

Rochester Township Supervisors Meeting
Rochester Town Hall
Thursday, July 11, 2024
7:00 PM
AGENDA

- I. Call to order Town Board Meeting; Pledge of Allegiance
- II. Open comment period
 - A. *The Town Board appreciates hearing from citizens about items of concern and desires to set aside time during each meeting for Open Comment. To provide ample opportunity for all, speaking time is limited to three minutes and topic discussion is limited to 15 minutes. By rule, no discussion or action may be taken on any item brought before the Board during Open Comment. The Town Board may place items discussed during Open Comment onto subsequent meeting agendas.*
- III. Minutes of the June 13, 2024 Board meeting
- IV. Deputy Report – Dean Thompson
- V. Continuing Business Reports
 - A. Treasurer’s Report – Randy Staver
 - B. Rochester Township claims
 - C. Joint Powers claims
 - D. Road Maintenance Supervisor Report – Pat McGowan
- VI. Tabled Items
 - A. None
- VII. Old Business
 - A. Land Use Planning work group
 - B. Land Use Plan Amendment – RES2024_05_01 – review in November
 - C. PNP reimbursement
 - D. Floodplain, Shoreland and MOU – Continued discussion
- VIII. New Business
 - A. Report on ROCOG Willow Creek Transportation Study
 - B. Resolution approving election judges – RES2024_07_01
 - C. Traffic sign for horse riding – 50th Street SW
 - D. Report on ROCOG Willow Creek Transportation Study
 - E. Township annual picnic – Tuesday, August 20th from 4:00-7:00 pm
 - i. Budget of \$1,500 (last year spent about \$1,200)
 - ii. Menu

iii. Postcard

IX. Other Reports / Information Items

A. Information Items

i. JPB billing process

B. TCPA Report – Jeff Orth

C. Planning & Zoning Commission Report

D. Board Chair Report

X. Other Business

A. Future meetings

a. Planning & Zoning Commission – July 16, 2024 – 7:30 pm

b. Joint Powers Board – July 19, 2024 – 8:00 am – Rochester Town Hall

XI. Adjourn

Rochester Township

Board Meeting Minutes

June 13, 2024

Meeting was call to order at 7:00 pm by Vice Chair Jamie Neisen.

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

Guests – Pat McGowan, Dean Thompson, Jered Staton, Brian Mueller, Travis Gransee, Bill Tointon, Kali Lentz and four members of the public.

Open Comments

- There were no public comments.

Minutes – Jeff Orth moved to approve the minutes for the May 9, 2024 meeting. Michael Melford seconded. All voted in favor and the motion passed.

Deputy's Report –

- Deputy Dean Thompson stated that there were 70 calls for service over the last month.

Treasurer's Report –

- Treasurer Randy Staver reported. A final payment has been prepared for Cascade Creek Development related to the road project in Lilly Farm 4. Release of payment is dependent upon receiving the requested depositor control agreement. The agreement was presented to the Board. Randy is able to verify as needed that the principal funds remain on deposit. Funds were deposited on June 12th at Eagle Rock bank.
- Aspen Waste Services began service on June 1st.
- Jeff Orth moved approval of the treasurer's report. Michael Melford seconded. All voted in favor and the motion passed.

Rochester Township Claims – Jeff Orth moved approval to accept and pay Rochester Township Claims #5523-5542 in the amount of \$123,177.29 with the exception of claim #5526. Michael Melford seconded. All voted in favor and the motion passed. At a later point in the meeting, a question was resolved related to the supplemental and depositor control agreements. Based on that resolution, Matt

Kitzmann moved to approve the agreements and claim #5526. Michael Melford seconded. All voted in favor and the motion passed. Randy will proceed with getting the documents signed. Once they are fully executed, the release of previously posted funds can occur.

JPB Claims – Jeff Orth moved and Michael Melford seconded to accept and pay Joint Powers Board claims #6571-6599 and the Rochester Township share in the amount of \$29,150.71 and a payroll share of \$14,774.13. All voted in favor and the motion passed.

Road Maintenance Supervisor Report –

- The surgery for Chris Lien went well and he is anticipating his second planned surgery.
- Riley Viker has been working out well.
- Pat noted several tree damages due to recent storms.
- There have been some issues with the chipper.
- Road work continues as planned.

2630 Wild Rose Lane SW –

- We have heard that property ownership has been transferred to Ms. Krebsbach's former husband who intends to complete the project. We are still awaiting further information.
- The Board had moved at the last meeting that they wished to be engaged in review and approval of steps taken to complete the project. After further discussion and in consultation with the township attorney, it was determined that appropriate controls are already in place. Matt Kitzmann moved to rescind the motion approved at the last meeting. Jeff Orth seconded. All voted in favor and the motion passed.
- There was a hearing on June 7, 2024 related to the litigation initiated by Ms. Krebsbach on the denial of the conditional use request. It was reported that at the conclusion of the hearing the Court issued an order from the bench granting summary judgment in the Townships favor.

