

Rochester Township Supervisors Meeting
Rochester Town Hall
Thursday, June 9, 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 May 12, 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. Pool covers
 - D. Right of Way / Headwalls; Resolution regarding headwalls in township Right-of-Way – Res2022_04_03
 - E. Audio / video system
- VI. New Business
 - A. 2021 Audit – Smith Schafer
 - B. Olmsted County maintenance agreement
 - C. Computer policy
 - D. Information items:
 - a. TBD
 - E. New agenda items; as added earlier
- VII. Tabled Items
 - A. Resolution approving plans and specifications and ordering advertisement for bids for the construction of Lilly Farms 4th – Res2022_05_01
 - B. Woodland Valley Estates preliminary plat and development agreement
- VIII. 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

IX. Adjourn

Rochester Township

Board Meeting Minutes

May 12, 2022

Meeting was called to order at 7:00 pm by Chairman Jeff Orth.

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

Guests – Pat McGowan, Dean Thompson, Bill Tointon, Brandon Theobald, Roger Ihrke and eight members of the public.

Minutes – Jamie Neisen moved to approve the minutes for the April 14, 2022 meeting. Matt Kitzmann seconded. All voted in favor and the motion passed.

Deputy's Report – Deputy Dean Thompson reviewed the call report of 47 calls for service.

Old Business:

Rookery Lawsuit

- No further information at this time.

2630 Wildrose Ln SW

- Matt Kitzmann provided an update. We have been contacted by a party who may wish to purchase the property and has posed a couple of options. He has requested whether the Board would be open to considering his proposal. A member of the public suggested that it might be appropriate to get input from some of the neighbors whether to consider these options. The proponent has proposed eliminating fees as a way to make the project more amenable. Jamie Neisen asked whether fees are in the Board's purview versus TCPA. Roger Ihrke responded that the TCPA board would need to take up the question. Jamie Neisen proposed that the Board is at least interested and that we should invite the proponent to the next meeting to present his ideas. The proponent has asked whether the township might contribute to the cost of the project but the Board was reluctant to consider that option. Jeff Orth reiterated that any communications should be forwarded to the clerk so that a complete record is maintained.

Pool covers

- Roger Ihrke said that the Boards proposed language will be presented to the Planning and Zoning Commission at their meeting on June 14th in the context of a public hearing. The results of that meeting will then be presented to the Board.

New Business:

Zoning Appeal – 2491 Hawk Hill Ln. SW –

- Megan Renslow presented on behalf of her client, Tamanna Krebsbach, and wished to respond to the staff report recommending denial of the conditional use permit application for establishing a business in her home. The business is intended to encompass a spa, pod casting studio and consulting.
- Ms. Renslow stated that the applicant is willing to amend the application to say that there will be no employees and that there would be no sale of supplies that would in turn require delivery vehicles in the neighborhood. She also stated that the ordinance language is not clear in defining a 'beauty shop' and that current language appears to support the kinds of personal services being proposed. Staff had stated as part of the denial that the chemicals typically used in a beauty shop could impact the septic system. Ms. Renslow stated that those kinds of chemicals will not be used.
- Nathan Clarke pointed out that the application is now being amended and questioned the credibility of the applicant based on other interactions with the township. Ms. Renslow responded that those interactions are separate and that this application must be viewed in terms of the ordinance.
- Roger Ihrke spoke and said that it is not appropriate to make changes to the application on the spur of the moment without language and time to review. Roger said that the ordinance does not clearly define all uses. Jamie Neisen asked if there are any similar businesses in the township and Roger replied no.
- Ms. Krebsbach clarified that only a few boxes would be delivered to the residence.
- Jeff opened the public hearing.
- Ramona Sear spoke and stated she has concerns about safety given that children are playing and people walking in this area. She said she feels the intended use would be in conflict with the area. She does not think the applicant has been clear about defining the exact services to be provided at the spa / beauty shop. She further stated that a criteria in approving a conditional use permit is that it will not detract from the demeanor of the area.
- Mark Pillars spoke and stated he has concerns about traffic. He would like to see the application denied.
- Sharon Joyce spoke and stated she has concerns about traffic. She would like to see the application denied
- Vicky Chen spoke and stated that the definition of a spa or beauty shop is not sufficiently clear in what it would or would not allow such as what products

would be used. Ms. Krebsbach responded that products used are considered all natural.

- Roger Ihrke presented some written comments that were requested to be read into the record. The Siontis family, residing at 2498 Hawk Hill Lane, supports denial of the application. They are concerned about the impact on the well as well as potential depreciation on value of other homes. Thomas and Diane Witzig, residing at 3500 Wright Road, noted that the area is zoned predominantly as neighborhood residential and is not intended to support business activities. They support denial of the request.
- Ms. Renslow stated that the ordinance could be amended but as currently written home based businesses are not outright prohibited. In terms of parking, she pointed out that we could have the same issues with traffic and parking during a residential holiday gathering. The ordinance as written does not address those kinds of activities.
- Sharon Joyce asked why this application is even being made. There are many other areas more appropriate for the proposed use. Jeff Orth noted that conditional use permits are entertained often but not normally appealed.
- Ramona Sear spoke and stated her concern about the level of business activity and traffic.
- Roger commented about typical home based businesses such as a financial advisor. Compatible home based businesses do not require updates or remodeling. Most of these businesses do not require a conditional use permit.
- Ramona Sear spoke and questioned the impact on the septic system depending on the chemicals used. She stated that septic systems are sized based on the typical number of household residents and is concerned if there are many additional people such as customers using the system.
- Ms. Renslow spoke and stated that they would be happy to see the item tabled since many of the questions are too speculative.
- The public hearing was closed.
- Nathan Clarke stated that it is hard to think of this in isolation given other interactions with the applicant. Jamie Neisen reiterated the decision before the board and whether it meets the definition / criteria within the ordinance. He sees this as a request for a beauty shop in a residential area which he does not think is appropriate. Matt Kitzmann and Brian Zmolek spoke and agreed that the proposed use is not compatible with the neighborhood.
- Matt Kitzmann moved to sustain the staff denial of the zoning appeal based on staff findings. Jamie Neisen seconded. All voted in favor and the motion passed.

Resolution Approving Plans & Specifications and Ordering Advertisement for Bids – Lilly Farms 4th – Res2022_05_01 –

- Roger Ihrke spoke. This item will be going before the Olmsted County Environmental Commission on May 19th. Roger asked that the Board table this item until after the commission has provided their input.
- Jamie Neisen moved to table the item. Matt Kitzmann seconded. All voted in favor and the motion passed.

