

Rochester Township Supervisors Meeting
Rochester Town Hall
Thursday, August 10, 2023
7:00 PM
AGENDA

- I. Call to order Town Board Meeting; Pledge of Allegiance
- II. Open comment period
- III. Minutes of the July 20, 2023 Board meeting
- IV. Deputy Report – Dean Thompson
- V. Tabled Items
 - A. Storm water ordinances
 - B. Resolution – land use plan amendment (review in November)
- VI. Old Business
 - A. 2630 Wild Rose Ln SW
 - B. Land Use Planning work group
- VII. New Business
 - A. Nuisance Ordinance – update
 - B. Mayo Woodlands 4 – trail expense
 - C. Cannabis legislation moratorium resolution – update
 - D. Subdivision Ordinance
 - E. Information items:
 - i. None
- VIII. Reports
 - A. Treasurer’s Report – Randy Staver
 - B. Rochester Township claims
 - C. Joint Powers claims
 - D. Road Maintenance Supervisor Report – Pat McGowan
 - E. TCPA Report – Jeff Orth
 - F. Planning & Zoning Commission Report
 - G. Board Chair Report
- IX. Other Business
- X. Adjourn

Rochester Township

Board Meeting Minutes

July 20, 2023

Meeting was called to order at 7:00 pm by Chairman Jamie Neisen.

Members present - Matthew Kitzmann, Jamie Neisen, Nathan Clarke, Jeff Orth and Randy Staver. **Absent:** Michael Melford

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

Minutes – Matt Kitzmann moved to approve the minutes for the June 8, 2023 meeting. Nathan Clarke seconded. All voted in favor and the motion passed.

Deputy's Report – Deputy Dean Thompson reviewed the call report of 57 calls for service.

Pavilion Estates / Rookery Lawsuit –

- The township received news in June from legal counsel that this case has now concluded with the township prevailing in its arguments.

2630 Wild Rose Lane SW –

- It was noted at the last meeting that the requested fence is still not in place. The fence is meant to prevent trespassing and possible safety issues. Jamie drafted a new letter to be mailed, with the board's support, to the property owner providing 30 days to resolve the fencing issue and ensure that the building is secure. The board endorsed sending the letter.
- Nathan Clarke noted research he had done regarding a state statute related to nuisance structures if the township should choose to explore further.
- It was noted that given the current litigation, the letter should likely be mailed to Ms. Krebsbach's attorney.

Land Use Planning Workgroup –

- Nathan Clarke had forwarded information to the board that talks about use of professional planning services to create / update a land use plan and also provided samples of other plans. The information came from Bolton and Menk with an estimated rough cost of \$40,000. He encouraged the board to review the information for further discussion.

- Matt noted that the township doesn't have a lot of land left and that the exercise might have limited value.

Land Use Plan Amendment –

- This item had been tabled at the last meeting. Questions had been raised how soon the City of Rochester might wish to annex and develop the land and how quickly the township needs to take action.
- Matt Kitzmann commented that while there isn't necessarily urgency to adopting the resolution, his concern is that as time goes by the topic will be forgotten. The board will review again in November.

Nuisance Ordinance – Public Hearing –

- TCPA staff had earlier prepared a new nuisance ordinance at the request of the Board. Matt commented that the language is well written and covers township concerns.
- Jamie opened the public hearing. One member spoke and said she is in agreement with whatever the township can do. Jamie closed the public hearing. Nathan commented that a law is needed before it can be enforced and supports adoption.
- Jeff Orth moved to approve the nuisance ordinance as presented. Nathan Clarke seconded. All voted in favor and the motion passed.

Royal Oaks Farm Final Plat –

- Jered Staton presented the staff report for the final plat. Staff is recommending approval. There will be four phases. The Planning & Zoning Commission recommended approval.
- Jeff Orth moved to approve the final plat as presented. Nathan Clarke seconded. All voted in favor and the motion passed.