Land Use Planning Workgroup –

- No new information to report.

Land Use Plan Amendment – RES2024_05_01 –

- Jered Staton reviewed the original intent of the resolution which was to proactively preserve land for township development. Jamie Neisen noted that the Board had earlier decided to review the topic in June and November of each year. Jered noted that it will be very difficult for the City of Rochester to

extend utilities into the area. While immediate action is not needed, this is topic that should continue to be reviewed by the Board. The Board decided to hold off approval of the resolution.

- Matt Kitzmann asked that Jered provide a map for future reference that clearly delineates the area in question.

PNP Reimbursement –

- Nothing has been heard from the State yet indicating whether our reimbursement request will be approved.

8th Street Speed Study –

- Jamie Neisen shared additional speed data that has been collected for 8th Street.

Annual Audit Report –

- Kali Lentz from Smith Schafer reviewed the annual township audit. A detailed report was provided and the required reports have been filed with the State. The township was issued a clean audit meaning there were no deficiencies found.
- Matt Kitzmann asked if there were any suggestions or recommendations for change. Kali mentioned the staffing segregation but noted the practicality concern. She further noted that Rochester Township is comparable with other townships. Matt asked if the township should increase the reserves above 50% and Kali advised that is not necessary.

Stop Sign – Millie Meadows Road / Millie Meadows Drive –

- Several residents in the area are asking for an additional stop sign at the intersection. Pat McGowan is aware of the concern and will work with Olmsted County Public Works to install the second sign. The township will pay for the sign.

Pavilion Estates –

- The township received a formal letter of complaint regarding signage and items on display on adjoining neighbor's property. In essence, the complaint states that the displayed items are causing lost sales of development lots.
- The Board, in consultation with Peter Tiede, determined that there is not an explicit violation of any township ordinance. The adjoining properties are zoned A3. As such, it is considered a private party issue or civil matter.
- Jeff Orth and other members expressed that the issue is certainly not desirable and Jamie reiterated that there is little that the township can do.
- Jamie also noted the nuisance ordinance but again said it doesn't relate to what is being seen in this instance.

- Jeff noted that there are offenses in other parts of the township where the township is equally limited in a response.
- Bill Tointon spoke and indicated there will likely be further legal action. A sales representative also noted that sales have been difficult, and in some cases lost, because of what has been posted.
- Viki Morris spoke about previous issues related to the rookery and that perhaps people felt they were not being listened to. Perhaps they are sending a more general message which may be the reasoning for placement of signs.
- A member of the public spoke about the effect of the development on the rookery and the birds, which have actually relocated. She is more angered by the posting of offensive signs and images under the guise of freedom of speech.
- Michael Melford stated that unfortunately the township is not in a position to do anything based on current ordinance language.
- Walé Elegbede with the local chapter of NAACP noted the racial implications of the imagery and his organizations concerns.
- Jamie Neisen and Matt Kitzmann volunteered to have a conversation with the adjoining property owners.

Flood Plain, Shoreland and Memorandum of Understanding –

- Jered Staton presented information on the updated county plans and provided a detailed review of a memorandum of understanding. Jered noted that it is a confusing process. He stated that although the current process is not ‘broken’, he has several questions and areas of follow up. Other townships that have heard the presentation were somewhat surprised to learn of the proposed changes.
- Jered is in process of gathering input to take back to the County.
- Jamie suggested that the board members review the county ordinance language contained in chapter 3750. He said the Board can continue the discussion at the meeting next month.

Solar Ordinance & Solar Farm Ordinances & Pool Ordinance Amendment – RES2024_06_01 –

- Jered Staton presented proposed ordinances related to solar farms and modifications to the pool ordinance. The Planning & Zoning Commission reviewed the language at their last meeting and approved the changes.
- Jeff Orth moved to approve the resolution and associated ordinance changes. Matt Kitzmann seconded. All voted in favor and the motion passed.

City of Rochester Growth Management –

- Jered Staton presented information on anticipated plans for growth in the City of Rochester. The city is trying to determine where funds will be dedicated. Much of the information is rooted in sewer management and similar resources

and resource constraints. Jered reviewed a presentation that has been made to the Rochester City Council.

- There are five options being consider, two of which could affect Rochester Township. Each option identifies a developer cost per acre. The options most potentially affecting Rochester Township include the Simpson Road Option with an estimated developer cost of \$19,190 per acre and the South Zumbro Option with an estimated developer cost of \$42,294 per acre.

180 Degrees Von Wald Youth Shelter –

- Travis Gransee and Brian Mueller presented information on proposed financing for the youth shelter facility. They would like to expand the facility from 12 to 15 beds. The facility is licensed through the State Department of Human Services.
- Matt Kitzmann noted past resident concerns toward facilities such as Von Wald as development encroaches on the facility.
- The facility is in process of obtaining some conduit bond financing through the City of Eyota to fund the project. The County is assisting with some of the financial analysis.