Woodland Valley Estates Preliminary Plat –

- Roger Ihrke spoke. This item will be going to the Olmsted County Planning Advisory Commission and suggested that it be tabled. Roger wished to offer some comments though. He stated that the township Planning and Zoning Commission approved the preliminary plat 5-0.
- The next step is to work out details associated with the development agreement. Some questions have come up such as how the trail system may be continued.
- Jamie Neisen stated that there are benefits to extending the trail system given the proximity to a wildlife corridor. Bill Tointon spoke and said there would need to be a review in light of things like wetlands. Jamie asked who would determine the trail location. Roger Ihrke said that Bill Tointon would propose a trail location which would then be reviewed by Brandon Theobald. Brandon noted that he was on the telephone and available for questions.
- Jeff Orth commented that there may be some appeal to setting funds aside for construction of corridors such as this as a sort of railway escrow fund.
- Jamie Neisen moved to add to the Development Agreement a proposed amount for future trail to be escrowed. Brain Zmolek seconded. All voted in favor and the motion passed. Roger noted that the preliminary plat will be presented for approval at the next meeting.

Planning and Zoning Discussion –

- Roger Ihrke stated that given that the Pavilion Estates and pool cover topics will be heard at the next Planning and Zoning meeting on June 14th, he suggested that both Peter Tiede and Brandon Theobald attend. Jamie Neisen moved to ask both to be present. Brian Zmolek seconded. All voted in favor and the motion passed.

Right of Way / Headwalls –

- Nathan Clarke wished to speak about township right of ways (ROW) and specifically headwalls. He distributed copies of the current ROW ordinance adopted in 2012. He referred to page 4 and sections 5, 7 and 9. He asked questions about the definition of a headwall.
- Roger Ihrke spoke and stated that the current ordinance language was drafted by a previous board member and not reviewed by legal counsel before it was

adopted. He said that in terms of headwalls the intent was to leave existing structures alone but prohibit construction of future headwalls. It has been difficult to monitor and some were caught in time but perhaps not all. Roger said that historical records would need to be reviewed to determine which headwalls existed at the time the ordinance was written. Board members commented that a headwall study had been completed which may have itemized existing headwalls. The clerk commented that he had recently found what may be the study referenced. He will research further.

- Brian Zmolek commented that headwalls could continue to be installed without township knowledge. Matt Kitzmann stated that his experience is that each scenario presents an opportunity to change the ordinance which may then cause other problems. Historically, headwalls have been problematic to manage and this will be an ongoing issue until the township finally resolves who pays to take out a headwall and who pays to make the necessary culvert modifications.
- Jamie Neisen referred to the resolution written by Peter Tiede recently considered but not adopted. The proposed resolution allowed for management of headwalls based on budget constraints.
- Nathan Clarke commented that he does not believe township residents want to see further development as witnessed by comments regarding the Pavilion Estates project. He questioned whether the board can ever say no and similarly, can the board require that a headwall be removed.
- Matt Kitzmann commented that it is unlikely that the township could outright prohibit further development. Jeff Orth commented that the board also has a responsibility to help all residents some of whom may wish to develop their property.
- Jamie Neisen stated that the township should have an overall plan like the City of Rochester to guide development. Matt Kitzmann suggested that MAT may have some resources related to planning. Brian Zmolek stated his support for a plan.
- Jamie Neisen suggested that Nathan bring ordinance language that he considers appropriate for some discussion. Nathan like the proposed resolution but Matt commented that he thinks it is a short term solution and the problem will still exist. Jeff wondered what the socialized cost would be to just get rid of all headwalls. He further commented that there may be resistance on the part of some homeowners to remove elaborate headwalls / landscaping.
- It was decided that the proposed ordinance should be brought back at the next meeting for potential action.

Audio / Video System –

- Matt Kitzmann provided an update and suggested that we move to a wireless

system. He also noted that the township may wish to add a video component but that such a system can cost several thousand dollars. However, the public seems to be accepting of the technology and its use could likely increase. The Board agreed that Matt should continue researching options with Sweetwater as well as other consultants.

Information Items:

- Audit Status – Randy Staver reported that the Smith Schafer audit is nearly complete and will most likely be presented to the Board at the June meeting.

Reports:

Treasurer's Report –

- Treasurer Randy Staver reported. He noted the reimbursement in the amount of \$6,564 received from MATIT related to the rookery lawsuit. He also noted that invoices have been mailed out to West Hill residents. Jamie Neisen moved approval of the treasurer's report. Matt Kitzmann seconded. All voted in favor and the motion passed.

Rochester Township Claims – Jamie Neisen moved and Brian Zmolek seconded to accept and pay Rochester Township claims #4991-5008 in the amount of \$37,727.58. All voted in favor and the motion passed.

JPB Claims – Matt Kitzmann moved and Jamie Neisen seconded to accept and pay Joint Powers Board claims #5806-5835 and the Rochester Township share in the amount of \$18,678.37, and a payroll share of \$8,258.03. All voted in favor and the motion passed.

Road Maintenance Supervisor Report –

- Pat McGowan reported. Construction season has begun. Driveways have been removed in anticipation of reclamation work. Mathy will begin reclamation work on June 1st. Bergen will be doing crack filling and sealing. Pat noted ongoing expansion work by Metronet expansion. Pat has completed several University of Minnesota in areas including asphalt management, gravel road maintenance and erosion control. In response to a previous question about equipment, Pat found out that Olmsted county charges \$118 per hour for mowers. The township tends to follow the same rates. Jamie Neisen had asked what it would cost to complete the work on 34th Ave SW and Pat responded that it would cost approximately \$50,000. Pat commented on the home that was experiencing some water runoff issues and said there will need to be final grading on adjoining property. In the meantime the temporary ditch will be dug deeper.

TCPA Report –

- Jeff Orth reported. Finances improved from a net balance of \$5,000 negative last month to a positive \$15,000.
- They interviewed a person for Roger's position who is the city administrator for Lanesboro but the person ultimately decided against pursuing the position. The board is planning to speak to a person who is the assistant planning and zoning administrator for either Albert Lea or Austin.
- June 23rd is the 25th anniversary of TCPA.

Board of Adjustment Report –

- No meeting this month.

Planning and Zoning Commission Report –

- No further information beyond what was discussed in earlier topics.

Board Chair Report –

- Jeff Orth offered some general comments and said things seem to be going well. He has received a few telephone calls but nothing that couldn't be resolved.

Upcoming Meetings –

- OCTOA – May 26, 2022 – Dover town hall – 7:30 pm
- Planning and Zoning Commission – June 14, 2022 – 7:00 pm
- Joint Powers Board – July 22, 2022 – 9:00 am – Rochester town hall

Meeting Adjourned – Jamie Neisen moved to adjourn the meeting. Nathan Clarke seconded. All voted in favor and the motion passed. Meeting was adjourned at 11:00 pm.

Respectfully Submitted,

Randy Staver, Clerk / Treasurer

Jeff Orth, Chairman

ROCHESTER TOWNSHIP, OLMSTED COUNTY

**RESOLUTION REGARDING HEADWALLS IN TOWNSHIP RIGHT-OF-WAY
RESOLUTION NO. 2022_04_03**

The Town Board of Rochester Township hereby adopts the following findings and resolutions:

FINDINGS

The Town Board of Rochester Township hereby finds:

1. Headwalls in the public right-of-way are prohibited on Township Roads in Rochester Township unless specifically permitted by the Town Board.
2. Headwalls constructed in public rights-of-way constitute a safety hazard and can interfere with road maintenance and other public purposes in the right-of-way.
3. Minnesota statutes prohibit the construction of unpermitted headwalls in public rights-of-way and provide that unpermitted placement of the same constitutes a misdemeanor offense.