Glenwood Road SW Snowplowing –

- Pat McGowan talked about this area and the final lift of asphalt. The developer is not asking the township to take ownership. Pat feels the township should take responsibility for snowplowing given the proximity to other roadways and not charge the developer.
- Jeff Orth moved not to charge for snow removal on Glenwood Road from Meadow Crossing Road to Bamber Valley Road. Matt Kitzmann seconded. All voted in favor and the motion passed.

Annual Township Picnic –

- Randy Staver distributed information related to the 2021 picnic. The desired food items for the 2023 picnic are very similar. He also presented a draft

postcard that will be mailed to township residents. Suggestions to the menu and assignments were discussed. The township will attempt to persuade residents to sign up for website alerts so that the postcard could be eliminated. The board also discussed establishing a Facebook page to relay information.

- Randy noted that the approved purchase of a gas grill for the township has been completed at a total cost of \$1,229.72.

Subdivision Ordinance –

- Jered Staton spoke and said that revisions continue to be made. He also said the density goal needs to be moved from the land use plan to the zoning ordinance. Variances may not be issued for density changes given the current language in the land use plan but a variance could be issued within the context of the zoning ordinance. Discussion revolved around minimum lot size of 2.0 to 3.5 acres per lot and the various pros and cons.

Meeting Organization –

- Jamie opened the discussion talking about ways to efficiently conduct meetings. Discussion occurred regarding regular monthly township board meetings and possible ways to make sure meetings are conducted efficiently.
- Matt said that his company uses a timekeeper to announce time spent on a topic. Jeff mentioned that anyone can call the question to terminate discussion although people should be respectful. Times could also be listed for each item. Nathan talked about how meetings are conducted in a corporate environment where open meeting rules don't apply.
- Several ideas were mentioned such as use of a consent agenda item, establishing time limits for items, and setting a hard stop time.

Tax Law Changes –

- Randy Staver presented a summary document that relates some legislative changes that occurred in the last session that potentially affect townships. More information will be forthcoming.

Cannabis Legislation & Moratorium –

- Based on legislative action during the last session, cannabis sale and use becomes legal as of August 1st of 2023. Townships have a limited ability to regulate the legislation and may not prohibit outright use. However, townships may adopt certain regulations such as not allowing consumption in a public location or in areas where children are present. At a recent MAT meeting, it was suggested that government entities consider adopting a moratorium to study and discuss regulations that may be applicable to Rochester Township.

If adopted, the moratorium may not extend beyond January 2025 although it may be rescinded earlier.

- Comments were made that it might be more efficient if Olmsted County adopted a county wide moratorium rather than townships each adopting a moratorium. Commissioner Brian Mueller was in attendance and said he will carry that message forward.
- Nathan Clarke moved to call for a public hearing on a moratorium at the August meeting. Jamie Neisen seconded. Jered Staton stated that a request could come forward for a new business request which would start the process. Having a moratorium allows the township to delay the process.
- Motion failed 1-3 with Jamie Neisen voting aye.

Audio / Sound System –

- Matt Kitzmann reported that the approved purchase of a TV monitor for the board room has been completed and installed at a total cost of \$1,540.52. Cabling has been installed that allows up to three computers to connect for presentation purposes. The monitor also allows for wireless connection.
- The configuration of the furniture in the board room is being changed slightly to allow the clerk and TCPA staff to sit at a table that better supports use of the monitor and board / public interaction.

Speed Study – 8th Street –

- Jamie discussed recently obtained speed data from the monitoring devices. There was considerable discussion regarding the data. Matt suggested doing a similar data collection on some other roads in the township to see if the information is consistent.
- It was suggested to move the data collectors to Millie Meadows Road but turn the speed displays off – just collect speed data. The collection will occur over about 30 days. However, the data collectors will remain in their current location for another 30 days but with the speed display turned off for consistent data collection.

Laptops –

- Matt Kitzmann asked what the process is when laptops need repair. His laptop has been acting up. Jeff suggested that there should be a line item in the budget for repairs or purchase of new equipment.
- Jeff Orth moved to allow Matt to purchase a new laptop with a maximum cost of \$1,000. Nathan Clarke seconded. All voted in favor and the motion passed with Matt Kitzmann abstaining.