Noxious Weed Spraying –

- Pat McGowan presented information on weed spraying. Weather and spraying practices largely dictate when spraying occurs.
- Pat noted that marker flags cause problems with mowing equipment. Pat thinks that removal of the flags should be part of the permitting.

Annual Township Picnic –

- The Rochester Township annual picnic will be held on Tuesday, August 20th. The Cascade township picnic will be held on Tuesday, August 27th.

Reports:

TCPA Report –

- Jamie Neisen reported. Certain billing practices have been adjusted. Dave will be retiring and leave at the end of 2024.
- TCPA bylaws changes were drafted and presented. Jeff Orth moved to approve the changes on behalf of Rochester Township. Matt Kitzmann seconded. All voted in favor and the motion passed. Other member townships will need to equally endorse the changes.

Board of Appeals & Adjustment Report (Township Board) –

- There was no additional action requested this month.

Planning and Zoning Commission Report –

- There will not be a meeting in June.

Board Chair Report –

- No report this month.

Other Business –

- None –

Meeting Adjourned – Michael Melford moved to adjourn the meeting. Jeff Orth seconded. All voted in favor and the motion passed. Meeting was adjourned at 9:50 PM.

Respectfully Submitted,



Randy Staver, Clerk / Treasurer

Jamie Neisen, Vice Chair

DRAFT

July 2024
Treasurer's Report

Period: 06/01/2024 - 06/30/2024

Accounts

Opening Balance - ONB - checking	#5320	\$ 120,000.00
Deposits		\$ 783,947.13
Interest checking (1.00%)		\$ 98.36
Checks / Withdrawals		\$ (30,159.55)
Sweep debits checking (-)		\$ (783,337.16)
Sweep credits checking (+)		\$ 29,451.22
Ending balance checking		\$ 120,000.00

<u>Deposits</u>	
Cafeteria plan	\$ 208.33
TCPA rent	\$ 500.00
Developer reimbursement	\$ 996.40
Developer reimbursement	\$ 3,843.70
1st half property taxes	\$ 778,398.70
TBD	\$ -
TBD	\$ -
TBD	\$ -
TBD	\$ -
TBD	\$ -
Total	\$ 783,947.13

Opening Balance - ONB - savings	#0201	\$ 130,000.00
Interest savings (4.35%)		\$ 460.02
Sweep debits savings (-)		\$ (813,247.40)
Sweep credits savings (+)		\$ 812,787.38
Ending balance savings		\$ 130,000.00

Opening Balance - ONB - IntraFi	#0201	\$ 1,352,301.29
Interest ICS (4.35%)		\$ 4,819.89
Sweep credits ICS (+)		\$ 5,411.94
Sweep debits ICS (-)		\$ (29,450.22)
Ending balance ICS		\$ 1,333,082.90

Total ONB ending balance \$ **1,583,082.90**

Adjustments - in transit \$ 778,956.10

Cash Control ending balance \$ **2,362,039.00**

Total ending ONB balance	\$ 1,583,082.90
- Reserve (must be 1/2 of annual budget)	\$ (734,102.00)
- Designated ARPA funds	\$ (136,361.95)
- Designated Griffin road project	\$ 0.00
Available to Spend	\$ 712,618.95

Actual: \$700,697.54

PROJECT

- Westhill Drive SW - invoice for road care annually - invoice mailed to City of Rochester Rec'd \$ 5,720.00 2/27/2024

- Griffin Construction (restricted funds):

Beginning balance	\$710,159.69	<u>Date Pd.</u>
Payment	(\$88,414.00)	9/6/2022
Payment	(\$318,968.03)	10/8/2022
Payment	(\$158,753.09)	11/5/2022
Payment	(\$43,234.50)	7/21/2023
Payment	(\$32,072.02)	4/12/2024
Payment	(\$68,718.05)	5/31/2024
Current balance	\$0.00	

- ARPA Expenditures (restricted funds):

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

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



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

PERIODIC STATEMENT

Date: Jun 30, 2024
 Period: Jun 01, 2024 to Jun 30, 2024
 (30 days)

Welcome to Eagle Rock Bank (formerly ONB Bank)!

Visit our new website at www.eaglerock.bank

Your Account(s) at a Glance

Deposit Account(s)	Account #	Interest Earned YTD	Balance as of 06/30
ONB Community Checki	CK-1000005320	596.72	120,000.00
Community Savings	SV-0700000201	2,723.34	130,000.00

ACCOUNT #: CK - 1000005320 Comm Checking - Int

ONB Community Checking

ROCHESTER TOWNSHIP

Enclosures: 13

Beginning Balance as of 06/01/24	120,000.00
Deposits & Other Credits	813,496.71
Charges & Fees	0.00
Checks & Other Debits	813,496.71
Average Balance	120,000.00
Ending Balance as of 06/30/24	120,000.00

Transaction Information

Date	Check#	Description	Debit Amount	Credit Amount
06/06	19629663	Mobile Capture Deposit		996.40
06/06	19629656	Mobile Capture Deposit		3,843.70
06/13		Min Balance - Sweep from SV		5,167.00
06/14		Min Balance - Sweep from SV		1,864.39
06/17	19658722	Mobile Capture Deposit		208.33

Account #: CK -1000005320

PERIODIC STATEMENT
ROCHESTER TOWNSHIP

Jun 30, 2024

Check Information (continued)

Date	Check#	Amount	Date	Check#	Amount
06/21	10231	62.59			

* Indicates a break in the Check number order.

