposed to serve Lots 1-4 Block 1 Lilly Farm 4th for a total of 11 lots.

2. Well located on Lot 7 Block 1 Lilly Farm Fourth to serve Lots 5-8 Block 1 all in Lilly Farm Fourth

- Location of proposed septic support or field areas including the location of percolation test sites and boring holes per current Rochester Township Septic Rules and the Rochester Township Zoning Ordinance.

Indicated on the preliminary plat both a primary and secondary septic site with percolation test sites indicated at the corners and in the middle of said sites. The sites are drawn red squares on each lot. A separate document has been submitted with the results of those tests. These documents have been submitted to the township septic inspector for review. The inspector has approved these sites as meeting your platting requirements for a primary and secondary site on each lot thus allowing them to be platted.

- Drainage design, storm-water management including storm-water ponds both temporary and permanent, and erosion control including ditch checks, silt fencing and seeding types.

The applicant has provided this data to the township in the form of a grading plan and a stormwater management plan. The Township Engineer has reviewed and commented on both along with the preliminary plat. Those comments/corrections are currently being worked on by the developer.

Storm-water treatment areas allow a developer to meet the Minnesota Pollution Control Agency's standards for post development storm-water runoff. Many times, these areas are located on outlots and owned by the entire development through a homeowner's association. This type of ownership can become an issue if the homeowner's association no longer makes property tax payments for the outlots. The result of non-payment being these outlots may eventually be turned back over to the township for nonpayment of taxes. When treatment areas are on individual lots, may times homeowners decide to make improvements to them which may affect their function. Additionally, lots with treatment areas can become hard to market.



Both types of ownership have their issues. Since the town does not have a specific regulation within their ordinances, developers may propose either type of ownership. The Commission and Board, during the platting process, should discuss the pros and cons of each and approve the plat with the necessary regulations in place no matter who ends up owning them.

This plat does show all the storm-water treatment sites within this development as parts of drainage easements. The grading plan provides more detail and the size and depths of the individual treatment sites. Some of the sites are located on individual lots and some are located on outlots.

No grading will be allowed on the site until the grading and erosion control plans have been approved by the Township Engineer.

- Roadway designs including cross-sections and finished grade and ditch slopes. Reports shall include present grades and contours and finished grades and contours.

The applicant has provided this data to the township in the forms of a grading plan and construction plans. The Township Engineer will be reviewing the grading plan and preliminary plat and provide comments.

In this instance the dead ended roadway is 4908 feet. Lilly 3rd included a variance for the same roadway.

- A soil analysis delineating types per the Soils Survey of Olmsted County, Minnesota and obtainable from the United States Department of Agriculture, Soil Conservation Service.

Not present.

According to the information provided on the updated plat the following soil types are present:

251F – Marlean silty clay loam, 25 to 40 percent slopes. This soil is poorly suited to building site development because the very steep slope is a severe limitation. Local roads should be constructed on the contour as much as possible to help divert runoff. The soil is poorly suited to sanitary facilities because it is very steep.

401C2 – Mount Carrol silt loam 6 to 12 percent slopes eroded. Suitability for sanitary facilities is fair. Lateral seepage is a hazard unless the design of septic tank absorption fields overcomes the slope. The soil is well suited for building site development. Measures that control erosion are needed during construction because the soil is highly susceptible to erosion if the plant cover is removed. Building local roads and streets on better suited base materials helps prevent the damage resulting from low strength and frost action.

474B – Haverhill Clay, 1 to 8 percent slopes. This soil is generally unsuitable for building and sanitary facilities because it is wet. It is also unsuitable for recreation areas such as campsites and playgrounds.

476C – Frankville silt loam, 6 to 12 percent slopes. Suitability for building site development is fair. This soil can support foundations and buildings, but heavy machinery is needed for excavations in the bedrock. Measures that control erosion are needed. The soil is poorly suited for sanitary facilities. Installing septic tank absorption fields is difficult because the soil is moderately deep over bedrock. Also the effluent from sanitary facilities can seep through cracks in the bedrock and pollute ground water.



477B – Littleton silt loam, 1 to 4 percent slopes. The soil is poorly suited for building site development and sanitary facilities. Tile drains are needed around the basement of buildings to help remove excess subsurface water. Building local roads and streets on better suited base material and above the seasonal high-water table helps to prevent the damage caused by frost action. Septic absorption fields can function properly only if their design overcomes the high-water table.

488F – Brodale flaggy loam, 25 to 40 percent slopes. This soil is poorly suited for building site development and sanitary facilities because it is very steep. Extensive excavations are needed if the soil is used as a building site. The effluent from sanitary facilities can pollute ground water.

492B – Nasset silt loam, 2 to 6 percent slopes. Suitability for building site development is fair. This soil can support foundations and buildings, but heavy machinery is needed for excavations in the bedrock. The soil is poorly suited to sanitary facilities. Installing septic tank absorption fields is difficult because of the limited depth to bedrock. Also effluent from sanitary facilities can seep through the cracks in the bedrock and pollute ground water.

593D – Elbavill silt loam, 12 to 18 percent slopes. This soil is too wet for building site development, sanitary facilities, and recreation areas, such as campgrounds and playgrounds.

593E – Elbaville silt loam, 18 to 30 percent slopes. This soil is poorly suited to building site development and sanitary facilities because it is steep and very steep. Extensive cutting and filling are needed. Also, the effluent from sanitary facilities can pollute ground water.

(The above soils information is copied directly from the Soils Survey of Olmsted County, Minnesota)

- An engineering feasibility report for the installation and operation of community type sewage disposal system and water distribution system where such facilities are to be incorporated in the final plat.

This type of sewage disposal system is not being proposed.

Variances

Rochester Township Subdivision Ordinance:

Section 5.103. GEOMETRIC DESIGN STANDARDS

- Streets designed and laid out so as to have one end permanently closed shall not exceed one-thousand-five-hundred (1500) feet in length, except where the Commission has approved additional length due to property limitations. Each cul-de-sac shall be provided at the closed end with a turn-around having a minimum outside roadway diameter of 90 feet and minimum right of way diameter of 120 feet.

The cul-de-sac dead ends at 4908 feet from the intersection of 8th Street SW and 45th Ave SW. This became an issue when development occurred on Meadow Crossing Road SW. The difference between these developments and Meadow Crossing Road as an example is the number of dwellings on roadway prior to a secondary access was over 150. The Meadow Crossing Road SW area had several hundred acres of undeveloped land yet to build on. In the case of Lilly the roadway dead ends and at full build out would serve 40 lots (32 homes in phases 3 & 4 and 8 homes which are not a part of the development) and no additional land to develop..

The Commission should determine if the variances are appropriate or not because of future development.

8

Section 5.3. LOTS

The size, width, shape and orientation of lots and buildings set back line shall be appropriate for the type of development and use contemplated.

A. Residential lot dimensions are contained in the following table:

	LOTS SERVED BY PUBLIC SEWERAGE SYSTEM	LOTS SERVED BY PRIVATE SEWERAGE SYSTEM
Minimum Lot Width at Street Line	60 feet	120 feet
Minimum Lot Width at Building line	60 feet	120 feet
Maximum Lot depth as measured along side lot lines	160 feet	2 ½ times street frontage
Minimum Area of Lot	one-half acre	two acres **
**Additional lot area may be required by the Commission depending upon soil and drainage conditions.		

- B. Corner lots for residential use shall have additional width to permit appropriate building set back from and orientation to both streets.
- C. Side lot lines shall be as near to right angles or radial to street lines as possible.
- D. Every lot shall lie adjacent to a public street, thus providing access for fire protection, utilities and other necessary services.
- E. Where lots have frontage on a cul-de-sac, the minimum lot width may be reduced to 80 feet.