Reports:

Treasurer's Report –

- Treasurer Randy Staver reported. Randy noted that the higher-than-normal number of payments during the month is typical during road construction season.
- Jeff Orth moved approval of the treasurer's report. Nathan Clarke seconded. All voted in favor and the motion passed.

Rochester Township Claims – Jeff Orth moved and Nathan Clarke seconded to accept and pay Rochester Township claims #5319-5343 in the amount of \$339,529.34. All voted in favor and the motion passed with Matt Kitzmann abstaining.

JPB Claims – Jeff Orth moved and Matt Kitzmann seconded to accept and pay Joint Powers Board claims #6238-6272 and the Rochester Township share in the amount of \$26,373.21, and a payroll share of \$16,135.44. All voted in favor and the motion passed.

Road Maintenance Supervisor Report –

- The road crew is busy with planned seasonal road work. Work includes road rehabilitation, chip seal and striping.
- Pat obtained some quote information for asphalt work at the town hall which came in at about \$75,000.

TCPA Report –

- Nathan Clarke reported and talked about TCPA compensation. He offered a comparison on total compensation as compared to staffing changes that have occurred.
- Jered discussed the FEMA flood plain study and potential changes that may be coming. This coincides with requests and work with Olmsted County as well as potentially impacting flood plain designation areas and insurance.

Board of Appeals & Adjustment Report (Township Board) –

- There was no action requested this month.

Planning and Zoning Commission Report –

- No more information other than what was provided earlier.

Board Chair Report –

- Nothing else to report.

Upcoming Meetings –

- Planning and Zoning Commission – August 8, 2023 – 7:00 pm.

Meeting Adjourned – Jeff Orth moved to adjourn the meeting. Nathan Clarke seconded. All voted in favor and the motion passed. Meeting was adjourned at 10:25 pm.

Respectfully Submitted,

Randy Staver, Clerk / Treasurer

Jamie Neisen, Chairman

DRAFT

ROCHESTER TOWNSHIP
OLMSTED COUNTY, MINNESOTA

ORDINANCE NO. _____

AN INTERIM ORDINANCE AUTHORIZING A STUDY AND IMPOSING
A MORATORIUM ON THE OPERATION OF CANNABIS BUSINESSES

The Board of Supervisors of the Town Rochester ordains:

ARTICLE I. Authority and Legislative Findings.

- A. The Minnesota Legislature recently enacted, and Governor signed, 2023 Minnesota Session Laws, Chapter 63 – H.F. No. 100 ("Act"), which is comprehensive legislation relating to cannabis including, but not limited to, the establishment of the Office of Cannabis Management ("OCM"), legalizing and limiting the possession and use of cannabis and certain hemp products by adults, providing for the licensing, inspection, and regulation of cannabis businesses and hemp businesses, taxing the sale of cannabis flower, cannabis products, and certain hemp products, establishing grant and loan programs, amending criminal penalties, providing for expungement of certain convictions and providing for the temporary regulation of certain edible cannabinoid products.

- B. The Act provides local units of government certain authority related to cannabis businesses, including the authority to (1) require local registration of certain cannabis businesses operating retail establishments, (2) adopt reasonable restrictions on the time, place, and manner of the operation of cannabis businesses, provided that such restrictions do not prohibit the establishment or operation of a cannabis businesses, (3) limit the number of certain cannabis businesses based on the population of the community, and (4) prohibit the operation of a cannabis business within 1,000 feet of a school, or 500 feet of a day care, residential treatment facility, or an attraction within a public park that is regularly used by minors, including a playground or athletic field.