Daily Balance Information

Date	Balance	Date	Balance	Date	Balance
06/06	120,000.00	06/20	120,000.00	06/27	120,000.00
06/13	120,000.00	06/21	120,000.00	06/28	120,000.00
06/14	120,000.00	06/24	120,000.00	06/30	120,000.00
06/17	120,000.00	06/25	120,000.00		

ACCOUNT #: SV - 0700000201 Community Savings

Community Savings

ROCHESTER TOWNSHIP

Enclosures: 0

Beginning Balance as of 06/01/24	130,000.00
Deposits & Other Credits	813,247.40
Charges & Fees	0.00
Checks & Other Debits	813,247.40
Average Balance	129,017.83
Ending Balance as of 06/30/24	130,000.00

Transaction Information

Date	Check#	Description	Debit Amount	Credit Amount
06/06		Sweep - Sweep from CK	4,840.10	
06/13		Minimum Balance/Sweep Adjustment Credit		5,166.00
06/14		Minimum Balance/Sweep Adjustment Credit		1,864.39

Eagle Rock Bank
975 34th Ave NW
Rochester, MN 55901

RETURN SERVICE REQUESTED

Rochester Township
4111 11th Ave SW
Rochester, MN 55902

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



Account
Rochester Township

Date
06/30/2024

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1 of 2

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

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

Summary of Accounts

Account ID	Deposit Option	Interest Rate	Opening Balance	Ending Balance
*****201	Savings	4.35%	\$1,352,301.29	\$1,333,082.90
TOTAL			\$1,352,301.29	\$1,333,082.90

For the Period : 6/1/2024 To 6/30/2024

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>	<u>Less Deposits In Transit</u>	<u>Plus Outstanding Checks</u>	<u>Total Per Bank Statement</u>
General Fund	\$1,165,628.42	\$165,083.47	\$15,883.03	\$1,314,828.86	\$0.00	\$1,508.50	\$1,316,337.36
Road and Bridge	(\$42,505.85)	\$436,181.59	\$112,461.26	\$281,214.48	\$0.00	\$97,868.76	\$379,083.24
Federal Programs - ARPA	(\$61,477.75)	\$0.00	\$0.00	(\$61,477.75)	\$0.00	\$0.00	(\$61,477.75)
Cafeteria Fund	\$1,041.65	\$208.33	\$0.00	\$1,249.98	\$0.00	\$0.00	\$1,249.98
Escrow Fund - Development	\$19,525.05	\$0.00	\$0.00	\$19,525.05	\$0.00	\$0.00	\$19,525.05
General Reserves	\$653,370.22	\$47,327.32	\$0.00	\$700,697.54	\$0.00	\$0.00	\$700,697.54
Sheriff Protection	(\$18,613.50)	\$12,899.12	\$0.00	(\$5,714.38)	\$0.00	\$0.00	(\$5,714.38)
Fire Protection	(\$175,157.56)	\$127,914.01	\$0.00	(\$47,243.55)	\$0.00	\$0.00	(\$47,243.55)
General Capital Projects	\$61,421.94	(\$288.44)	\$0.00	\$61,133.50	\$0.00	\$0.00	\$61,133.50
Clearing	(\$1,551.99)	\$0.00	\$0.00	(\$1,551.99)	\$0.00	\$0.00	(\$1,551.99)
Total	\$1,601,680.63	\$789,325.40	\$128,344.29	\$2,262,661.74	\$0.00	\$99,377.26	\$2,362,039.00

_____	_____	_____
Jamie Neisen	Town Supervisor	Date
_____	_____	_____
Jeff Orth	Town Supervisor	Date
_____	_____	_____
Matthew Kitmann	Town Supervisor	Date
_____	_____	_____
Michael Melford	Town Supervisor	Date
_____	_____	_____
Nathan Clarke	Chair, Town Supervisor	Date