The following lots require a variance if this proposal is approved.

1. Lot 1, road frontage is 200.15 feet and the depth is 687 feet exceeding the 500.38 feet allowed.
2. Lot 2 road frontage is 196.88 and the depth is 687 feet exceeding the 492.2 feet allowed
3. Lot 3 road frontage is 240.05 feet and the depth is 627 feet exceeding the 600.13 feet allowed.
4. Lot 7 road frontage is 101.72 feet and the depth is over 500 feet exceeding the 254.3 feet allowed.

Conclusion

*The plat is missing the following information; (*completed)*

1. Soils data *
2. Trail easement to open space *
3. Individual lot dimensions *
4. Roadway bidding criteria
5. Development agreement
6. Final letter from Township Engineer approving the grading and construction plans

9

The applicant has not provided the township with a report or a date as to when the preliminary plat will be reviewed by the County. The preliminary plat will be on the County Planning Commission agenda on May 5, 2022

This application is different than previous plats we have dealt with since the township will be constructing the roadway at the developers cost rather than taking over the roadway after a certain number of homes are constructed. The applicant continues to work with the towns engineer and attorney to create the bid documents and agreements needed to allow for the construction of said roadway.

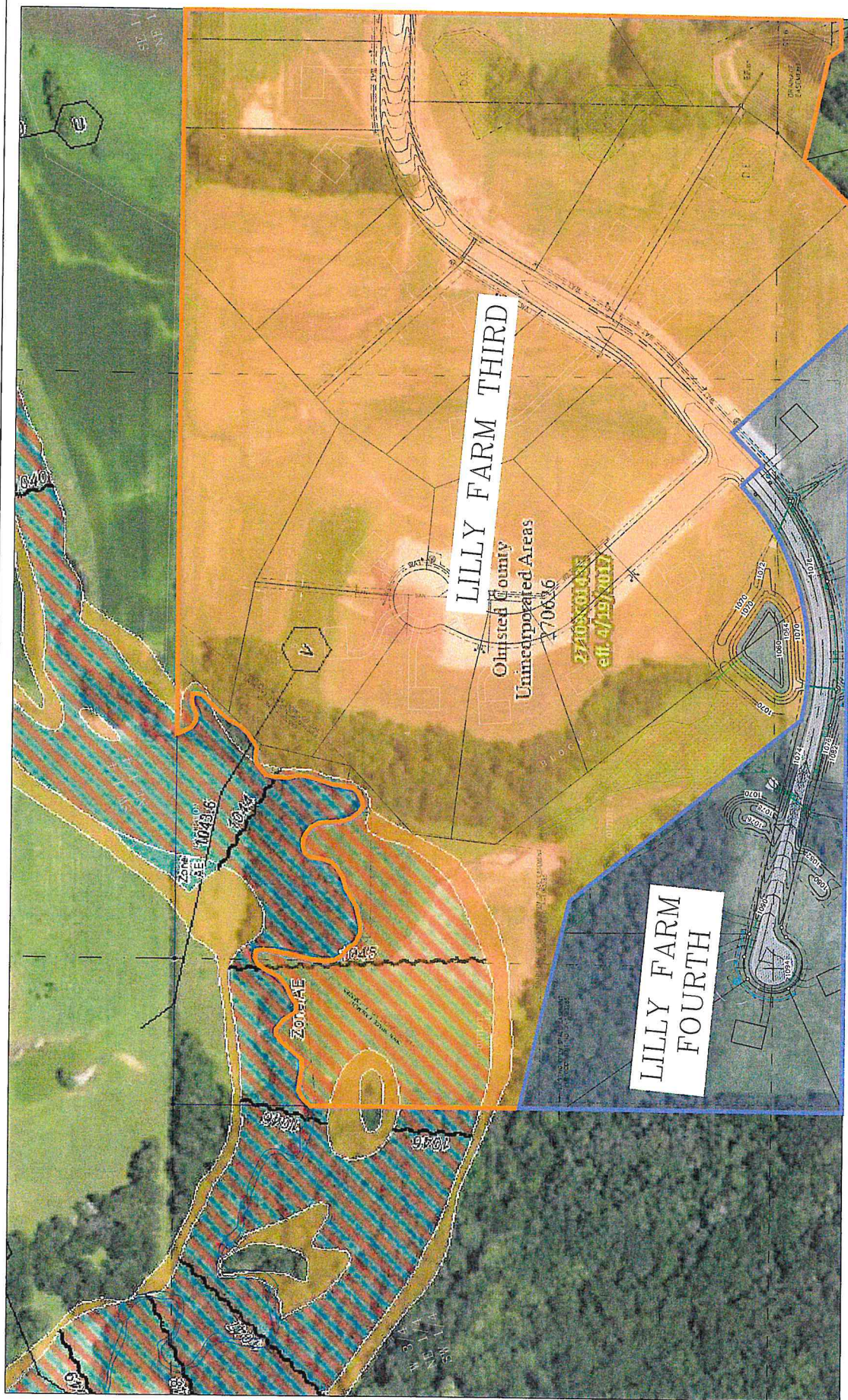
A review of the proposed application according to the Standards listed has been completed by Staff. Staff withholds its recommendation until the additional items, as stated within this report, have been submitted. If the Commission feels it does not have enough information or the information is incomplete, Staff recommends that the public hearing should be continued until their next meeting allowing for additional information to be submitted.

If approved, approval should be contingent upon approval of the Township Engineer, Township Attorney and the Olmsted County.

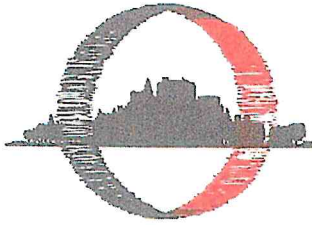
If the planning commission makes a recommendation, it will be placed on the Town Board agenda for April 14, 2022.

This application was determined to be complete on February 22, 2022. The township has 120 days to act upon a plat application, thus the board will need to act by June 22, 2022.

10



<p>G-Cubed ENGINEERING SURVEYING PLANNING 14070 Hwy 52 S.E. Chatfield, MN 55923 Ph: 507-863-1585 Fax: 507-863-1585 www.g-cubed.com</p>	<p>ROCHESTER TOWNSHIP OLMSTED COUNTY</p>	<p>LILLY FARM MNDNR FLOOD MAP CHANGES VIEWER</p>	<p>12</p>
---	---	---	-----------



OLMSTED COUNTY PLANNING DEPARTMENT

2122 Campus Drive SE, Suite 100, Rochester, MN 55904-4744

www.co.olmsted.mn.us/planning

COUNTY OF
Olmsted

Phone 507 328-7100 • Fax 507 328-7958

**LILLY FARM FOURTH
PRELIMINARY PLAT REFERRAL**

DATE: MARCH 29, 2022
TO: DAVID MEIR (TCPA), JASON KAPPERS (G-CUBED), GENE PETERS
FROM: ADAM NOWINSKI
CC: DAVID MCCOLLISTER
RE: LILLY FARM FOURTH PRELIMINARY PLAT GIS REFERRAL

A review of the LILLY FARM FOURTH PRELIMINARY PLAT to determine any existing or potential GIS, ROADWAY, or ADDRESS related issues are present shows the following:

- 1) VINCE LN SW is a valid street name and has been reserved for this development.
- 2) Preliminary Plat GIS Impact, Final Plat GIS Impact and E911 Addressing fees are applicable and payable to the Olmsted County Planning Department.
- 3) Addressing will be assigned after the final plat has been officially recorded by Olmsted County.

To address issues listed above, please contact our office.