- C. The Act requires the OCM, which was established effective July 1, 2023, to work with local governments to develop model ordinances for reasonable restrictions on the time, place, and manner of the operation of cannabis businesses. The Act also requires the OCM to establish additional rules and regulations relating to the operation of cannabis businesses. The Town will benefit from reviewing and analyzing the OCM's model ordinances, rules and regulations before making any decisions related to the regulation of cannabis businesses in the Town.
- D. The Act (Minnesota Statutes, section 342.13(e)) expressly allows a local unit of government that is conducting studies or has authorized a study to be conducted or has held or scheduled a hearing for the purpose of considering adoption or amendment of reasonable restrictions on the time, place and manner of the operation of cannabis businesses to adopt an interim ordinance applicable to all or part of its jurisdiction for the purpose of protecting the planning process and the health, safety, and welfare of its citizens. The interim ordinance may regulate, restrict, or prohibit the operation of cannabis businesses within the jurisdiction or a portion thereof until January 1, 2025.
- E. Given the uncertainty regarding the model ordinances to be developed by the OCM and the broad scope of the changes to Minnesota law brought about by the Act, the Town Board desires to adopt an interim ordinance for the purpose of protecting the planning process and the health, safety, and welfare of its citizens.
- F. The Town Board desires to conduct a study for the purpose of considering the adoption or amendment of reasonable restrictions on the time, place, and manner of the operation of cannabis businesses as well as the other regulations local units of government may adopt under the Act.
- G. On August 10, 2023, after providing at least 10 days published notice, the Town Board held a public hearing regarding the consideration and adoption of an interim ordinance prohibiting the operation of cannabis businesses within the Town until January 1, 2025.

ARTICLE II. Definitions. For purposes of this Ordinance, the following terms shall have the meaning given them in this section.

- (a) "Act" means 2023 Minnesota Session Laws, Chapter 63 (H.F. No. 100).
- (b) "Cannabis Business" has the meaning given the term in Minnesota Statutes, section 342.01, subdivision 14.
- (c) "Town" means Rochester Township.
- (d) "Town Board" means the board of supervisors of Rochester Township.
- (e) "Edible Cannabinoid Product" has the meaning given the term in Minnesota Statutes, section 151.72, subdivision 1(f).

- (f) "OCM means the Office of Cannabis Management, established as set forth in Minnesota Statutes, section 342.02, subd. 1.
- (g) "Ordinance" means this interim ordinance, which is adopted pursuant to Minnesota Statutes, section 342.13(e).

ARTICLE III. Study Authorized. The Town will conduct a study regarding the adoption or amendment of reasonable restrictions on the time, place, and manner of the operation of Cannabis Businesses, as well as the other potential local regulations allowed under the Act. The Town Board may have the Town Planning Commission, if there is one, or establishing a working group to conduct the study and report to the Town Board with its recommendations. The study must include a review of the model ordinances the OCM is directed to draft under Minnesota Statutes, section 342.13(d), an analysis of potential setback regulations allowed under Minnesota Statutes, section

342.13(c), and such other matters those conducting the study may determine are relevant to the Town Board's consideration of this matter. If a group other than the Town Board conducts the study, the report presented to the Town Board shall include recommendations on whether the Town Board should adopt regulations and, if so, the recommended types of regulations.

ARTICLE IV. Moratorium. A moratorium is hereby imposed regarding the operation of a Cannabis Business within the Town. During the term of this Ordinance, no business, person, or entity may establish or operate a Cannabis Business within the jurisdictional boundaries of the Town. To the extent applicable, the Town shall not accept, process, or act on any application, site plan, building permit, zoning request, or other approval, including any requested confirmation, certification, approval, or other request from the OCM or other governmental entity requesting Town review of any application or proposal for a business proposing to engage in the operation of a Cannabis Business.

ARTICLE V. Violation. During the term of the moratorium, it is a violation of this Ordinance for any business, person, or entity to establish or operate a Cannabis Business within the Town.

ARTICLE VI. Exceptions. The moratorium imposed by this Ordinance does not apply to: (1) the continued operation of a business as part of the Medical Cannabis Program administered by the Minnesota Department of Health that was lawfully operating within the Town prior to July 1, 2023; (2) the lawful sale of Edible Cannabinoid Products in compliance with Minnesota Statutes, section 151.72; or (3) sales of Edible Cannabinoid Products at an exclusive liquor store in accordance with Minnesota Statutes, section 340A.412, subdivision 14. Nothing in this Article exempts a business, person, or entity that is selling Edible Cannabinoid Products from having to comply with all requirements and prohibitions of applicable laws and ordinances.