NOW, THEREFORE BE IT RESOLVED, by the Town Board of Rochester Township:

1. No person may construct any headwall within the right-of-way of a Rochester Township Road without a written permit from the Rochester Town Board.
2. It is the policy of Rochester Township that any time a road is reconstructed, all unpermitted headwalls located therein shall be removed at owner expense, if in the judgment of the Town Board, upon advice of its engineers and other advisors, that the same interfere with the reconstruction of the roadway or constitute a particularized public safety risk.
3. Rochester Township may take action against any existing, unpermitted headwall within its right-of-way, as time and resources permit. The Township has limited financial resources and cannot bring enforcement actions against all violations within its jurisdiction. Therefore, the Town Board will review existing headwalls on a case-by-case basis to determine priority based on budgetary considerations, public safety, interference with public travel and maintenance etc.

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

Jeff Orth, Township Board Chair

Randy Staver, Township Clerk



Public Works
2122 Campus Drive SE—Suite 200
Rochester, MN 55904
Phone: 507-328-7070
E-mail: pwservice@co.olmsted.mn.us

Date: June 1, 2022

To: City and Township Clerks

From: Monica Hansen, Public Works Administrative Assistant 2

Subject: Maintenance Agreements

Enclosed is an agreement for Olmsted County to provide maintenance for City or Township roads. If you are interested in retaining the County for maintenance, please have the enclosed agreement signed and returned to us.

Agreements are sent to you via DocuSign for your Clerk and Chair/Mayor signatures. Upon the completion of your signatures DocuSign will automatically send the agreement to Ben Johnson for his signature. Once he has signed, you will receive a completed agreement with all signatures. There is no need to have the signatures notarized.

The effective dates of the contracts are July 1, 2022, to June 30, 2023.

If you have any questions, I may be reached at 507-328-7060.

THIS AGREEMENT, made this day _____, by and between the County of Olmsted, in the State of Minnesota, acting by and through its Board of County Commissioners, hereinafter referred to as the County, and the Township of **ROCHESTER**, in said County and State, hereinafter referred to as the Township.

WITNESSETH:

WHEREAS, pursuant to the Laws of Minnesota, the Township Board of any Township may contract with the County Board of the County in which the Township is situated for the use of County equipment and operators for snow removal from and the blading of any or all Township roads within the Township. The contract price therefore to be paid by the Township to the County, shall be not less than the actual cost to the County of the use of such equipment, operators and materials. County employees performing such work on Township roads shall be deemed County employees for all purposes while so engaged.

WHEREAS, the County may exercise an option to request the addition of a fuel surcharge on a per hour basis negotiated at the time the option is exercised. The fuel surcharge may only be imposed when and if fuel prices increase 20% or more over the retail fuel prices being charged on the date this agreement is executed and remain at escalated prices for more than a month. Also if fuel prices decrease by 20% or more a credit shall be due the Township on the same basis.

NOW THEN, IT IS AGREED:

That the County will furnish equipment and operators during the period from **July 1, 2022** to **June 30, 2023** for the maintenance blading of Township roads, and the plowing of snow from Township roads where the maintenance blading is done under this agreement, when requested by a member of the Township Board or a Township Officer, provided, however, that said equipment and operators are available therefore, and are not needed by the County to address a more urgent maintenance need on the County Highway system.

The Township of **ROCHESTER** agrees to reimburse the County of Olmsted Infrastructure Fund for the cost of furnishing equipment and operators hereunder in accordance with the schedule hereinafter set forth as follows, to-wit:

<u>SCHEDULE OF EQUIPMENT</u>	<u>RATE PER HOUR (Including Operator)</u>
MOTOR GRADER, BLADING (SUMMER)	160.00
MOTOR GRADER, PLOWING SNOW (WINTER)	175.00
TRUCK, SINGLE AXLE	68.00
TRUCK, TANDEM AXLE	156.00
TRACTORS, MOWER	118.00
LOADERS	175.00
UTILITY EQUIPMENT	97.00
EXCAVATOR	130.00
SWEEPER	253.00
DOZER	163.00
SIGN TRUCK	113.00
CRACKFILL/SEALCOATING EQUIPMENT	136.00
JETTER-VAC (REQUIRES 2 OPERATORS)	372.00

IT IS AGREED that payments to be made at the rates set forth in the foregoing schedule shall be at the rates therein set forth for the equipment and operators for the number of hours that said equipment and operators are engaged in performing the work provided for hereunder, which time shall include the time of both equipment and operators in going from the place where stationed to the site of the work and their return to their station.

IT IS FURTHER AGREED that the County shall keep a record of the time of equipment and operators furnished hereunder and shall prepare and make an itemized statement thereof showing the amount due hereunder, and submit the same to the Township on or about the fifth day of the month following the month in which the work was done. The Township agrees to pay to the Olmsted County Public Works Infrastructure Fund, all monies due hereunder and as shown by said invoice or statement within sixty (60) days of the receipt of the invoice.

It is further agreed to by and between the parties that in the event any person, partnership, firm, corporation or anybody brings legal action for the recovery of damages as a result of the use of said County equipment and operators, the Township named in this agreement shall hold the County of Olmsted harmless from all claims whatsoever.

TOWNSHIP OF ROCHESTER

COUNTY OF OLMSTED, STATE OF MINNESOTA

BY _____
Township Chairperson

BY _____
Olmsted County Public Works Director

ATTEST: _____
Township Clerk

DATE _____ DATE _____

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: 4/18/2022

To: Rochester Township Planning Commission
Rochester Township Board
WSE Massey

RE: Woodland Valley Estates 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, May 10, 2022, after 7:00 PM regarding:

Request:

An application for a preliminary plat consisting of 63.91 acres being subdivided into 15 single family residential lots. The property was rezoned by the Rochester Township Board on January 13, 2022 from A-3 Agricultural District to R-1 Low Density Residential District. The development is known as Woodland Valley Estates. The fifteen (15) lots as proposed will be serviced by individual wells and three (3) shared wells. The development will be accessed off of Meadow Crossing Road and will be developed as part of the township roadway system.

Partial Legal Description:

Parcel #'s: 641844057852 and 641911041886. Lying in the SE1/4 of the SE1/4 of Section 18 and the NE1/4 of the NE1/4 of Section 19, all in Rochester Township Olmsted County, Minnesota.