Adam Nowinski GIS Specialist / Addressing 507-328-7142



Public Works
2122 Campus Drive SE—Suite 200
Rochester, MN 55904
Phone: 507-328-7060
E-mail: pwservice@co.olmsted.mn.us

March 30, 2022

Township Cooperative Planning Association
4111 - 11th Ave. SW, Rm 10
Rochester, MN 55902

Dear Township Cooperative Planning Association:

The Public Works Department has reviewed the submitted referral for the following - Lilly Farms Fourth Subdivision Preliminary Plat – Part of Section -6 T106N R14W, Olmsted County, MN. The owners/applicants Lilly Farm LLC, Gene Peters submitted an application for a preliminary plat consisting of 30.07 acres being subdivided into 8 single family residential lots. The property was rezoned by the Rochester Township Board on May 14, 2015, to R-1, Low Density Residential District. The development is known as Lilly Farm LLC and this plat is known as Lilly Farm Fourth. The Planning Commission will send their recommendations to the Town Board, on the proposed preliminary plat, for final approval. The eight (8) lots as proposed are to be served by individual septic systems. Water supply is proposed to be provided by two (2) shared wells.

Olmsted County Public Works has reviewed the request and has the following comments:

There are a number of items that are not labeled as to what they are and are not referenced in the legend. Additional labeling should be added to identify what these are: water lines, hydrants, wells, proposed house locations, contour elevations, pond, septic systems (P?, S?, SB221?), etc.

Sincerely,

DocuSigned by:
A blue ink signature of Ben Johnson.
97F95CCC84CA423...

Ben Johnson
Director of Public Works - County Engineer
BJ/MH

cc: Beth Davis, Olmsted County Planning Department

14



Doc No. A- 1491922
OFFICE OF COUNTY RECORDER
OLMSTED COUNTY, MINNESOTA

I hereby certify that this document was filed in this office
for record on --January 30, 2020 8:30 AM

W. MARK KRUPSKI - Co. Recorder

by deputy: ww

Well Certificate: _____ Abstract: _____

Fee: \$46.00

G-CUBED
14070 HWY 52 SE
CHATFIELD, MN 55923

AMENDED DECLARATION OF OPEN SPACE EASEMENTS

This Amendment is made this 12th day of November, 2019, by Lilly Farm LLC,
a Minnesota limited liability company, hereinafter "Declarant."

WHEREAS, Declarant filed a Declaration of Open Space Easements, dated August 28,
2015 (hereinafter referred to as "Declaration") for record in the Office of the Olmsted County
Recorder on October 15, 2015, as Document No. 1383285, which provides for the addition of
Additional Property, as defined in the Declaration.

WHEREAS, Declarant desires to add and subject the following real property to the
Declaration as provided for in the Declaration:

Lots 1 through 10, Block 1, Lilly Farm Second,

and

Lots 1 through 9, Block 1, Lots 1 through 15, Block 2, and Outlot C, Lilly Farm Third,
hereinafter collectively referred to as "Added Property";

WHEREAS, Declarant desires to redefine Outlot A of the Declaration,

NOW, THEREFORE, Declarant hereby makes and adopts the following changes to the
Declaration:

926532.doc

4410
1-29-2020
G-cubed
ww

15

04/14/2022 - 27

THIS INSTRUMENT WAS DRAFTED BY:

Dunlap & Seeger, P.A.
Attorneys at Law
30 Third Street SE, Suite 400
P.O. Box 549
Rochester, MN 55903-0549
(507) 288-9111

17

Exhibit A

Outlot A, Lilly Farm Third, City of Rochester, Olmsted County, Minnesota

18

ROCHESTER TOWNSHIP, OLMSTED COUNTY

**RESOLUTION ADOPTING THE ROCHESTER-OLMSTED COUNCIL OF
GOVERNMENTS ORGANIZATION AGREEMENT
RESOLUTION NO. 2022_04_01**

WHEREAS, the members of the Rochester-Olmsted Council of Governments (ROCOG) Policy Board has been desirous of updating its Organization Agreement and Bylaws which have not been updated since 2006; and

WHEREAS, the ROCOG Policy Board appointed a Bylaw Committee to work with Olmsted County Planning staff to research, study and update the ROCOG Organization Agreement and Bylaws; and

WHEREAS, the Bylaw Committee met regularly with Planning staff over a nine-month period to update and revise the ROCOG Organization Agreement and Bylaws and the changes to the ROCOG Bylaws have been approved by the ROCOG Policy Board; and

WHEREAS, the proposed amendments to the Organization Agreement were also approved by the ROCOG Policy Board, but they also require approval by formal resolution by a simple majority of the governing boards of the governmental unit members of ROCOG within 90 days of receipt of notification from ROCOG Planning staff; and

NOW, THEREFORE BE IT RESOLVED, that the Rochester Township Board has reviewed the changes by the ROCOG Policy Board and does hereby approve the revised ROCOG Organizational Agreement. The revised Agreement shall become effective when a simple majority of the governing boards of the governmental unit members of ROCOG have approved it within 90 days of receipt of notification from ROCOG Planning staff.

Adopted by the Rochester Township Board this _____ day of April, 2022.

Matthew Kitmann, Township Board Chair

Randy Staver, Township Clerk



ROCHESTER-OLMSTED COUNCIL OF GOVERNMENTS

(ROCOCG)

ORGANIZATIONAL AGREEMENT

APPROVED by ROCOCG: October 27, 2021

TABLE OF CONTENTS

ORGANIZATION AGREEMENT

SECTION I – Authorized Activities – page 4
SECTION II – Organizational Structure and Board Meetings – page 6
SECTION III – Finances – page 8
SECTION IV – Membership and Termination – page 8
SECTION V – Amendments to the Agreement – page 9

ROCHESTER-OLMSTED COUNCIL OF GOVERNMENTS

Representative	Governmental Unit
Mark Bransford	City of Rochester
Nick Champion	City of Rochester
Molly Dennis	City of Rochester
Kim Norton	City of Rochester
Shaun Palmer	City of Rochester
Jim Bier	Olmsted County
Ken Brown	Olmsted County
Mark Thein	Olmsted County
Mary Blair-Hoeft	City of Byron
Mike Hildenbrand	City of Pine Island
Bill Schimmel	City of Stewartville
Lenny Laures	Cascade Township
John Johnson	Haverhill Township
Jeffrey Kappers	Independent School District #535
Regina Mustafa	Community Representative
Gene Peters	Community Representative

[Rest of this page intentionally left blank]

ROCHESTER-OLMSTED COUNCIL OF GOVERNMENTS
AGREEMENT

(As Amended December 1, 1981)

(As Amended January 26, 2006)

(As Amended October 27, 2021)

This agreement, executed this ____ day of ____, 2022, by and between the undersigned governmental units all hereinafter called MEMBERS, each a government unit duly organized under the laws of the State of Minnesota, witnesseth:

WHEREAS, the respective members hereto, being desirous of joining together in an association to be known as the Rochester-Olmsted Council of Governments, hereinafter designated ROCOG, for the purpose hereinafter set out;

and

WHEREAS, Section 471.59 of Minnesota Statutes Annotated authorizes and empowers cities, townships, school districts and counties to enter into agreements for the joint or cooperative exercise of any power common to said cities, townships, school districts or counties;

and

WHEREAS, the members hereto, comprising the area of Olmsted County, Minnesota, and said county's environs, face a variety of problems resulting from metropolitan growth and development, and need to cooperatively plan with regard to metropolitan growth and the provision of public services to adequately cope with said metropolitan growth and development;

and

WHEREAS, efficient metropolitan planning depends on the inclusion of the whole area to be effective in organizing and accomplishing the well-being of the entire community;

and

WHEREAS, the individual members hereto are authorized by law to carry on municipal, township, school district and county planning activities.