ARTICLE VII. Enforcement. Violation of this Ordinance is a misdemeanor. The Town may also enforce this Ordinance by mandamus, injunction, or other appropriate civil remedy in any court of competent jurisdiction. A violation of this Ordinance may result in the Town reporting the

violation to the OCM if relevant to OCM licensing. The Town Board hereby authorizes the Town Chairperson, in consultation with the Town Attorney, to initiate any legal action deemed necessary to secure compliance with this Ordinance.

ARTICLE VIII. Duration. This Ordinance shall become effective on the first day of publication after adoption and shall remain in effect until January 1, 2025. This Ordinance may be repealed earlier upon the effective date of an ordinance adopting or amending reasonable restrictions on the time, place and manner of the operation of a Cannabis Business within the Town or by resolution of the Town Board terminating this Ordinance prior to the expiration date.

ARTICLE IX. Severability. Every section, provision, and part of this Ordinance is declared severable from every other section, provision, and part thereof. If any section, provision, or part of this Ordinance is held to be invalid by a court of competent jurisdiction, such judgment shall not invalidate any other section, provision, or part of this Ordinance.

Adopted this _____ day of August 2023.

BY THE TOWN BOARD

Jamie Neisen

Chairperson

ATTEST: _____

Randy Staver

Town Clerk

August 2023
Treasurer's Report

Period: 07/01/2023 - 07/31/2023

Checking

Deposits

Accounts:

Opening Balance - ONB	#5320	\$ 120,000.00
Opening Balance - ONB	#0201	\$ 1,980,965.25
Checks / Withdrawals		\$ (329,337.46)
Deposits (incl. interest)		\$ 8,178.66
Closing Balance		\$ 1,779,806.45
- Reserve (1/2 of Est. Bud).	#0201	\$ (500,000.00)
- Designated ARPA funds	#0201	\$ (197,839.50)
- Designated Griffin road project	#0201	\$ (144,024.57)
Available to Spend		\$ 937,942.38

Interest Earned	1.00%	\$ 101.92
Interest Earned	4.00%	\$ 6,548.41
Cafeteria plan	\$	208.33
TCPA rent	\$	-
West Hill payments	\$	1,320.00
TBD	\$	-
TBD	\$	-
TBD	\$	-
TBD	\$	-
TBD	\$	-
TBD	\$	-
TBD	\$	-
Total	\$	8,178.66

PROJECT

- West Hill Road SW - Bill for road care annually - 2023 invoices have been mailed. Rec'd \$ 4,400.00

- Total ARPA funds received is \$207,964.10.

- The first half of 2023 tax levy receipts totaled \$736,617.16; second half \$0.

- Griffin Construction (restricted funds):

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

- 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	\$1,540.52	6/30/2023	Revenue replacement
(e) Meadow Crossing Road trail	(\$41,076.00)		Revenue replacement
Town hall grill	(\$1,263.75)	6/30/2023	Revenue replacement
Meadow Crossing Road striping	(\$12,609.00)		Revenue replacement
(e) TBD	\$0.00		
(e) TBD	\$0.00		
(e) TBD	\$0.00		
(e) TBD	\$0.00		
(e) TBD	\$0.00		
Current balance	\$98,366.79		

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



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

Return Service Requested



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

PERIODIC STATEMENT

Date: Jul 31, 2023
Period: Jul 01, 2023 to Jul 31, 2023
(31 days)

Building or Remodeling? ONB offers vast expertise in construction financing, both commercial and residential. Contact us today! Equal Housing Lender.