Owner & Applicant:

Woodland Valley Estates Inc. 1791 Dayton Ave, St. Paul, MN 55104

Engineers:

WSE Massey – 1217 Restoration Road SW, Rochester, MN 55902

Present Zoning:

R-1(Low Density Residential)

Enclosures:

1. Applicant's submittal

Reviewers: Olmsted County Planning
WHKS Engineering
Rochester/Olmsted GIS
Olmsted County Public Works
Olmsted County Soil and Water

Olmsted County Assessor
Minnesota Department of Natural Resources
Minnesota Pollution Control
GGG Engineering
Peoples Cooperative Services

Background:

The area is mapped as “Suburban Subdivision” on the Olmsted County Land Use Plan Map and is located within the “Approved Residential Area” on the Rochester Township Land Use Plan Map. Rochester Township rezoned the property from A-3 Agricultural Protection to R-1 Low Density Residential District on January 13, 2022.

The approved general development plan contained fifteen (15) single family residential lots served by individual sewage treatment systems and three shared wells.

The property consists of two contiguous property tax parcels in Section 18. In 2006 Rochester Township approved a metes and bounds subdivision which allowed for subdividing the residence on 8.63 acres from the northern portion of the property. The subdivided residence was not a part of the rezoning or general development plan.

Access is being obtained from Meadow Crossing Road SW approximately 1220 feet east of the “T” intersection at the west end of Meadow Crossing Road SW and is located approximately 40 feet from the properties east property line.

Access to the property located to the east belonging to 40th Street Development LLC (Plat indicates Mike Martinson) is located approximately 964 feet from the south property line. Access to adjoining properties to the south and west is not being provided.

No environmental corridor is being shown on the plat, nor any increased width of roadways is being provided in lieu of open space, thus the plat provides for no open space.

Provisions should be considered to make sure the Fogelson property to the west has access through to the Donovan property and then further south to Heritage Hills. Analysis should be provided that shows that access from Fogelson to Donovan can be obtained without going through this property.

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. The developer has completed a Decorah edge study which is provided in their submittal. The Decorah edge features that exist throughout the site are not ordinance protected in certain areas.

Additionally, they have provided a geo technical evaluation of the slope stability in the area they wish to cut for the roadway to meet the slope standards of the Township Subdivision Ordinance.

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 "Woodland Valley Estates", along with the roadway names of "Woodland Lane SW" and "Meadow Crossing Lane", are present. The directional is missing from "Meadow Crossing Lane" on the plat. 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

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

Legal description is provided which contains the information. Normally an illustration is provided showing the township section and range.

- 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.

The George Irons Jr. Trust property - which is located east of Woodland Valley Estates and abuts Meadow Crossing Road SW and is north of the property identified as belonging to Mike Martinson - is not identified. The Martinson property has been transferred according to Olmsted County Property Records to 40th Street Development LLC.

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

No the George Irons Jr Trust property is zoned A-3 Agricultural District and is not labeled.

- 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. No additional properties would be identified within those 300 feet so it seems sufficient.

- 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.

N/A.

- 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 are shown but the types of wetlands are not.

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.

The area south of Meadow Crossing Road SW contains flood soils. (Listed as 19 on the map). Prior to issuing a grading permit for the project the applicant will need to apply for and receive a conditional use permit to install a public street through floodplain soils. A flood analysis will need to be completed to make sure that the elevation of the roadway provides flood free access to the development.

- 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 development are public. A connection is shown as a recorded easement to the property labeled as "Martinson, Mike". Discussion has taken place between the developer's engineer, the township engineer and Staff to make sure access to the Irons property can be accomplished via a connection from the property labeled as "Mike Martinson" property.

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.

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

- 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.

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.

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.

A wildlife corridor is being proposed rather than dedicated open space and it contains most of the wetlands which are located on lots 4, 5, 6, 12 and 13. I would suggest that the wetland signs also include mention of the wildlife corridor. Deed restrictions on these lots should be included with the documents for approval by the township. These restrictions should explain the wildlife corridor and what can and cannot be done within it. Since this corridor is not open to the rest of the development other lots should not be included in these restrictions.

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

Three wells are proposed with this development. They are proposed to be located on lots 15, 7 and split between lots 11 & 12.

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

1. *Well located on Lot 15 Block 1 of Woodland Valley Estates is proposed to serve Lots 1, 2 and 15 all in Block 1 for a total of 3 lots*
 2. *Well located on Lot 7 Block 1 of Woodland Valley Estates is proposed to serve Lots 3,4,5,6,7,8 and 9 Block 1 for a total of 7 lots*
 3. *Well located between Lots 11 &12 of Woodland Valley Estates is proposed to serve Lots 10,11,12,13 and 14 Block 1 for a total of 5 lots.*
- 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.

The applicant has provided an updated preliminary plat and septic report as was required by the township septic inspector. These documents are on the TCPA website. These documents are in the process of being reviewed by the township septic inspector.

- 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. The grading plan has been approved by the township engineer.

Storm-water treatment areas allow a developer to meet the Minnesota Pollution Control Agency 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, many 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. All the sites are located on individual lots.

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 has reviewed these and approved the grading plan.

- *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.*

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

19- Chaseburg silt loam, nearly level. Building and sanitary facilities should not be constructed on this soil, because of wetness and flooding.

27A- Dickinson sandy loam, 0 to 1 percent slopes. This soil is well suited for building site development. It can support building and local roads and streets, but the sides of shallow excavations can cave in. This caving can be prevented by enlarging the trenches or building temporary retaining walls.

42E – Salida gravely sandy loam, 12 to 35 percent slopes. This soil is poorly suited for building site development because the moderately steep to very steep slopes is a server limitation. Extensive land shaping is needed on all building sites. The sides of excavations can cave in, but this caving can be prevented by enlarging the trenches or by installing temporary retaining walls. The soil is poorly suited for sanitary facilities because it is moderately steep to very steep. On sites for sanitary facilities, lateral seepage is a hazard, and the effluent can pollute the groundwater.

99C – Racine silt loam, 6 to 12 percent slopes. Suitability is only fair for building site development and sanitary facilities. Roads or streets can be damaged as a result of low strength. Providing suitable subbase material helps to prevent this damage. Lateral seepage is a hazard unless septic tank absorption fields are designed to overcome the slope of this soil.

173F – Frontenac loam, 15 to 35 percent slopes. This soil is poorly suited for building site development and sanitary facilities. Excavating is difficult because underlying material has a high content of coarse fragments. Also, soil slippage is a hazard in the steep and very steep areas. Constructing local roads on the contour helps to divert runoff. The soil is too steep for sanitary facilities.

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.

312B – Shullsburg silt loam, 2 to 6 percent slopes. This soil is poorly suited for building site development. Tile drains are needed around the basement of building to help lower the seasonal high water table. Providing better suited base material for local roads and streets and for parking lots helps to prevent the damage resulting from the low strength of the soil. As a result of the slow permeability and the wetness, this soil is poorly suited to septic tank absorption fields and other sanitary facilities.

312C – Shullsburg silt loam, 6 to 12 percent slopes. This soil is poorly suited for building site development and sanitary facilities. Tile drains are needed around basements 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 resulting from the low strength of this soil. Septic tank absorption fields can function properly only if their design overcomes the slow permeability and the high-water table.

468 – Otter silt loam, channeled. Because it is wet and is frequently flooded, this soil generally is unsuitable as a site for buildings and sanitary facilities.