NOW THEREFORE, by virtue of powers granted by law to each of the members hereto, and in consideration of accomplishing greater cooperation in guiding urban growth and development in the County of Olmsted, Minnesota, and its environs, it is mutually agreed, by and between the members hereto, as follows:

That the signatories hereto do hereby form the Rochester-Olmsted Council of Governments to be empowered and organized as hereinafter set out:

SECTION I – Authorized Activities

That said ROCOG shall be authorized to act and empowered therefore as follows:

1. Definitions:

- a) MEMBERS – for purposes of this Agreement, are defined as the governmental units or jurisdictions that comprise the Rochester-Olmsted Council of Governments (ROCOG) and include the following: City of Rochester; Olmsted County; the smaller cities of Bryon, Chatfield, Dover, Eyota, Oronoco, Pine Island and Stewartville; the 18 Townships (represented by the Olmsted County Township Officers Association) within Olmsted County, and Independent School District #535.
- b) REPRESENTATIVES – are defined as the designated appointees who serve on ROCOG by the individual governmental unit members. There are also two community representatives who reside within Olmsted County and represent the residents at large.

2. Upon the adoption, by the members hereto, of resolutions authorizing each of said members to execute and to participate in the activities hereinafter provided, and upon the execution of this agreement by said members, said ROCOG shall be authorized to carry out those comprehensive planning activities it deems to be of an areawide concern on a continuing basis.

- a) To be deemed a matter of areawide concern, it must be found by said ROCOG that any activity it proposes to undertake by virtue of the

authorities herein granted, is a matter that is in the proper sphere of governmental planning, and/or is of concern to more than one governmental unit within its jurisdiction.

- b) Comprehensive planning activities of the ROCOG shall provide a basis for areawide functional planning and coordination of short-range functional programs. Such planning activities may include, but is not limited to, human and natural resources as well as economic, governmental and physical concerns of areawide interest. It may encompass elements for housing, employment, land use development, education, taxation, transportation, sewer and water facilities, open space and recreation, agricultural, business and economic development as well as other matters of areawide concern.
- c) The ROCOG shall aid, advise, review and comment on applications from local units of government for federal and state grants and aids which are deemed a matter of areawide concern. Such applications shall be reviewed for consistency with areawide comprehensive and functional planning.
- d) In the exercise of the powers herein granted the ROCOG shall not have the power nor shall it be authorized to act in any way as to directly usurp the governmental sovereignty of any of the members hereto.
- e) To accomplish the ends desired and to carry out its responsibilities said ROCOG shall have the following authority:
 - 1) To obtain personal services and to employ staff and/or retain consultant services.
 - 2) To apply for and accept contributions, grants, gifts, services, and other assistance from any other public or private source.
 - 3) To enter into contracts and subcontracts with any person, firm or corporation and with the federal, state or local government or any agency or political subdivision thereof, including but not limited to agreements for the joint and cooperative exercise of

- powers of the authority with any such subdivision or agency in the manner provided in Minnesota Statutes, Section 471.59
- 4) To investigate, consider, take action on, make findings, or make recommendations about any matter which shall be considered by said ROCOG to be of mutual concern within its jurisdiction.
3. The governmental unit members hereto shall be jointly and individually liable for the debts and obligations incurred by said ROCOG in the proper exercise of said powers herein granted.

SECTION II – Organizational Structure and Board Meetings

That said ROCOG shall be organized and proceed as follows:

1. The governmental units which are members hereto shall select voting representatives to represent them on said ROCOG, provided that every effort shall be made to maintain representation wherein at least $\frac{2}{3}$ of the representatives to the ROCOG shall be local elected officials, and if not, shall be designated representative(s) of the local elected officials.
2. Delegates to ROCOG shall be selected as follows:
 - a) The City of Rochester which is a member hereto shall, upon execution of this agreement, select five (5) voting representatives to serve on ROCOG
 - b) The County of Olmsted which is a member hereto shall, upon execution of this agreement, select three (3) voting representatives to serve on ROCOG.
 - c) The Cities of Byron, Chatfield, Dover, Eyota, Oronoco, Pine Island, and Stewartville shall upon execution of this agreement, collectively select three (3) voting representatives to represent them on ROCOG.
 - d) The Townships in Olmsted County desiring to be members of ROCOG shall select two (2) voting representatives to represent said townships on ROCOG through the Olmsted County Township Officers Association.

- e) Independent School District 535 (Rochester Public Schools) shall select one (1) voting representative to serve on ROCOG.
- f) The District Engineer of MnDOT District 6 may serve as an *ex officio* non-voting representative to ROCOG, whose attendance or absence will not affect determination of a quorum.
- g) The representatives to ROCOG shall select two (2) community representatives as voting members of ROCOG. Said community representatives shall be selected at their first meeting of the ROCOG. Community representatives shall be residents of Olmsted County and shall have been an Olmsted County resident for at least one (1) year prior to appointment. Representatives to the ROCOG shall be as follows:

Governmental Unit	Number of Representatives
City of Rochester	5
Olmsted County	3
Eighteen (18) Townships (to be appointed by the Olmsted County Township Officers Association)	2
Cities of Byron, Chatfield, Dover, Eyota, Oronoco, Pine Island and Stewartville	3
Independent School District #535	1
Community Representatives	2
MnDOT District 6 District Engineer, or designee (<i>ex-officio</i>)	(1)
Total	16

Each governmental unit's representative(s) so appointed shall have one vote and must be in attendance at the meeting of the ROCOG in order to cast that vote. The use of substitutes or alternates to attend in the event of a representative's absence shall not be allowed.

3. Upon the ratification of this agreement by the members of ROCOG, and not sooner than thirty (30) days nor later than sixty (60) days following the appointment of ROCOG representatives, the ROCOG representatives shall meet and select from their number, by a majority vote of the ROCOG representatives, a Chair and Vice-Chair,

which officers shall retain their voting rights as representatives. The Chair and Vice-Chair shall be rotated amongst the jurisdictional types in order to balance the leadership roles.

4. The Olmsted County Planning Director shall be responsible to provide staff assistance as provided in the annual work program, provide an orientation and/or educational session for new representatives, and serve as secretary to ROCOG.
5. The ROCOG shall, at its meeting closest to January of each year, determine the months in which regular meetings will be held. ROCOG Policy Board meetings have been determined to be held on the fourth Wednesday of the month, or as required for the conduct of official business, beginning at 12:00 noon, in Building 2122 of the Olmsted County Campus Complex. Said ROCOG shall hold at least four (4) meetings each year. The Chair, Executive Committee, or any four ROCOG representatives, acting jointly, shall be authorized to call a special meeting. The secretary shall give written notice prior to any regular or special meeting, setting out on said notice the time, place and purpose of said meeting.

SECTION III – Finances

The County of Olmsted shall pay expenses for the administration of the ROCOG, in such amounts as may be periodically approved and appropriated by the Olmsted County Board of Commissioners through the annual budget set for the Olmsted County Planning Department. The ROCOG may make special allocations for project costs.

All governmental unit members of ROCOG may each voluntarily appropriate money for the use of said ROCOG.

SECTION IV – Membership and Termination

Any governmental unit located in Olmsted County or partly located in Olmsted County authorized by law and not a member hereto, shall upon application to the ROCOG and upon execution of an appropriate resolution be authorized to join the ROCOG and upon admission shall be bound by the terms of this agreement. If said

new member jurisdiction is a Township in Olmsted County, it shall be represented by the two representatives representing the townships already serving on ROCOG. If said new member is a City in Olmsted County, it shall be represented by and shall have an equal voice in the collective appointment of the three representatives representing Byron, Chatfield, Dover, Eyota, Oronoco, Pine Island, and Stewartville.