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Your Account(s) at a Glance

Deposit Account(s)	Account #	Interest Earned YTD	Balance as of 07/31
ONB Comm Checking -	CK-1000005320	276.60	120,000.00
ONB Community Saving	SV-0700000201	21,471.78	1,659,806.45

ACCOUNT #: CK - 1000005320 ONB Comm Checking - Int

ONB Community Checking

ROCHESTER TOWNSHIP

Enclosures: 16

Beginning Balance as of 07/01/23	120,000.00
Deposits & Other Credits	330,759.38
Charges & Fees	0.00
Checks & Other Debits	330,759.38
Average Balance	120,000.00
Ending Balance as of 07/31/23	120,000.00

Account #: CK -1000005320

PERIODIC STATEMENT
ROCHESTER TOWNSHIP

Jul 31, 2023

Check Information

Date	Check#	Amount	Date	Check#	Amount
07/21	10059	208.33	07/28	10069	1,736.00
07/25	10060	69.20	07/25	10071 *	924.09
07/26	10061	105.75	07/25	10072	4,050.00
07/25	10063 *	3,718.00	07/31	10074 *	129.99
07/26	10064	27.37	07/26	10075	43,234.50
07/28	10065	115,989.00	07/26	10076	405.00
07/26	10067 *	90,659.32	07/31	10077	1,141.50
07/25	10068	31,000.00	07/31	10078	26,373.21

* Indicates a break in the Check number order.

Daily Balance Information

Date	Balance	Date	Balance	Date	Balance
07/14	120,000.00	07/25	120,000.00	07/31	120,000.00
07/21	120,000.00	07/26	120,000.00		
07/24	120,000.00	07/28	120,000.00		

ACCOUNT #: SV - 0700000201 ONB Community Savings

Community Savings

ROCHESTER TOWNSHIP

Enclosures: 0

Beginning Balance	
as of 07/01/23	1,980,965.25
Deposits & Other Credits	7,970.33
Charges & Fees	0.00
Checks & Other Debits	329,129.13
Average Balance	1,927,554.54
Ending Balance	
as of 07/31/23	1,659,806.45

For the Period : 7/1/2023 To 7/31/2023

<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	\$1,151,336.81	\$101.92	\$31,913.30	\$1,119,525.43	\$0.00	\$13,305.37	\$1,132,830.80
Road and Bridge	\$366,294.75	\$1,320.00	\$194,772.62	\$172,842.13	\$0.00	\$1,440.00	\$174,282.13
Federal Programs - ARPA	(\$46,064.48)	\$0.00	\$1,540.52	(\$47,605.00)	\$0.00	\$1,540.52	(\$46,064.48)
Cafeteria Fund	\$1,249.98	\$208.33	\$0.00	\$1,458.31	\$0.00	\$0.00	\$1,458.31
Escrow Fund - Development	\$19,525.05	\$0.00	\$0.00	\$19,525.05	\$0.00	\$0.00	\$19,525.05
General Reserves	\$600,051.34	\$6,548.41	\$0.00	\$606,599.75	\$0.00	\$0.00	\$606,599.75
Sheriff Protection	\$6,411.68	\$0.00	\$0.00	\$6,411.68	\$0.00	\$0.00	\$6,411.68
Fire Protection	(\$45,018.38)	\$0.00	\$115,989.00	(\$161,007.38)	\$0.00	\$0.00	(\$161,007.38)
General Capital Projects	\$47,322.58	\$0.00	\$0.00	\$47,322.58	\$0.00	\$0.00	\$47,322.58
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	\$2,099,557.34	\$8,178.66	\$344,215.44	\$1,763,520.56	\$0.00	\$16,285.89	\$1,779,806.45