472B – Channahon loam, 1 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 absorption fields is difficult because the soil is shallow over bedrock. Also, the effluent from sanitary facilities can seep through the cracks into the bedrock and pollute ground water.

472C – Channahon loam, 6 to 12 percent slopes, suitability for building site development is fair. The 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 absorption fields is difficult because the soil is shallow over bedrock. Also, the effluent from sanitary facilities can seep through the cracks into the bedrock and pollute ground water.

473D – Dorerton loam, 12 to 25 percent slopes. The soil is poorly suited for building site development and sanitary facilities because it is moderately steep. Measures that control erosion are needed during construction. The effluent from sanitary facilities can pollute underground water supplies.

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.

483A – Waukee loam, 0 to 2 percent slopes. The soil is well suited for building site development. It can support buildings, but the sides of shallow excavations are unstable. Caving of the sides can be prevented by enlarging the trenches or by installing temporary retaining walls. The soil can easily absorb septic tank effluent, but the underlying material is a poor filter. As a result, septic tank absorption lines should be installed as close to the surface as possible. The effluent from sanitary facilities can pollute ground water.

973D – Brodale-sogn complex, 12 to 25 percent slopes. These soils are poorly suited for building site development and sanitary facilities because of the slope and the limited depth to bedrock. Building local roads on the contour helps to prevent excessive erosion. 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

Variance standards

Minn. Stat. § 462.358, subd. 6:

Subdivision regulations may provide for a procedure for varying the regulations as they apply to specific properties where an unusual hardship on the land exists, but variances may be granted only upon the specific grounds set forth in the regulations.

Rochester Township Subdivision Ordinance:

Section 10.0. HARDSHIP

Where the Commission finds that extraordinary hardship may result from strict compliance with the provisions of this ordinance, it may vary the regulations to the extent that substantial justice may be done and the public interest secured, provided that such variation may be granted without detriment to the public interest and will not have the effect of nullifying the intent and purpose of this ordinance.

Section 10.2. CONDITIONS

In the granting of variances, the Commission shall weigh the benefits of hardships against the general standards and objectives of this ordinance, and may require such conditions that will, in its judgment, secure substantially the objectives of the standards or requirements so varied or modified.

Section 1.1. PURPOSE

The Subdivision Ordinance of Rochester Township sets forth the minimum requirements deemed necessary to insure and protect the health, safety and welfare of the public. More specifically, the provisions of this ordinance are designed to:

- Assure that to the maximum extent possible, all lands will be developed for the best possible use with adequate protection against deterioration and obsolescence.
- Assure that effective protection is given to the natural resources of the community, especially ground water and surface waters.
- Assure that plans for water distribution, waste water collection and disposal use appropriate technology.
- Encourage well-planned subdivisions through the establishment of quality design standards.
- Facilitate acceptable provisions for transportation and other public facilities.
- Secure the rights of the public with respect to public lands and waters.
- Improve land records by the establishment of standards for surveys and plats.
- Minimize governmental operating and maintenance costs.

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.

Meadow Crossing Lane SW's cul-de-sac dead ends at approximately 1,745 feet from its intersection with Meadow Crossing Road SW. From this intersection it is 4,340 to the intersection of Glenwood Road SW for a total of over 6,085 feet.

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 do not meet the width to depth ratio.

- 1. Lot 6 width is 100.14 feet and depth is approximately 609.03 feet for a variance of approximately 359 feet.*
- 2. Lot 12 width is 93.97 feet and depth is approximately 1,201 feet for a variance of approximately 966 feet*
- 3. Lot 13 is 297.03 feet in width and the depth is approximately 1,323 feet for a variance of approximately 581 feet.*

Conclusion

We are still waiting for final approval of the septic from the Township Septic Inspector and final approval of the grading plan from the Township Engineer.

Olmsted County Planning Commission will review the plat on May 19, 2022.

A review of the proposed application according to the Standards listed has been completed by Staff. Staff recommends approval contingent upon the variances being approved, the Septic Inspector approval, the Engineer's approval and the County Planning Commission Approval. 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 the planning commission makes a recommendation, it will be placed on the Town Board agenda for May 12, 2022.

080-213636SP01.dwg

4/20/2022 10:28:13 AM

DESCRIPTION OF RECORD

That part of the Southeast Quarter of Section 18, Township 106 North, Range 14 West, Olmsted County, Minnesota, described as follows:

Commencing at the southwest corner of the Southeast Quarter of said Section 18; thence North 00 degrees 32 minutes 29 seconds West, assumed bearing, along the west line of said Southeast Quarter, 658.50 feet; thence North 16 degrees 10 minutes 31 seconds East, 837.99 feet (previously described as 839.02 feet); thence South 88 degrees 06 minutes 13 seconds East, 650.12 feet (previously described as 659.49 feet); thence South 79 degrees 34 minutes 13 seconds East, 427.80 feet; thence South 02 degrees 03 minutes 34 seconds West, 548.09 feet; thence South 01 degree 03 minutes 34 seconds East, 0.95 feet; thence North 89 degrees 11 minutes 26 seconds East, 33.00 feet; thence South 01 degree 06 minutes 04 seconds East, 202.17 feet for the point of beginning; thence North 88 degrees 53 minutes 56 seconds East, 524.88 feet; thence North 01 degree 06 minutes 04 seconds West, 615.52 feet to the centerline of the Township road as described in Book T-4 of Miscellaneous Records on Page 778 in the Office of the Olmsted County Recorder (the next two courses are along said centerline); thence South 69 degrees 50 minutes 24 seconds East, 564.38 feet; thence easterly 290.76 feet along a tangential curve, concave northerly, central angle of 20 degrees 21 minutes 11 seconds, radius of 818.51 feet, and the chord of said curve bears South 80 degrees 01 minute 00 seconds East, 289.23 feet, and the chord of said curve bears South 80 degrees 01 minute 00 seconds East, 289.23 feet to the east line of said Southeast Quarter; thence South 00 degrees 38 minutes 21 seconds East, along said east line and not tangent to said curve, 982.37 feet to the southeast corner of said Southeast Quarter; thence South 89 degrees 43 minutes 48 seconds West, 1131.62 feet; thence North 28 degrees 25 minutes 34 seconds West, 50.70 feet; thence North 45 degrees 20 minutes 34 seconds West, 246.50 feet; thence North 01 degree 06 minutes 04 seconds West, 389.03 feet to the point of beginning.

Containing 26.94 acres, more or less.

ALSO:

That part of the Northeast Quarter of the Northeast Quarter of Section 19, Township 106, Range 14, lying easterly of a line described as commencing at a point 196.1 feet east of the northwest corner and on the north line of said Quarter-quarter and terminating at the southwest corner of said Quarter-quarter.

Containing 36.97 acres, more or less.