Date Range : 6/1/2024 To 6/30/2024

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
06/30/2024	Charter Communications	Invoice 175428901062124	5543	\$129.99	100-41940-325-	General Government Buildings and Plant	\$129.99
06/30/2024	Olmsted County PRL	RP 64.13.44.043054 property taxes	5544	\$55.08	100-41940-230-	General Government Buildings and Plant	\$55.08
06/30/2024	City of Rochester	Fire Department first half 2024	5545	\$120,628.50	270-42220-312-	Fire Fighting	\$120,628.50
06/30/2024	Custom Communications, INC	Alarm monitoring	5546	\$114.21	100-42408-311-	Security Services	\$114.21
06/30/2024	WHKS	Invoices 51388, 51389	5547	\$2,463.50	100-41110-303- 100-41110-314-816 100-41110-314-808	Council/Town Board Council/Town Board Council/Town Board	\$2,286.50 \$118.00 \$59.00
06/30/2024	Olmsted County Public Works Dept.	Various parts - May statement	5548	\$1,864.60	201-43138-235-	Misc Road Work	\$1,864.60
06/30/2024	GDO Law	Invoices 19679, 19680	5549	\$929.25	100-41110-304- 100-41110-315-808	Council/Town Board Council/Town Board	\$396.90 \$532.35
06/30/2024	MATIT	Workers compensation insurance	5550	\$3,781.00	100-41970-361-	Insurance (MATIT, work comp, etc.)	\$3,781.00
06/30/2024	Culligan of Greater Rochester	Water	5551	\$35.80	100-41940-229-	General Government Buildings and Plant	\$35.80
06/30/2024	Olmsted County	Invoice SHER-149471 - 1st quarter	5552	\$6,080.78			

Date Range : 6/1/2024 To 6/30/2024

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
					260-42120-313-	Crime Control and Investigation	\$6,080.78
06/30/2024	People's Energy Cooperative	Electric bill for outdoor lights - June statement	5553	\$2.00			
					100-43160-386-	Street Lighting	\$2.00
06/30/2024	Federal Government	July payroll taxes - Q3, #1	5554	\$924.61			
					100-41110-103- 100-41425-103-	Council/Town Board Clerk	\$300.30 \$624.31
06/30/2024	State of Minnesota	July payroll taxes - Q3, #1	5555	\$109.49			
					100-41110-103- 100-41425-103-	Council/Town Board Clerk	\$17.65 \$91.84
06/30/2024	PERA	June 2024 payroll deductions	5556	\$949.12			
					100-41110-103- 100-41425-103-	Council/Town Board Clerk	\$517.40 \$431.72
06/30/2024	Empower - MN Deferred Comp Plan	June 2024 Deferred Income	5557	\$2,915.00			
					100-41110-103-102 100-41110-103-103 100-41110-100-104	Council/Town Board Council/Town Board Council/Town Board	\$1,115.00 \$700.00 \$1,100.00
06/30/2024	Rochester Township Cafeteria Acct	June 2024 paycheck cafeteria deposit	5558	\$208.33			
					100-41110-103-	Council/Town Board	\$208.33
06/30/2024	Rochester Service Company	Invoice 14655	5559	\$1,400.00			
					201-43126-230-	Road and Bridge Equipment	\$1,400.00
06/30/2024	Bargen	Mastic and crack fill work	5560	\$35,000.00			
					201-43134-236-	Black Top & Overlays	\$35,000.00
06/30/2024	Milestone Materials	Invoices 3500415001, 3500412005	5561	\$228.87			
					201-43120-231-	Road Maintenance	\$228.87

Date Range : 6/1/2024 To 6/30/2024

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
06/30/2024	Smith Schafer & Associates LTD	2023 Audit - progress billing - invoice 31882	5562	\$850.00	100-41530-301-400	Accounting	\$850.00
06/30/2024	Joint Powers Board	June claims and payroll	5563	\$30,571.17	201-43127-310-	Joint Powers	\$30,571.17
Total For Selected Claims				\$209,241.30			\$209,241.30

Jamie Neisen	Town Supervisor	Date
Jeff Orth	Town Supervisor	Date
Matthew Kitzmann	Town Supervisor	Date
Michael Melford	Town Supervisor	Date
Nathan Clarke	Chair, Town Supervisor	Date

Rochester Township

Gross Pay Report

For the Period 7/1/2024 to 7/31/2024

<u>Employee Name</u>	<u>Title</u>	<u>Gross Wages</u>
Clarke, Nathan	Supervisor	1,521.81
Kitzmann, Matthew	Supervisor	1,217.45
Melford, Michael	Supervisor	1,217.45
Neisen, Jamie	Supervisor	1,217.45
Orth, Jeff	Supervisor	1,217.45
Staver, Randy R	Clerk/Treasurer	3,083.67