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

Date Range : 7/1/2023 To 7/31/2023

<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>
07/31/2023	Visa	July statement - grill, gas, stamps, table,office supplies	5344	\$1,564.58			
					100-41110-204-	Council/Town Board	\$94.58
					100-41110-204-	Council/Town Board	\$74.25
					100-41110-322-	Council/Town Board	\$132.00
					204-41190-230-	Council / Town Board - COVID	\$1,099.99
					204-41190-230-	Council / Town Board - COVID	\$129.73
					204-41190-230-	Council / Town Board - COVID	\$34.03
07/31/2023	WHKS	Invoices 48670	5345	\$3,562.89			
					100-41110-314-817	Council/Town Board	\$919.58
					100-41110-314-807	Council/Town Board	\$1,167.28
					100-41110-314-816	Council/Town Board	\$456.00
					100-41110-314-804	Council/Town Board	\$182.60
					100-41110-314-805	Council/Town Board	\$410.60
					100-41110-314-808	Council/Town Board	\$426.83
07/31/2023	Allegra	Annual meeting postcards	5346	\$529.84			
					100-41110-203-	Council/Town Board	\$529.84
07/31/2023	Matthew Kitzmann	Laptop computer	5347	\$1,026.23			
					100-41110-309-	Council/Town Board	\$1,026.23
07/31/2023	Charter Communications	Invoice 0794079072423	5348	\$129.99			
					100-41940-325-	General Government Buildings and Plant	\$129.99
07/31/2023	Leitzen Sand & Gravel Inc	Invoice 7/31/2023 pulverized dirt	5349	\$56.45			
					201-43120-408-	Road Maintenance	\$56.45
07/31/2023	Sir Lines-a-lot	Meadow Crossing road striping	5350	\$12,609.00			
					204-41190-409-	Council / Town Board - COVID	\$12,609.00
07/31/2023	Pearson Bros. Inc.	Invoice 5865 - seal coat	5351	\$39,050.40			
					201-43120-236-	Road Maintenance	\$39,050.40
07/31/2023	Olmsted County Public Works Dept.	Culvert parts - May statement	5352	\$788.65			
					201-43138-235-	Misc Road Work	\$788.65

Date Range : 7/1/2023 To 7/31/2023

<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>
07/31/2023	Driessen Water Inc.	Water	5353	\$34.60	100-41940-229-	General Government Buildings and Plant	\$34.60
07/31/2023	Rochester Township Cafeteria Acct	July 2023 paycheck cafeteria deposit	5354	\$208.33	100-41110-103-	Council/Town Board	\$208.33
07/31/2023	Joint Powers Board	July claims and payroll	5355	\$26,646.28	201-43127-310-	Joint Powers	\$26,646.28
07/31/2023	Federal Government	August payroll taxes - Q3, #2	5356	\$910.25	100-41110-103- 100-41425-103-	Council/Town Board Clerk	\$286.59 \$623.66
07/31/2023	State of Minnesota	August payroll taxes - Q3, #2	5357	\$84.91	100-41110-103- 100-41425-103-	Council/Town Board Clerk	\$1.24 \$83.67
07/31/2023	PERA	July 2023 payroll deductions	5358	\$878.55	100-41110-103- 100-41425-103-	Council/Town Board Clerk	\$479.05 \$399.50
07/31/2023	Empower - MN Deferred Comp Plan	July 2023 Deferred Income	5359	\$2,975.00	100-41110-103-102 100-41110-103-103 100-41110-100-104	Council/Town Board Council/Town Board Council/Town Board	\$1,275.00 \$700.00 \$1,000.00
Total For Selected Claims				\$91,055.95			\$91,055.95

Date Range : 7/1/2023 To 7/31/2023

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

Rochester Township

Gross Pay Report

For the Period 8/1/2023 to 8/31/2023

<u>Employee Name</u>	<u>Title</u>	<u>Gross Wages</u>
Clarke, Nathan	Supervisor	1,127.27
Kitzmann, Matthew	Supervisor	1,127.27
Melford, Michael	Supervisor	1,127.27
Neisen, Jamie	Supervisor	1,409.08
Orth, Jeff	Supervisor	1,127.27
Staver, Randy R	Clerk/Treasurer	2,853.50
Staver, Sheila	Record Keeping	285.00

Joint Powers Board Report		August meeting	Claims: July 2023	
Rochester and Cascade Townships				
	Total	Rochester Township	Cascade Township	
Payroll:				
Pay: Payroll Claims	\$ 17,084.69			
Deductions & Township FICA	\$ 11,041.68			
	\$ -	\$ -	\$ -	
Employee Ded HSA	\$ 981.31			
Total	\$ 29,107.68	\$ 14,553.84	\$ 14,553.84	