(Contains in all, 63.91 acres, more or less)

LEGEND	
	PROPERTY LINE
	EXISTING LOT LINES
	EXISTING R/W LINE
	EXISTING CENTER LINE
	PROPOSED LOT LINE
	PROPOSED CENTER LINE
	PROPOSED R/W LINE
	PROPOSED EASEMENT LINE
	SLOPES < 8%
	SLOPES 8% - 15%
	SLOPES 15% - 25%
	SLOPES > 25%
	SOIL TYPES (PER USDA)
	EXISTING CONTOUR
	PROPOSED SEPTIC DRAIN FIELD
	SEPTIC SOIL BORING
	PROPOSED WELL LOCATION
	PROPOSED PRIVATE WATER SERVICE
	WETLAND BOUNDARY (WSE 11/29/21)
	TREE LINE

Olmsted County Soil Survey Table (Soils within Property Units)

Soil Symbol	Soil Description
301C	Lindstrom silt loam, 6 to 15 percent slopes
27C	Dickinson sandy loam, 6 to 12 percent slopes
173F	Frontenac loam, 15 to 35 percent slopes
19	Chaseburg silt loam
283C	Plainfield sand, 6 to 12 percent slopes
27A	Dickinson sandy loam, 0 to 1 percent slopes
312B	Shullsburg silt loam, 2 to 6 percent slopes
474B	Haverhill clay, 1 to 8 percent slopes
473D	Dorset loam, 12 to 35 percent slopes
173F	Frontenac loam, 15 to 35 percent slopes
472C	Channahon loam, 6 to 12 percent slopes
251F	Marlean silty clay loam, 25 to 40 percent slopes
973D	Brodale - Sogn complex, 12 to 25 percent slopes
483A	Waukegan loam, 0 to 2 percent slopes
99C	Racine silt loam, 6 to 12 percent slopes
973D	Brodale - Sogn complex, 12 to 25 percent slopes
27C	Dickinson sandy loam, 6 to 12 percent slopes
1811B	Lamont-Racine complex, 2 to 6 percent slopes
27C	Dickinson sandy loam, 6 to 12 percent slopes
472B	Channahon loam, 1 to 6 percent slopes
251F	Marlean silty clay loam, 25 to 40 percent slopes
468	Otter silt loam, channeled
472C	Channahon loam, 6 to 12 percent slopes
472C	Channahon loam, 6 to 12 percent slopes
312C	Shullsburg silt loam, 6 to 12 percent slopes
340B	Whalan loam, 1 to 6 percent slopes
973D	Brodale - Sogn complex, 12 to 25 percent slopes
472C	Channahon loam, 6 to 12 percent slopes
973D	Brodale - Sogn complex, 12 to 25 percent slopes
488F	Brodale flaggy loam, 25 to 40 percent slopes

OWNERS & DEVELOPERS

KEITH TRUSTEE
1791 DAYTON AVE
ST PAUL, MN 55104

ENGINEERS & SURVEYORS

WSE MASSEY ENGINEERING &
SURVEYING, LTD P.O. BOX 100
KASSON, MN 55944
PH: (507)634-4505

FEMA FLOOD MAP 27109C0281D
DATED 4/19/2017
ZONE D



PH. NO. 507-634-4505
PLANS@WSE.ENGINEERING
WWW.WSE.ENGINEERING

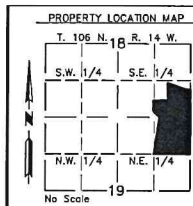
KASSON OFFICE
P.O. BOX 100
33 B E VETERANS
MEMORIAL HIGHWAY
KASSON, MN 55944

PLAINVIEW OFFICE
320 WEST BROADWAY
SUITE 3
PLAINVIEW, MN 55964

ROCHESTER OFFICE
1712 RESTORATION
DRIVE SW
ROCHESTER, MN 55902

REV: DATE DESCRIPTION

Woodland Valley Estates
PRELIMINARY PLAT
OLMSTED COUNTY, MINNESOTA



WOODLAND VALLEY
DEVELOPERS INC.
1791 DAYTON AVE
ST. PAUL, MN 55104

SCALE: 1"=100'
DATE: 4/20/2022
DRAWN BY: G.D.Z.
JOB NUMBER: 080-213636
DWG. FILE: 080-213636SP01

Sheet 2 of 3

12

June 2022
Treasurer's Report

Period: 05/01/2022 - 05/31/2022

Checking

Deposits

Accounts:

Opening Balance	#3794	\$	467,653.68
Opening Balance	#1306	\$	634,340.25
Opening Balance	#4917	\$	833.75

Interest Earned	0.26%	\$	101.86
Interest Earned	0.26%	\$	135.69
Interest Earned	0.23%	\$	0.18

Checks	\$	(38,558.14)
Deposits (incl. interest)	\$	4,746.06
Closing Balance	\$	1,069,015.60
Reserve (1/2 of Est. Bud).	\$	500,000.00
Available to Spend	\$	569,015.60

Cafeteria plan	\$	208.33
TCPA	\$	1,500.00
West Hill	\$	2,800.00
TBD	\$	-
TBD	\$	-
TBD	\$	-
TBD	\$	-
TBD	\$	-
Total	\$	4,746.06

PROJECT

- West Hill Road SW - Bill for road care annually - 2022 invoices have been mailed. **\$ 2,800.00**
- 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	05/31/2022
Statement Thru Date	05/31/2022
Check/Items Enclosed	18
Page	1

Return Service Requested

00001683 TP5492DD060122101824 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 05/01/2022	\$634,340.25
+ Deposits and Credits (2)	\$4,435.69
- Withdrawals and Debits (22)	\$38,558.07
Ending Balance as of 05/31/2022	\$600,217.87
Service Charges for Period	\$0.00
Average Collected for Period	\$624,575.00
Minimum Balance for Period	\$600,082.00

Earnings Summary

Interest for Period Ending 05/31/2022	\$135.69
Interest Paid Year to Date	\$486.05
Annual Percentage Yield Earned (APYE)	0.26%
Average Balance for APYE	\$624,575.70
Number of Days for APYE	31

Miscellaneous Credits

Date	Description	Deposits
May 17	DEPOSIT	4,300.00
May 31	INTEREST EARNED	135.69

Miscellaneous Debits

Date	Description	Withdrawals
May 11	STATE OF MINN/PAYMENTS 210020314303 ROCHESTER TOWNSH	777.00
May 13	IRS/USATAXPYMT *****3323567707 ROCHESTER TOWNSHIP	765.20
May 13	MN PERA/PERA TXP*XXXXX717600*04302022****\SOMPER000651744 USERPERA	775.78
May 13	ROCHESTER TOWNSH/RT PAYROLL ROCHESTER TOWNSHIP	3,483.94
May 16	MN DEPT OF REVEN/MN REV PAY 000000097428697 OLMSTED COUNTY	55.03



**Premier
Bank
Rochester**

421 First Avenue SW • Rochester, MN 55902

Account Number	XXXXXX3794
Statement Date	05/31/2022
Statement Thru Date	05/31/2022
Check/Items Enclosed	0
Page	1