Date Range : 6/1/2024 To 6/30/2024

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
06/30/2024	Premier Bank	Chris Lien HSA	6603	\$400.00	320-41440-173-361	Chris Lien HSA	\$400.00
06/30/2024	United States Treasury	July 2024 payroll taxes Q3 payment 1	6604	\$6,602.56	201-43102-171- 201-43102-122-	Road Salary Road Salary	\$4,514.64 \$2,087.92
06/30/2024	MN Department of Revenue	July 2024 payroll taxes Q3 payment 1	6605	\$1,332.11	201-43102-172-	Road Salary	\$1,332.11
06/30/2024	PERA	July 2024 payroll contributions	6606	\$3,353.78	201-43102-121- 201-43102-174-	Road Salary Road Salary	\$1,796.67 \$1,557.11
06/30/2024	Empower	Deferred income - Chris L. and Pat M.	6607	\$650.00	320-41440-175- 340-41450-175-	Chris Lien HSA Pat McGowan HSA	\$250.00 \$400.00
06/30/2024	Waste Management	Cascade trash	6608	\$212.97	201-41940-384-200	General Government Buildings and Plant	\$212.97
06/30/2024	Waste Management	Rochester trash	6609	\$591.91	201-41940-384-201	General Government Buildings and Plant	\$591.91
06/30/2024	NCPRS Group Life Ins	Chris Lien ID 1156 - July 2024	6610	\$16.00	201-41970-365-300	Insurance	\$16.00
06/30/2024	Clear Rate Communications	Rochester phone service	6611	\$91.26	201-41940-386-201	General Government Buildings and Plant	\$91.26
06/30/2024	Rochester Public Utilities	2009272 - RT water only	6612	\$30.68	201-41940-382-201	General Government Buildings and Plant	\$30.68

Date Range : 6/1/2024 To 6/30/2024

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
06/30/2024	People's Energy Cooperative	Cascade Township	6613	\$251.00	201-41940-381-200	General Government Buildings and Plant	\$251.00
06/30/2024	People's Energy Cooperative	Rochester Township	6614	\$208.00	201-41940-381-201	General Government Buildings and Plant	\$208.00
06/30/2024	Sara Rudquist	reimbursement - postage	6615	\$67.75	100-41940-210-	General Government Buildings and Plant	\$67.75
06/30/2024	MN Assoc of Townships Ins Trust	Consolidated 07/01/2024 - 06/30/2025	6616	\$8,520.00	201-41970-361-	Insurance	\$8,520.00
06/30/2024	Earl's Small Engine Repair, Inc.	chains and oil	6617	\$295.41	201-43115-221-	Shop & Equipment Supplies	\$295.41
06/30/2024	Original Mechanics	installation of electric harness	6618	\$112.45	201-43116-229-112	Heavy Equipment Repairs	\$112.45
06/30/2024	Midwest Machinery Co.	bearing and pulley replacement	6619	\$1,417.24	401-43116-229-118	Heavy Equipment Repairs	\$1,417.24
06/30/2024	Ronco Engineering Sales, Inc.	hose coupler	6620	\$13.02	201-43115-221-	Shop & Equipment Supplies	\$13.02
06/30/2024	Linde Gas & Equipment Inc	annual tank lease	6621	\$164.28	201-43115-221-	Shop & Equipment Supplies	\$164.28
06/30/2024	Zep Sales and Service	truck wash	6622	\$334.43	201-43115-221-	Shop & Equipment Supplies	\$334.43

Date Range : 6/1/2024 To 6/30/2024

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
06/30/2024	RDO Equipment Co	diagnostics and troubleshoot wood chipper	6623	\$1,155.00	201-43115-221-	Shop & Equipment Supplies	\$1,155.00
06/30/2024	Diamond Mowers, LLC	belt idler sleeves	6624	\$454.36	201-43116-229-118	Heavy Equipment Repairs	\$454.36
06/30/2024	White Cap, L.P.	8' level, concrete blade, white paint	6625	\$621.79	201-41940-219-	General Government Buildings and Plant	\$621.79
06/30/2024	Cat Personal Safety Training	MSHA & CPR training	6626	\$480.00	201-41940-308-	General Government Buildings and Plant	\$480.00
06/30/2024	Nuss Truck & Equipment	Service life adjustment and replaced fluids 2016 Mack	6627	\$4,293.99	201-43116-229-102	Heavy Equipment Repairs	\$4,293.99
06/30/2024	Charter Communications	Cascade phone and internet	6628	\$134.98	201-41940-386-200	General Government Buildings and Plant	\$134.98
06/30/2024	Premier Bank Fees	July ACH processing fee	6629	\$15.00	100-41940-210-	General Government Buildings and Plant	\$15.00
Total For Selected Claims				\$31,819.97			\$31,819.97

Date

Joint Powers Board Report		July meeting	Claims: June	
Rochester and Cascade Townships				
	Total	Rochester Township	Cascade Township	
Payroll:				
Pay: Payroll Claims	\$ 19,239.16			
Deductions/ FICA /Medicare	\$ 10,680.52			
Unemployment Ins (Josh Lien)				
Employee Ded HSA	\$ 1,050.00			
Total	\$ 30,969.68	\$ 15,484.84	\$ 15,484.84	

Non- Payroll Disbursements:				
Claims (52.35%/47.65%)	\$ 19,465.52	\$ 10,190.49	\$ 9,275.03	
Salt / Sand (47% / 53%)	\$ -	\$ -	\$ -	
Total Disbursements	\$ 50,435.20	\$ 25,675.33	\$ 24,759.87	

Claims List	\$ 31,196.04			
Net Pay Dist.	\$ 19,239.16			
	\$ 50,435.20			
Equipment 1/12 of Budgeted	\$ 9,583.34	\$ 4,791.67	\$ 4,791.67	
Sick Leave Escrow	\$ 208.34	\$ 104.17	\$ 104.17	
Amount owed by township	\$ 60,226.88	\$ 30,571.17	\$ 29,655.71	
	\$ 60,226.88			
Should be 00	\$ -			