Any City which is not entirely located in Olmsted County, being contiguous to Olmsted County, may upon application to the ROCOG and by adoption of an appropriate resolution by the then current members of ROCOG, join ROCOG and upon admission shall be bound by the terms of this agreement. Said City shall be represented by and shall have an equal vote in the collective appointment of the three representatives representing Byron, Chatfield, Dover, Eyota, Oronoco, Pine Island, and Stewartville.

The term of this agreement shall continue so long as the members hereto continue participating in the Rochester-Olmsted Council of Governments. This agreement and the Rochester-Olmsted Council of Governments shall be, however, subject to termination at any time by two-thirds ($\frac{2}{3}$) vote of all of the ROCOG voting representatives.

At the time this agreement is so terminated all the property owned by the ROCOG and all the surplus funds of the ROCOG shall be distributed to the County of Olmsted, Minnesota.

Any governmental unit member hereto may withdraw from this agreement by serving six (6) months written notice upon the other members hereto.

SECTION V – Amendments to the Agreement

This agreement may be altered, amended or added to provided:

1. That the proposed amendments are first recommended for approval by the ROCOG Board using the same procedure set forth in Article VIII of the ROCOG Bylaws.
2. Following ROCOG Board approval, the proposed amendments shall be subsequently approved by a resolution of a simple majority of the governing

boards of the governmental unit members of ROCOG within 90 (ninety) days of recommended approval by the ROCOG Board when they shall become final and binding on ROCOG.

[Rest of this page intentionally left blank]

IN WITNESS THEREOF, the undersigned governmental units, by appropriate resolution duly adopted, have caused these presents to be executed.

City of Rochester	By: _____
County of Olmsted	By: _____
City of Byron	By: _____
City of Chatfield	By: _____
City of Dover	By: _____
City of Eyota	By: _____
City of Oronoco	By: _____
City of Pine Island	By: _____
City of Stewartville	By: _____
Olmsted County Township Officers Association*	By: _____
School District 535 (Rochester)	By: _____

[Rest of this page intentionally left blank]

* Previous agreement listed each township separately; Dover, Eyota, Farmington, and New Haven Town Boards have not signed the agreement. In practice, appointments have been made by the Township Officers Association, with one delegate representing rural areas and one representing suburban areas.

**ROCHESTER TOWNSHIP
2022 REORGANIZATION MEETING**

Board Members / Supervisors:

Title	Name	Elected	Next Election	Compensation (before Taxes)
Supervisor #1	Matt Kitzmann	2021	2024	\$1,127.27 / month
<ul style="list-style-type: none"> First appointed in 2019; re-elected in 2021 for three year term 				
Supervisor #2	Nathan Clarke	2022	2025	\$901.81 / month
<ul style="list-style-type: none"> First elected in 2004 				
Supervisor #3	Jeff Orth	2020	2023	\$901.81 / month
<ul style="list-style-type: none"> First elected in 1993 				
Supervisor #4	Brian Zmolek	2021	2023	\$901.81 / month
<ul style="list-style-type: none"> First appointed in 2020; re-elected in 2021 for remainder of term 				
Supervisor #5	Jamie Neisen	2021	2024	\$901.81 / month
<ul style="list-style-type: none"> First elected in 2018; re-elected in 2021 for three year term 				
Clerk / Treasurer	Randy Staver	Appointed		\$35.81 / hour
<ul style="list-style-type: none"> Appointed in December 2019 				
Deputy Clerk / Treasurer	Sara Rudquist	Appointed		\$35.81 / hour
Custodian	Crystal Lammers	Appointed		\$50 / cleaning

- Rochester Township Board Rotating Chair Policy: Each elected Supervisor shall annually assume the duty of board chair following a rotation sequence by seat number.
2021/2022 Chair – Matt Kitzmann
2021/2022 Vice Chair – Brian Mueller
- There is no additional pay for extra or special meetings or required duties (Fire warden, cleaning garbage from ditches, ROWs, Road tour, etc.)
- Compensation for the chairperson is set at 25% above other supervisor compensation

Board Meeting Date / Time: Second (2nd) Thursday of each month beginning at 7:00 pm

Board Meeting Location: Rochester Townhall, 4111 11th Ave SW, Rochester, MN

Official Posting Site: Rochester Townhall and Website – Rochester-township.com

Official Newspaper: Rochester Post Bulletin

Official Depository: Premier Bank

Bank Accounts and Signers:

Account	Account Title	Account (Check) Signers
Premier Bank - #***6	Rochester Township	Brian Mueller, Jeff Orth, Jamie Neisen, Matt Kitzmann, Brian Zmolek, Randy Staver
Premier Bank - #***7	Cafeteria Account	Brian Mueller, Jeff Orth, Jamie Neisen, Matt Kitzmann, Brian Zmolek, Randy Staver
Premier Bank - #***4	Joint Powers Board	Brian Mueller, Jeff Orth, Arlen Heathman, Sara Rudquist, Randy Staver, Brian Zmolek, Matt Kitzmann, Jamie Neisen
Premier Bank - #***9	JPB – Cafeteria Account	Brian Mueller, Jeff Orth, Jamie Neisen, Matt Kitzmann, Brian Zmolek, Randy Staver
Premier Bank - #***94	Money Market Account	Brian Mueller, Jeff Orth, Jamie Neisen, Matt Kitzmann, Brian Zmolek, Randy Staver

Other Fees:

- Gopher Fee – \$4.00 (set in 2019 with automatically renewing Board Resolution)
- Town Hall Rental – Currently not available
- Equipment rate JPB (including Labor) – Mower \$105/hour; with Brush Cutter \$92/hour
- Cost of copies for residents – 10 cents per copy up to 100 copies; above 100 time and material
- Election head judge and regular judges – pay rate \$20/hour (paid in 2021)

JPB Chair – 2022/23: Gary Sieck

Board of Equalization township member:

<u>Supervisor</u>	<u>Date Attended</u>	<u>Training Expires</u>
Jamie Neisen	12/14/2020	7/1/2024
Brian Zmolek	12/16/2020	7/1/2024

Set, Appoint or Declare:

In 20xx the board decided to let Olmsted County handle board of equalization duties.

Planning and Zoning Commission

For 2022 Mike Herman (chair)
 Brad Lewis
 Norm Olson
 Arthur Handelman (alternate)
 Jamie Neisen (alternate)
 Brian Zmolek (alternate)

- Meeting Date / Time: Second (2nd) Tuesday of each month beginning at 7:00 pm at town hall when there is business to review
- Meeting reimbursement rate: \$40 per meeting

Board of Adjustment (Variances)

For 2022 Jeff Orth
 Brian Mueller
 Dave McCloud (chair)

- Meeting Date / Time: Fourth (4th) Wednesday of each month beginning at 7:00 pm at town hall when there is business to review
- Meeting reimbursement rate: \$40 per meeting

Designate:

TCPA representative – Jeff Orth
Soil and Water Conservation Board member – Jeff Orth
Mileage rate – Federal Standard, currently \$58.5 cents per mile for 2022
JPB – Personnel Representative – Brian Zmolek and Matt Kitzmann
JPB – Equipment Representative – Brian Mueller and Jeff Orth
Animal Control Officer – Brian Zmolek
Township representative for fire service – Jeff Orth
Township representative for sheriff contract – Jeff Orth
Fire Wardens – Mark Cochran, Jeff Orth and Brian Mueller
Minnesota Pollution Control representative – Pat McGowan

Contact Information:

Person	Phone #	Cell #	Email
Supervisor #1 – Matt Kitzmann		(507) 398-5576	Matt@SSCleans.com
Supervisor #2 – Nathan Clarke		(507) 316-2864	clarke.nathan46@gmail.com
Supervisor #3 – Jeff Orth	(507) 289-9907	(507) 254-6358	jefforth155@aol.com
Supervisor #4 – Brian Zmolek		(507) 951-8852	brian.zmolek@gmail.com
Supervisor #5 – Jamie Neisen	(507) 258-5215		jneisen@yahoo.com
Clerk / Treasurer – Randy Staver		(507) 250-0867	rochestertownshipclerk@gmail.com