Return Service Requested

00001682 TP5492DD060122101824 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 05/01/2022	\$467,653.68
+ Deposits and Credits (1)	\$101.86
- Withdrawals and Debits (0)	\$0.00
Ending Balance as of 05/31/2022	\$467,755.54
Service Charges for Period	\$0.00
Average Collected for Period	\$467,653.00
Minimum Balance for Period	\$467,653.00

Earnings Summary

Interest for Period Ending 05/31/2022	\$101.86
Interest Paid Year to Date	\$332.41
Annual Percentage Yield Earned (APYE)	0.26%
Average Balance for APYE	\$467,653.68
Number of Days for APYE	31

Miscellaneous Credits

Date	Description	Deposits
May 31	INTEREST EARNED	101.86

Daily Balance Summary

Date	Balance
May 31	467,755.54



Premier Bank Rochester

421 First Avenue SW • Rochester, MN 55902

Account Number	XXXXXX4917
Statement Date	05/31/2022
Statement Thru Date	05/31/2022
Check/Items Enclosed	1
Page	1

Return Service Requested

00001680 TP5492DD060122101824 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 05/01/2022	\$833.75
+ Deposits and Credits (2)	\$208.51
- Withdrawals and Debits (0)	\$0.00
Ending Balance as of 05/31/2022	\$1,042.26
Service Charges for Period	\$0.00
Average Collected for Period	\$934.00
Minimum Balance for Period	\$833.00

Earnings Summary

Interest for Period Ending 05/31/2022	\$0.18
Interest Paid Year to Date	\$0.61
Annual Percentage Yield Earned (APYE)	0.23%
Average Balance for APYE	\$934.55
Number of Days for APYE	31

Miscellaneous Credits

Date	Description	Deposits
May 17	DEPOSIT	208.33
May 31	INTEREST EARNED	0.18

Daily Balance Summary

Date	Balance	Date	Balance
May 17	1,042.08	May 31	1,042.26

For the Period : 5/1/2022 To 5/31/2022

<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	\$954,085.08	\$1,737.56	\$20,043.52	\$935,779.12	\$0.00	\$4,779.37	\$940,558.49
Road and Bridge	(\$187,118.10)	\$2,800.00	\$19,804.27	(\$204,122.37)	\$0.00	\$196.00	(\$203,926.37)
Cafeteria Fund	\$833.75	\$208.51	\$0.00	\$1,042.26	\$0.00	\$0.00	\$1,042.26
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	\$1,099,141.95	\$4,746.07	\$39,847.79	\$1,064,040.23	\$0.00	\$4,975.37	\$1,069,015.60

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 : 5/1/2022 To 5/31/2022

<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>
05/31/2022	Custom Retaining Walls	Pulverized dirt	5009	\$57.00	100-41940-210-	General Government Buildings and Plant	\$57.00
05/31/2022	MATIT	Commercial package insurance	5010	\$3,216.00	100-41970-365-	Insurance (MATIT, work comp, etc.)	\$3,216.00
05/31/2022	People's Energy Cooperative	Electric bill for 8th Street Lights - May statement - Note: also paid ahead for June	5011	\$83.00	100-43160-386-	Street Lighting	\$83.00
05/31/2022	Driessen Water Inc.	Water	5012	\$20.40	100-41940-230-	General Government Buildings and Plant	\$20.40
05/31/2022	Premier Bank Visa	May statement - copier paper and postage	5013	\$83.52	100-41110-201-201 100-41110-201-200	Council/Town Board Council/Town Board	\$23.78 \$59.74
05/31/2022	Nathan Clarke	Conference and 250 miles @ \$0.585	5014	\$283.00	100-41110-433-202	Council/Town Board	\$283.00
05/31/2022	Crystal Lammers	Town hall cleaning	5015	\$50.00	100-43202-401-	Town Hall cleaning and building repair items	\$50.00
05/31/2022	Keith Berge	Election judge	5016	\$205.00	100-41960-103-	Elections (other than clerk)	\$205.00
05/31/2022	Sheryl Peterson	Election judge	5017	\$100.00	100-41960-103-	Elections (other than clerk)	\$100.00
05/31/2022	Ron Peterson	Election judge	5018	\$100.00	100-41960-103-	Elections (other than clerk)	\$100.00
05/31/2022	Mark Bilderback	Election judge	5019	\$130.00			

Date Range : 5/1/2022 To 5/31/2022

<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>
					100-41960-103-	Elections (other than clerk)	\$130.00
05/31/2022	Cash	Petty cash reimbursement	5020	\$141.87			
					100-41110-201-201-43120-220-	Council/Town Board Road Maintenance	\$8.58 \$133.29
05/31/2022	GDO Law	Invoice 9188, 9189, 9190	5021	\$7,182.50			
					100-41110-304-	Council/Town Board	\$7,182.50
05/31/2022	Scott Johnson	Election judge	5022	\$105.00			
					100-41960-103-	Elections (other than clerk)	\$105.00
05/31/2022	Gail Prescher	Election judge	5023	\$105.00			
					100-41960-103-	Elections (other than clerk)	\$105.00
05/31/2022	Anne Black-Sinak	Election judge	5024	\$100.00			
					100-41960-103-	Elections (other than clerk)	\$100.00
05/31/2022	Nancy Bergner	Election judge	5025	\$100.00			
					100-41960-103-	Elections (other than clerk)	\$100.00
05/31/2022	Brian Good	Election judge	5026	\$100.00			
					100-41960-103-	Elections (other than clerk)	\$100.00
05/31/2022	Linda Helberg	Election judge	5027	\$100.00			
					100-41960-103-	Elections (other than clerk)	\$100.00
05/31/2022	Cara Edwards	Election judge	5028	\$100.00			
					100-41960-103-	Elections (other than clerk)	\$100.00
05/31/2022	Pamela Whitfield	Election judge	5029	\$100.00			
					100-41960-103-	Elections (other than clerk)	\$100.00
05/31/2022	Mary Beer	Election judge	5030	\$105.00			
					100-41960-103-	Elections (other than clerk)	\$105.00
05/31/2022	Joint Powers Board	May claims and payroll	5031	\$25,972.31			
					201-43127-310-	Joint Powers	\$25,972.31
05/31/2022	Rochester Township Cafeteria Acct	June 2022 paycheck cafeteria deposit	5032	\$208.33			

Date Range : 5/1/2022 To 5/31/2022

<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>
					100-41110-103-	Council/Town Board	\$208.33
05/31/2022	Charter Communications	Invoice 0794079052422	5033	\$129.99			
					100-41940-325-	General Government Buildings and Plant	\$129.99
05/31/2022	Bargen	Mastic work (\$29,200); crack repair (\$33,763)	5034	\$62,963.00			
					201-43134-230-	Black Top, Overlays, Seal Coat	\$62,963.00
05/31/2022	Milestone Materials	Invoices 3500273676, 3500272541	5035	\$486.35			
					201-43120-230-	Road Maintenance	\$486.35
05/31/2022	WHKS	Invoice 45751 and 45753	5036	\$11,263.50			
					100-41110-303-	Council/Town Board	\$11,263.50
05/31/2022	PERA	May 2022 payroll deductions	5037	\$708.10			
					100-41110-103-	Council/Town Board	\$708.10
05/31/2022	Federal Government	Monthly withholding May 2022 payroll	5038	\$716.22			
					100-41110-103-	Council/Town Board	\$716.22
05/31/2022	State of Minnesota	May payroll taxes, Q2, #2	5039	\$30.85			
					100-41110-103-	Council/Town Board	\$30.85
05/31/2022	Empower - MN Deferred Comp Plan	May 2022 Deferred Income	5040	\$777.00			
					100-41110-103-	Council/Town Board	\$777.00
Total For Selected Claims				\$115,822.94			\$115,822.94