**2024 equipment budget = \$115,000

2023 Cascade	26.95	47.65%
2023 Rochester	29.61	52.35%
	5.52 miles gravel	
	24.09 miles paved	
total	56.56	
	51.04 paved	

Amount		
6629	\$ 15.00	Premier
6615	\$ 67.75	Sara R
6616	\$ 8,520.00	MN Assoc
6617	\$ 295.41	Earls
6618	\$ 112.45	Original Mech
6619	\$ 1,417.24	Midwest Mach
6620	\$ 13.02	Ronco
6621	\$ 164.28	Linde
6622	\$ 334.43	Zep
6623	\$ 1,155.00	RDO
6624	\$ 454.36	Diamond
6625	\$ 621.79	White Cap
6626	\$ 480.00	Cat Safety Training
6627	\$ 4,293.99	Nuss Lucas L Chris L Pat M
6628	\$ 134.98	C-Charter
6611	\$ 91.26	Clear Rate Communic
6614	\$ 208.00	R-Peoples
6613	\$ 251.00	C-Peoples
6612	\$ 30.68	RPU
6609	\$ 591.91	R-Waste Mgt
6608	\$ 212.97	C-Waste Mgt C-Mn Energy R-MN Energy
Total	\$ 19,465.52	
	\	Compass Skyline
Total	\$ -	Salt/Sand
6605	\$ 1,219.97	STATE
6606	\$ 3,353.78	PERA + Admin Fee
6610	\$ 16.00	NCPERS
6604	\$ 6,090.77	FED
Total Payrol	\$ 10,680.52	
Cafeteria Payments		
6607	\$ 650.00	Deferred Income
6603	\$ 400.00	CL HS A
	\$ 1,050.00	
Total	\$ 31,196.04	
Payroll	\$ 19,239.16	
	\$ 50,435.20	

ROCHESTER TOWNSHIP, OLMSTED COUNTY

**RESOLUTION APPOINTING ELECTION JUDGES FOR 2024 PRIMARY AND
GENERAL ELECTIONS
Resolution #RES2024_07_01**

WHEREAS, a State Primary Election will be held on Tuesday, August 13, 2024, and polls must be open from 7:00 a.m. to 8:00 p.m.; and

WHEREAS, a General Election will be held on Tuesday, November 5, 2024, and polls must be open from 7:00 a.m. to 8:00 p.m.; and

WHEREAS, Minnesota Statute 204B.21, subd. 2 requires Election Judges for precincts in a municipality be appointed by the governing body of the municipality at least 25 days before the election; and

WHEREAS, the following individuals have applied to serve as Election Judges for the Primary and General Elections and have agreed to perform all statutory duties related to the election process.

NOW THEREFORE, BE IT RESOLVED, by the Town Board of Rochester Township, Olmsted County, State of Minnesota, that the following appointments are hereby approved upon completion of Election Judge Training for the 2024 elections:

Head Judge	Election Judges	
Randy Staver	Anne Black-Sinak Sheryl Peterson Ron Peterson Mary Jones Scott Johnson Gail Prescher Paul Schaefer	Kendra Ryan Nancy Bergner Cara Edwards Pamela Whitfield Linda Helberg Keith Berge

BE IT FURTHER RESOLVED, by the Town Board of Rochester Township that the Town Clerk is, with this, authorized to make any substitutions or additions as deemed necessary.

Adopted by the Rochester Township Board this _____ day of July, 2024.

Nathan Clarke, Township Board Chair

Randy Staver, Township Clerk

Annual Township Picnic – 2023 Summary

The event was held on Tuesday, August 15, 2023 from 4:00 to 7:00 pm. The weather was very nice and about 100 people attended.

The budget for the event was \$621.

Brats and hot dogs were served along with beans, potato salad, chips, soda and water. The township had also purchased a gas grill to have on hand for cooking. About 80% preferred brats and 20% hot dogs.

We did a small car show with six vehicles provided.

Notes:

- Next year we should plan for 120 attendees.
- The date for next year's event was set for Tuesday, August 20, 2024 from 4:00 to 7:00 pm. To help manage cost, the plan is to NOT send out post cards next year and instead remind people via the township website and as a note in the annual newsletter.
- Used an electric roaster to keep cooked meat warm.
- We had cutlery and napkins left over from last year.
- Ran over budget – higher costs in general.