Dep. Clerk/Treas. – Sara Rudquist		(507) 226-4144	cascadetownclerk@outlook.com
Maint. Supervisor – Pat McGowan		(507) 250-6081	pdmcgowan@gmail.com

DRAFT

West Hill Drive Payments for 2022

Name	Address	Amount	Paid	Date Paid in 2021
Michael & Ruple Laughin	1152 Westhill Dr. SW	\$ 370.00	\$ 370.00	5/15/2021
John & Nellie Weroha	1186 Westhill Dr. SW	\$ 370.00	\$ 370.00	7/23/2021
Jayawant & Sumithra Mandrekar	1220 Westhill Dr. SW	\$ 370.00	\$ 370.00	5/15/2021
Sumit Bhagra	1250 Westhill Dr. SW	\$ 370.00	\$ 370.00	5/15/2021
Christian & Debra Baum	1278 Westhill Dr. SW	\$ 370.00	\$ 370.00	7/22/2021
Nicholas & Euthymia Psimos	1314 Westhill Dr. SW	\$ 370.00	\$ 370.00	7/22/2021
David & Marjorie Steinbauer	1358 Westhill Dr. SW	\$ 370.00	\$ 370.00	5/19/2021
Michael & Julie Brown	1392 Westhill Dr. SW	\$ 370.00	\$ 370.00	5/19/2021
Chad & Kimberly Fleming	1440 Westhill Dr. SW	\$ 370.00	\$ 370.00	5/25/2021
David and Joanna Rea	1506 Westhill Dr. SW	\$ 370.00	\$ 370.00	5/15/2021
James E and Jeahan H Colletti	1534 Westhill Dr. SW	\$ 370.00	\$ 370.00	5/19/2021
Melissa Hjalmerik	1558 Westhill Dr. SW	\$ 370.00	\$ 370.00	6/21/2021
Navine Ghodsi & James Smadbeck	1582 Westhill Dr. SW	\$ 370.00	\$ 370.00	5/28/2021

Total For Westhill Drive \$ 4,810.00

Total Billed 13 homes@\$370.00 ea \$ 4,810.00

Total Paid \$ 4,810.00

History of Payments

	<u>For Year</u>	<u>Total</u>
Bamber Valley Estates	Year 2008	\$ 3,129.80
Bamber Valley Estates	Year 2009	\$ 3,755.76
BE- West Hill Assn.	Year 2010 @ \$312.98	\$ 4,068.74
BE- West Hill Assn.	Year 2011 @ \$312.98	\$ 4,068.74
BE- West Hill Assn.	Year 2012 @ \$312.98	\$ 4,068.74
BE- West Hill Assn.	Year 2013 @ \$312.98	\$ 4,068.74
BE- West Hill Assn.	Year 2014 @ \$312.98	\$ 4,068.74
BE- West Hill Assn.	Year 2015 @ \$312.98	\$ 4,068.74
BE- West Hill Assn.	Year 2016 @ \$312.98	\$ 4,068.74
BE- West Hill Assn.	Year 2017 @ \$312.98	\$ 4,068.74
BE- West Hill Assn.	Year 2018 @ \$312.98	\$ 4,068.74
BE- West Hill Assn.	Year 2019 @ \$350.00	\$ 4,550.00
BE- West Hill Assn.	Year 2020 @ \$360.00	\$ 4,680.00
BE- West Hill Assn.	Year 2021 @ \$360.00	\$ 4,680.00
BE- West Hill Assn.	Year 2022 @ \$370.00	\$ 4,810.00

Board of Directors Bamber Valley Estates Westhill Drive Homeowners Assoc.
 Effie Psimos, Kim Fleming, Michael Hjalmerik

April 2022
Treasurer's Report

Period: 03/01/2022 - 03/31/2022

Checking

Deposits

Accounts:

Opening Balance	#3794	\$	467,536.47
Opening Balance	#1306	\$	686,831.45
Opening Balance	#4917	\$	208.73
Checks		\$	(33,068.23)
Deposits (incl. interest)		\$	37,946.04
Closing Balance		\$	1,159,454.46
Reserve (1/2 of Est. Bud).		\$	500,000.00
Available to Spend		\$	659,454.46

Interest Earned	0.15%	\$	59.56
Interest Earned	0.15%	\$	90.09
Interest Earned	0.02%	\$	0.01
Cafeteria plan		\$	208.33
Cafeteria plan		\$	208.33
TCPA		\$	500.00
Federal Licensing		\$	120.00
Olmsted County		\$	36,759.72
TBD		\$	-
TBD		\$	-
TBD		\$	-
Total		\$	37,946.04

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	03/31/2022
Statement Thru Date	03/31/2022
Check/Items Enclosed	15
Page	1

Return Service Requested

00002133 TP5492DD040122103711 01 000000000 0000000 005

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 03/01/2022	\$686,831.45
+ Deposits and Credits (3)	\$37,469.81
- Withdrawals and Debits (19)	\$33,068.23
Ending Balance as of 03/31/2022	\$691,233.03
Service Charges for Period	\$0.00
Average Collected for Period	\$707,182.00
Minimum Balance for Period	\$686,831.00

Earnings Summary

Interest for Period Ending 03/31/2022	\$90.09
Interest Paid Year to Date	\$266.84
Annual Percentage Yield Earned (APYE)	0.15%
Average Balance for APYE	\$707,182.24
Number of Days for APYE	31

Miscellaneous Credits

Date	Description	Deposits
Mar 03	DEPOSIT	620.00
Mar 08	OLMSTED COUNTY/PAYMENTS 091905664 VC0000101089	36,759.72
Mar 31	INTEREST EARNED	90.09

Miscellaneous Debits

Date	Description	Withdrawals
Mar 09	STATE OF MINN/PAYMENTS 707015965931 ROCHESTER TOWNSH	777.00
Mar 11	IRS/USATAXPYMT *****7022850058 ROCHESTER TOWNSHIP	516.08
Mar 11	MN PERA/PERA TXP*XXXXX717600*02282022****\SOMPER000643236 USERPERA	703.08
Mar 11	ROCHESTER TOWNSH/RT PAYROLL ROCHESTER TOWNSHIP	2,966.82
Mar 15	MN DEPT OF REVEN/MN REV PAY 000000096352228 OLMSTED COUNTY	30.85



421 First Avenue SW • Rochester, MN 55902

Account Number	XXXXXX3794
Statement Date	03/31/2022
Statement Thru Date	03/31/2022
Check/Items Enclosed	0
Page	1

Return Service Requested

00002132 TP5492DD040122103711 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 03/01/2022	\$467,536.47
+ Deposits and Credits (1)	\$59.56
- Withdrawals and Debits (0)	\$0.00
Ending Balance as of 03/31/2022	\$467,596.03
Service Charges for Period	\$0.00
Average Collected for Period	\$467,536.00
Minimum Balance for Period	\$467,536.00

Earnings Summary

Interest for Period Ending 03/31/2022	\$59.56
Interest Paid Year to Date	\$172.90
Annual Percentage Yield Earned (APYE)	0.15%
Average Balance for APYE	\$467,536.47
Number of Days for APYE	31

Miscellaneous Credits

Date	Description	Deposits
Mar 31	INTEREST EARNED	59.56

Daily Balance Summary

Date	Balance
Mar 31	467,596.03



421 First Avenue SW • Rochester, MN 55902

Account Number XXXXXX4917
Statement Date 03/31/2022
Statement Thru Date 03/31/2022
Check/Items Enclosed 2
Page 1