Date Range : 5/1/2022 To 5/31/2022

<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>
	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 6/1/2022 to 6/30/2022

Employee Name	Title	Gross Wages
Clarke, Nathan	Supervisor	901.81
Kitzmann, Matthew		901.81
Neisen, Jamie	Supervisor	901.81
Orth, Jeff		1,127.27
Rudquist, Sara	Deputy Clerk/Treas	449.62
Staver, Randy R	Clerk/Treasurer	1,853.17
Staver, Sheila	Record Keeping	198.00
Zmolek, Brian E	Supervisor	901.81

Date Range : 5/1/2022 To 5/31/2022

<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>
05/31/2022	People's Energy Cooperative	Rochester Township	5836	\$247.00			
					100-41940-381-201	General Government Buildings and Plant	\$247.00
05/31/2022	People's Energy Cooperative	Cascade Township	5837	\$311.00			
					100-41940-381-200	General Government Buildings and Plant	\$311.00
05/31/2022	Rochester Public Utilities	2009272 - RT water only	5838	\$65.36			
					100-41940-382-201	General Government Buildings and Plant	\$65.36
05/31/2022	Minnesota Energy Resources	Rochester 05/26/2022	5839	\$123.07			
					100-41940-383-201	General Government Buildings and Plant	\$123.07
05/31/2022	SBG-VAA	Chris Lien - 457B	5840	\$100.00			
					201-41440-175-	Chris Lien HSA	\$100.00
05/31/2022	NCPRS Group Life Ins	Chris Lien ID 1156 - June 2021	5841	\$16.00			
					201-41970-365-300	Insurance	\$16.00
05/31/2022	Century Link	507-282-6488	5842	\$158.11			
					100-41940-386-201	General Government Buildings and Plant	\$158.11
05/31/2022	Waste Managemnt	Rochester trash	5843	\$340.00			
					100-41940-384-201	General Government Buildings and Plant	\$340.00
05/31/2022	Waste Managemnt	Cascade trash	5844	\$167.48			
					100-41940-384-200	General Government Buildings and Plant	\$167.48
05/31/2022	Prestige Plumbing	2" ball valve replacement for fire hose - Rochester	5845	\$181.00			

Date Range : 5/1/2022 To 5/31/2022

<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>
					100-41940-210-	General Government Buildings and Plant	\$181.00
05/31/2022	CHS	May Fuel	5846	\$3,464.04			
					201-43111-212-	Fuel	\$3,464.04
05/31/2022	Earl's Small Engine Repair, Inc.	asphalt blade	5847	\$252.32			
					201-43115-221-	Shop & Equipment Supplies	\$252.32
05/31/2022	Nuss Truck & Equipment	injector fix - 2014 Mack	5848	\$993.21			
					201-43116-229-100	Heavy Equipment Repairs	\$993.21
05/31/2022	Brock White Company LLC	supplies	5849	\$41.03			
					201-43115-221-	Shop & Equipment Supplies	\$41.03
05/31/2022	Farrell Equipment & Supply Co, Inc.	concrete saw blade	5850	\$119.99			
					201-43115-221-	Shop & Equipment Supplies	\$119.99
05/31/2022	ProLine Dist.	sanding disc	5851	\$54.76			
					201-43115-221-	Shop & Equipment Supplies	\$54.76
05/31/2022	Ziegler Inc	oil, filters	5852	\$235.79			
					201-43115-221-	Shop & Equipment Supplies	\$235.79
05/31/2022	Bauer Built	foam filled tires - MTD Broom 4 tires - rear 2016 Mack	5853	\$385.94			
					201-43116-222-102	Heavy Equipment Repairs	\$177.60
					201-43116-222-109	Heavy Equipment Repairs	\$208.34
05/31/2022	Ultimate Safety Concepts Inc.	first aid cabinet - Cascade, safety vests	5854	\$332.00			
					201-41940-218-	General Government Buildings and Plant	\$225.00
					201-41940-219-	General Government Buildings and Plant	\$107.00
05/31/2022	Compass Minerals America Inc.	salt	5855	\$15,841.98			
					201-43136-216-	Salt, Sand & Hauling	\$15,841.98

Date Range : 5/1/2022 To 5/31/2022

<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>
05/31/2022	TEC Industrial Inc	wheel bearing for broom wheels	5856	\$50.91			
					201-43115-221-	Shop & Equipment Supplies	\$50.91
05/31/2022	Menards - Rochester South	gloves, shovels, pipe	5857	\$115.35			
					201-43115-221-	Shop & Equipment Supplies	\$115.35
05/31/2022	Menards - Rochester North	bolts, ear muffs, roofing supplies	5858	\$94.28			
					201-43115-221-	Shop & Equipment Supplies	\$94.28
05/31/2022	Tim Haltom	non-oxy unleaded	5859	\$26.01			
					201-43115-221-	Shop & Equipment Supplies	\$26.01
05/31/2022	Chris Lien	mileage and reimbursement	5860	\$104.49			
					201-43115-221-	Shop & Equipment Supplies	\$62.37
					201-43111-331-	Fuel	\$42.12
05/31/2022	Pat McGowan	reimbursements for truck decals F550	5861	\$139.71			
					201-43116-229-117	Heavy Equipment Repairs	\$139.71
05/31/2022	Charter Communications	Cascade phone and internet	5862	\$132.97			
					100-41940-386-200	General Government Buildings and Plant	\$132.97
05/31/2022	Premier Bank	Chris Lien HSA	5863	\$322.73			
					201-41440-173-361	Chris Lien HSA	\$322.73
05/31/2022	United States Treasury	June 2022 payroll taxes Q2 payment 3	5864	\$4,365.68			
					201-43102-171-	Road Salary	\$3,106.91
					201-43102-122-	Road Salary	\$1,258.77
05/31/2022	PERA	June 2022 payroll contributions	5865	\$2,348.83			
					201-43102-121-	Road Salary	\$1,258.30
					201-43102-174-	Road Salary	\$1,090.53

Date Range : 5/1/2022 To 5/31/2022

<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>
05/31/2022	MN Department of Revenue	June 2022 payroll taxes Q2 payment 3	5866	\$746.33			
					201-43102-172-	Road Salary	\$746.33
Total For Selected Claims				\$31,877.37			\$31,877.37

Date