Expenses

Item	Source	Quantity	Responsible	Cost
Post cards	Allegra	774	R. Staver	\$529.84
Hot dogs	CostCo	168 – donated 100 Get 75 next year	J. Neisen	\$71.94
Hot dogs – vege.	?	8 – 4 left over	J. Neisen	
Brats	Walmart	108 – only 6 left over	J. Neisen	\$58.50
Buns	CostCo	300 (used for both) – donated 144 Get 200 max next year	J. Neisen	\$64.62
Ice – 2 bags	CostCo / Kwik Trip	24 lbs.	J. Neisen	\$21.53
Chips	?	150 – 50 left over – individual bags	J. Neisen	
Beans	Famous Dave's	3 gal.	J. Orth	\$155.70

Potato salad	Gleasons	3 gal.	J. Orth	\$115.97
Bottled water	CostCo	2 – 40 pack Used 40-50	J. Neisen	\$15.97
Cookies	Cub / CostCo	156 – 50 left over	J. Neisen	\$83.65
Pop	HyVee	12 – 12 pack Get 8-10 next year	J. Neisen	\$64.75
Ketchup	Walmart	2 – 30 oz. bottles	J. Neisen	\$9.28
Mustard	Walmart	2 – 20 oz. bottles	J. Neisen	\$2.24
Dill relish	Walmart	2 – 10 oz. bottles	J. Neisen	\$15.84
Sweet relish	Walmart	1 – 30 oz. bottles	J. Neisen	\$3.14
Sauerkraut	Walmart	2 – 30 oz. jars	J. Neisen	\$5.34
Total				\$1,218.31

Township Picnic Summary – 2023.docx

Rochester Township

Annual Family Picnic

Tuesday, August 20th from 4:00 to 7:00 PM

At Rochester Town Hall, 4111 11th Ave. SW

Food including brats, hot dogs, chips, cookies and beverages will be provided.

Please join us and meet your neighbors and local township officials!!

We encourage everyone to sign up to receive alerts when news items are posted to the township website to help keep everyone informed. If you have questions, we will have people at the picnic this year to show you how. All you need is an email address to receive alerts.

Safety Tip: Please be aware of speed limits in the township to make sure everyone stays safe!

Joint Powers Board Report		June meeting	Claims: May	
Rochester and Cascade Townships				
	Total	Rochester Township	Cacade Township	
Payroll:				
Pay: Payroll Claims	\$ 17,817.74			
Deductions/ FICA /Medicare	\$ 10,680.52			
Unemployment Ins (Josh Lien)				
Employee Ded HSA	\$ 1,050.00			
Total	\$ 29,548.26	\$ 14,774.13	\$ 14,774.13	

Non- Payroll Disbursements:				
Claims (52.35%/47.65%)	\$ 18,109.79	\$ 9,480.74	\$ 8,629.05	
Salt / Sand (47% / 53%)	\$ -	\$ -	\$ -	
Total Disbursements	\$ 47,658.05	\$ 24,254.87	\$ 23,403.18	

Claims List	\$ 29,840.31			
Net Pay Dist.	\$ 17,817.74			
	\$ 47,658.05			
Equipment 1/12 of Budgeted	\$ 9,583.34	\$ 4,791.67	\$ 4,791.67	
Sick Leave Escrow	\$ 208.34	\$ 104.17	\$ 104.17	
Amount owed by township	\$ 57,449.73	\$ 29,150.71	\$ 28,299.02	
	\$ 57,449.73			
Should be 00	\$ -			

**2024 equipment budget = \$115,000

2023 Cascade	26.95	47.65%
2023 Rochester	29.61	52.35%
	5.52 miles gravel	
	24.09 miles paved	
total	56.56	
	51.04 paved	

Amount		
6600	\$ 15.00	Premier
6586	\$ 417.75	Original Mechanics
6581	\$ 239.00	Olm Med
6587	\$ 169.40	RDO
6588	\$ 93.75	Herold Flags
6589	\$ 569.06	Earls
6590	\$ 164.28	Linde
6591	\$ 10.50	Paul's
6592	\$ 1,258.59	Rochester Ford
6593	\$ 4,712.10	CHS
6594	\$ 26.99	Menards - S
6595	\$ 641.04	Menards - N
6596	\$ 7,439.19	Nuss
6597	\$ 414.34	Diamond
6599	\$ 42.84	Lucas L
		Chris L
6598	\$ 147.42	Pat M
6576	\$ 134.98	C-Charter
6580	\$ 94.27	R-Clear Rate Communications
6582	\$ 244.00	R-Peoples
6583	\$ 166.00	C-Peoples
6584	\$ 38.75	RPU
		R-Aspen
6585	\$ 217.26	C-Waste Mgt
6578	\$ 575.72	C-Mn Energy
6577	\$ 277.56	R-MN Energy
Total	\$ 18,109.79	
		Compass
		Skyline
Total	\$ -	Salt/Sand
6573	\$ 1,219.97	STATE
6574	\$ 3,353.78	PERA + Admin Fee
6579	\$ 16.00	NCPERS
6572	\$ 6,090.77	FED
Total Payroll	\$ 10,680.52	
Cafeteria Payments		
6575	\$ 650.00	Deferred Income
6571	\$ 400.00	CL HS A
	\$ 1,050.00	
Total	\$ 29,840.31	
Payroll	\$ 17,817.74	
	\$ 47,658.05	