Return Service Requested

00002130 TP5492DD040122103711 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 03/01/2022	\$208.73
+ Deposits and Credits (3)	\$416.67
- Withdrawals and Debits (0)	\$0.00
Ending Balance as of 03/31/2022	\$625.40
Service Charges for Period	\$0.00
Average Collected for Period	\$477.00
Minimum Balance for Period	\$208.00

Earnings Summary

Interest for Period Ending 03/31/2022	\$0.01
Interest Paid Year to Date	\$0.41
Annual Percentage Yield Earned (APYE)	0.02%
Average Balance for APYE	\$477.54
Number of Days for APYE	31

Miscellaneous Credits

Date	Description	Deposits
Mar 03	DEPOSIT	208.33
Mar 21	DEPOSIT	208.33
Mar 31	INTEREST EARNED	0.01

Daily Balance Summary

Date	Balance	Date	Balance	Date	Balance
Mar 03	417.06	Mar 21	625.39	Mar 31	625.40



421 First Avenue SW • Rochester, MN 55902

Account Number	XXXXXX7568
Statement Date	03/31/2022
Statement Thru Date	03/31/2022
Check/Items Enclosed	0
Page	1

Return Service Requested

00000217 TP5492SV040122100221 01 100000000 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.

SAVINGS NON PERSONAL

Account Number: XXXXXX7568

Account Owner(s): ROCHESTER TOWNSHIP

Balance Summary

Beginning Balance as of 01/01/2022	\$22,412.85
+ Deposits and Credits (1)	\$0.55
- Withdrawals and Debits (0)	\$0.00
Ending Balance as of 03/31/2022	\$22,413.40
Service Charges for Period	\$0.00
Average Collected for Period	\$22,412.00
Minimum Balance for Period	\$22,412.00

Earnings Summary

Interest for Period	\$0.55
Interest Paid Year to Date	\$0.55
Annual Percentage Yield Earned (APYE)	0.01%
Average Balance for APYE	\$22,412.85
Number of Days for APYE	90

Miscellaneous Credits

Date	Description	Deposits
Mar 31	INTEREST EARNED	0.55

Daily Balance Summary

Date	Balance
Mar 31	22,413.40

For the Period : 3/1/2022 To 3/31/2022

<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	\$1,002,311.80	\$769.65	\$14,024.66	\$989,056.79	\$0.00	\$3,346.42	\$992,403.21
Road and Bridge	(\$182,892.71)	\$36,759.72	\$18,978.38	(\$165,111.37)	\$0.00	\$196.00	(\$164,915.37)
Cafeteria Fund	\$208.73	\$416.67	\$0.00	\$625.40	\$0.00	\$0.00	\$625.40
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	\$1,150,969.04	\$37,946.04	\$33,003.04	\$1,155,912.04	\$0.00	\$3,542.42	\$1,159,454.46

<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>
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		
Nathan Clarke	Town Supervisor				Date		

Date Range : 3/1/2022 To 3/31/2022

<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>
03/31/2022	Randy Staver	Reimbursement for security software purchase	4969	\$140.55			
					100-41110-309-	Council/Town Board	\$140.55
03/31/2022	Charter Communications	Invoice 0794079032422	4970	\$129.99			
					100-41940-325-	General Government Buildings and Plant	\$129.99
03/31/2022	Premier Bank Visa	March statement - printer and name tag	4971	\$916.72			
					100-41110-201-201	Council/Town Board	\$16.73
					100-41190-309-	Council / Town Board - COVID	\$899.99
03/31/2022	GDO Law	Invoice 8686	4972	\$4,754.00			
					100-41110-304-	Council/Town Board	\$4,754.00
03/31/2022	Paul's Lock & Key	Keys	4973	\$9.60			
					100-43202-229-	Town Hall cleaning and building repair items	\$9.60
03/31/2022	Randy Staver	Reimbursement for office supplies	4974	\$13.98			
					100-41110-201-	Council/Town Board	\$13.98
03/31/2022	People's Energy Cooperative	Electric bill for 8th Street Lights - March statement	4975	\$40.00			
					100-43160-386-	Street Lighting	\$40.00
03/31/2022	Brian Zmolek	Reimbursement for postage	4976	\$12.24			
					100-41110-201-200	Council/Town Board	\$12.24
03/31/2022	Boe Electric Inc.	LED lighting upgrade	4977	\$2,407.00			
					100-41190-220-	Council / Town Board - COVID	\$2,407.00
03/31/2022	Allegra	Annual newsletter	4978	\$668.98			
					100-41110-203-	Council/Town Board	\$668.98
03/31/2022	WHKS	Invoice 45227 and 45230	4979	\$19,954.50			
					100-41110-303-	Council/Town Board	\$19,954.50

Date Range : 3/1/2022 To 3/31/2022

<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>
03/31/2022	Olmsted County	Invoice SHER-140994	4980	\$5,411.85	100-41110-313-	Council/Town Board	\$5,411.85
03/31/2022	Laura Laudon	Annual meeting moderator	4981	\$50.00	100-41410-103-	Elections	\$50.00
03/31/2022	Keith Berge	Election judge	4982	\$90.00	100-41960-103-	Elections (other than clerk)	\$90.00
03/31/2022	Sara Rudquist	OCTOA meeting supplies	4983	\$93.52	100-41110-201-	Council/Town Board	\$93.52
03/31/2022	Joint Powers Board	March claims and payroll	4984	\$23,028.43	201-43127-310-	Joint Powers	\$23,028.43
03/31/2022	Custom Communications, INC	Alarm monitoring	4985	\$97.92	100-42408-311-	Security Services	\$97.92
03/31/2022	Rochester Township Cafeteria Acct	April 2022 paycheck cafeteria deposit	4986	\$208.33	100-41110-103-	Council/Town Board	\$208.33
03/31/2022	PERA	March 2022 payroll deductions	4987	\$792.07	100-41110-103-	Council/Town Board	\$792.07
03/31/2022	Empower - MN Deferred Comp Plan	March 2022 Deferred Income	4988	\$777.00	100-41110-103-	Council/Town Board	\$777.00
03/31/2022	Federal Government	Monthly withholding March 2022 payroll	4989	\$773.71	100-41110-103-	Council/Town Board	\$773.71
03/31/2022	State of Minnesota	March payroll taxes, Q1, #3	4990	\$62.64	100-41110-103-	Council/Town Board	\$62.64

Date Range : 3/1/2022 To 3/31/2022

<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>
Total For Selected Claims				\$60,433.03			\$60,433.03

Brian E Zmolek	Town Supervisor	Date
Jamie Neisen	Chair, Town Supervisor	Date
Jeff Orth	Town Supervisor	Date
Matthew Kitzmann	Town Supervisor	Date
Nathan Clarke	Town Supervisor	Date

Rochester Township

Gross Pay Report

For the Period 4/1/2022 to 4/30/2022

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	1,826.31
Staver, Sheila	Record Keeping	312.00
Zmolek, Brian E	Supervisor	901.81

Rochester Township

Gross Pay Report

For the Period 4/1/2022 to 4/30/2022

Employee Name	Title	Gross Wages
Kitzmann, Matthew		1,217.27
McGowan, Pat	Maintenance	155.00
Mueller, Brian	Supervisor	901.81
Neisen, Jamie	Supervisor	901.81
Orth, Jeff		901.81
Staver, Randy R	Clerk/Treasurer	2,023.27
Staver, Sheila	Record Keeping	312.00
Zmolek, Brian E	Supervisor	991.81

Date Range : 3/1/2022 To 3/31/2022

<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>
03/31/2022	NCPRS Group Life Ins	Chris Lien ID 1156 - April 2021	5776	\$16.00			
					201-41970-365-300	Insurance	\$16.00
03/31/2022	Minnesota Energy Resources	Rochester 03/29/2022	5777	\$492.79			
					100-41940-383-201	General Government Buildings and Plant	\$492.79
03/31/2022	Minnesota Energy Resources	Cascade 03/15/2022	5778	\$747.06			
					100-41940-383-200	General Government Buildings and Plant	\$747.06
03/31/2022	Rochester Public Utilities	2009272 - RT water only	5779	\$68.38			
					100-41940-382-201	General Government Buildings and Plant	\$68.38
03/31/2022	People's Energy Cooperative	Rochester Township	5780	\$282.00			
					100-41940-381-201	General Government Buildings and Plant	\$282.00
03/31/2022	People's Energy Cooperative	Cascade Township	5781	\$288.00			
					100-41940-381-200	General Government Buildings and Plant	\$288.00
03/31/2022	Waste Managememt	Rochester trash	5782	\$338.17			
					100-41940-384-201	General Government Buildings and Plant	\$338.17
03/31/2022	SBG-VAA	Chris Lien - 457B	5783	\$100.00			
					201-41440-175-	Chris Lien HSA	\$100.00
03/31/2022	Truckin' America	2021 F550 strobe lights, protective accessories	5784	\$1,030.38			
					201-43116-229-117	Heavy Equipment Repairs	\$1,030.38
03/31/2022	Earl's Small Engine Repair, Inc.	chainsaw case	5785	\$64.21			
					201-43115-221-	Shop & Equipment Supplies	\$64.21

Date Range : 3/1/2022 To 3/31/2022

<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>
03/31/2022	Cat Personal Safety Training	MSHA 8 hour training	5786	\$270.00	201-41940-308-	General Government Buildings and Plant	\$270.00
03/31/2022	Brock White Company LLC	straw waddle	5787	\$175.60	201-43115-221-	Shop & Equipment Supplies	\$175.60
03/31/2022	Zarnoth Brush Works, Inc.	broom refills	5788	\$497.55	201-43116-229-112	Heavy Equipment Repairs	\$497.55
03/31/2022	Compass Minerals America Inc.	salt	5789	\$15,834.42	201-43136-216-	Salt, Sand & Hauling	\$15,834.42
03/31/2022	Dalco	TP and towels	5790	\$156.35	201-43115-221-	Shop & Equipment Supplies	\$156.35
03/31/2022	Ronco Engineering Sales, Inc.	lifting sling and shop supplies	5791	\$39.71	201-43115-221-	Shop & Equipment Supplies	\$39.71
03/31/2022	Olmsted Aggregate	washed sand	5792	\$434.99	201-43136-217-	Salt, Sand & Hauling	\$434.99
03/31/2022	Lesmeister Fleet Service Inc	DOT 2021 F550	5793	\$204.45	201-43116-229-117	Heavy Equipment Repairs	\$204.45
03/31/2022	AG Partners	seed	5794	\$42.00	201-43136-261-	Salt, Sand & Hauling	\$42.00
03/31/2022	CHS	DEF	5795	\$147.95	201-43111-212-	Fuel	\$147.95
03/31/2022	Sanco Equipment	Bobcat broom maintenance	5796	\$226.28	201-43115-229-112	Shop & Equipment Supplies	\$226.28
03/31/2022	Menards - Rochester South	water	5797	\$5.96			

Date Range : 3/1/2022 To 3/31/2022

<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>
					201-43115-221-	Shop & Equipment Supplies	\$5.96
03/31/2022	Menards - Rochester North	shop supplies	5798	\$243.66			
					201-43115-221-	Shop & Equipment Supplies	\$243.66
03/31/2022	Chris Lien	Q2 Cell phone, mileage and reimbursement	5799	\$141.95			
					201-43115-221-	Shop & Equipment Supplies	\$3.23
					201-43111-331-	Fuel	\$18.72
					201-41940-387-351	General Government Buildings and Plant	\$120.00
03/31/2022	Pat McGowan	Q2 Cell phone reimbursement, mileage and misc reimbursements	5800	\$880.36			
					201-41940-308-	General Government Buildings and Plant	\$45.00
					201-43116-229-117	Heavy Equipment Repairs	\$279.97
					201-43115-221-	Shop & Equipment Supplies	\$59.61
					201-43116-229-117	Heavy Equipment Repairs	\$69.25
					201-43111-331-	Fuel	\$96.53
					201-41940-387-353	General Government Buildings and Plant	\$330.00
03/31/2022	Charter Communications	Cascade phone and internet	5801	\$117.97			
					100-41940-386-200	General Government Buildings and Plant	\$117.97
03/31/2022	Premier Bank	Pat McGowan and Chris Lien HSA	5802	\$522.73			
					201-41440-173-361	Chris Lien HSA	\$322.73
					201-41450-173-362	Pat McGowan HSA	\$200.00
03/31/2022	United States Treasury	April 2022 payroll taxes Q2 payment 1	5803	\$3,034.74			
					201-43102-171-	Road Salary	\$2,089.10
					201-43102-122-	Road Salary	\$945.64
03/31/2022	PERA	April 2022 payroll contributions	5804	\$1,669.36			

Date Range : 3/1/2022 To 3/31/2022

<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>
					201-43102-121-	Road Salary	\$894.30
					201-43102-174-	Road Salary	\$775.06
03/31/2022	MN Department of Revenue	April 2022 payroll taxes Q2 payment 1	5805	\$519.48			
					201-43102-172-	Road Salary	\$519.48
Total For Selected Claims				\$28,592.50			\$28,592.50

Date

For the Period : 3/1/2022 To 3/31/2022

<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	\$11,298.39	\$1,044.61	\$3,709.95	\$8,633.05	\$0.00	\$117.97	\$8,751.02
Road and Bridge	\$40,879.07	\$24,676.88	\$105,107.07	(\$39,551.12)	\$0.00	\$545.66	(\$39,005.46)
Lien Cafeteria	\$7,413.32	\$317.14	\$0.00	\$7,730.46	\$0.00	\$0.00	\$7,730.46
Reiland Cafeteria	\$1,145.48	\$0.00	\$0.00	\$1,145.48	\$0.00	\$0.00	\$1,145.48
McGowan Cafeteria	\$11,213.92	\$200.00	\$0.00	\$11,413.92	\$0.00	\$0.00	\$11,413.92
General Capital Projects	\$257,387.96	\$9,583.34	\$0.00	\$266,971.30	\$0.00	\$0.00	\$266,971.30
Reserve for Sick Leave	\$70,541.68	\$175.75	\$0.00	\$70,717.43	\$0.00	\$0.00	\$70,717.43
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	\$419,879.82	\$35,997.72	\$108,817.02	\$347,060.52	\$0.00	\$663.63	\$347,724.15

Date

Rochester Township
American Rescue Plan Act (ARPA) Reconciliation

Description	Date	ARPA		Payee	Paid / Reimbursed
Initial amount received	8/10/2021	\$100,684.90			Receipt #253
Supplemental amount received	11/22/2021	\$3,297.15			Receipt #275
LED lighting upgrade	4/15/2022	(\$2,407.00)		Boe Electric Inc.	Yes - claim #4977 / check #8265
Office equipment - printer	4/15/2022	(\$899.99)		B&H Photo	Yes - claim #4971 / check #8259
Office equipment - computer		(\$3,000.00)	est.	B&H Photo	
Backflow preventer testing / work		(\$1,720.00)	est.	Prestige Plumbing	
Election worker compensation		(\$7,000.00)	est.	Multiple	
Legal expenses		(\$10,000.00)	est.	GDO Law Firm	
Second ARPA fund distribution		\$100,680.00	est.		
Road projects		(\$1.00)	est.	Multiple	
TBD					
TBD					
TBD					
TBD					
TBD					
TBD					
TBD					
Total		\$179,634.06			