Non- Payroll Disbursements:				
Road Claims (51% / 49%)	\$ 14,142.93	\$ 7,212.89	\$ 6,930.04	
Salt / Sand (46% / 54%)	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
Total Disbursements	\$ 43,250.61	\$ 21,766.73	\$ 21,483.88	

Claims List	\$ 26,165.92			
Net Pay Dist.	\$ 17,084.69			
	\$ 43,250.61			
Equipment 1/12 of Amt. Budget	\$ 9,583.34	\$ 4,791.67	\$ 4,791.67	
Sick Leave Escrow	\$ 175.76	\$ 87.88	\$ 87.88	
Amount owed by each townsh	\$ 53,009.71	\$ 26,646.28	\$ 26,363.43	
	\$ 53,009.71			
Should be 00	\$ -			

**2023 equipment budget = \$115,000

2023 Cascade 28.49 mil 49.10%
2023 Rochester 29.61 mil 50.90%

5.52 miles gravel
24.09 miles paved
total 58.1
52.58 paved

Amount		
6302	\$ 15.00	Premier
6281	\$ 3,308.89	MN Unemployment
6287	\$ 31.88	White Cap
6288	\$ 3,070.62	CHS
6289	\$ 441.90	Earls
6290	\$ 26.60	Farrell
6291	\$ 560.26	Sanco
6292	\$ 37.78	Napa
6293	\$ 159.20	MRO
6294	\$ 2,096.59	Nuss
6295	\$ 1,640.00	Nuss
6296	\$ 189.28	Ronco
6297	\$ 609.67	Zep
6298	\$ 341.13	Menards N
6299	\$ 165.35	Menards S
6300	\$ 47.22	Pat McGowan
6301	\$ 34.14	Lucas Lentz
<hr/>		
6279	\$ 132.97	C-Charter
6285	\$ 334.63	Century Link
6282	\$ 46.00	R-Peoples
6283	\$ 348.00	C-Peoples
6280	\$ 63.14	RPU
6286	\$ 442.68	R-Waste Mgt
		C-Waste Mgt
		C-Mn Energy
		R-MN Energy
Total	\$ 14,142.93	
<hr/>		
		Olm Aggregate
		Compass
Total	\$ -	Salt/Sand
6275	\$ 1,146.74	STATE
6273	\$ 4,067.13	PERA + Admin Fee
6284	\$ 16.00	NCPERS
6274	\$ 5,811.81	FED
Total Payroll	\$ 11,041.68	
Cafeteria Payments		
6276	\$ 650.00	Deferred Income
6277	\$ 331.31	CL HS A
	\$ 981.31	
Total	\$ 26,165.92	
Payroll	\$ 17,084.69	
	\$ 43,250.61	

Date Range : 7/1/2023 To 7/31/2023

<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>
07/31/2023	United States Treasury	August 2023 payroll taxes Q3 payment 2	6274	\$5,811.81			
					201-43102-171-	Road Salary	\$3,951.95
					201-43102-122-	Road Salary	\$1,859.86
07/31/2023	MN Department of Revenue	August 2023 payroll taxes Q3 payment 2	6275	\$1,146.74			
					201-43102-172-	Road Salary	\$1,146.74
07/31/2023	Empower	Deferred income - Chris L. and Pat M.	6276	\$650.00			
					201-41440-175-	Chris Lien HSA	\$250.00
					201-41450-175-	Pat McGowan HSA	\$400.00
07/31/2023	Premier Bank	Chris Lien HSA	6277	\$331.31			
					201-41440-173-361	Chris Lien HSA	\$331.31
07/31/2023	PERA	August 2023 payroll contributions	6278	\$3,184.42			
					201-43102-121-	Road Salary	\$1,705.94
					201-43102-174-	Road Salary	\$1,478.48
07/31/2023	Charter Communications	Cascade phone and internet	6279	\$132.97			
					100-41940-386-200	General Government Buildings and Plant	\$132.97
07/31/2023	Rochester Public Utilities	2009272 - RT water only	6280	\$63.14			
					100-41940-382-201	General Government Buildings and Plant	\$63.14
07/31/2023	Minnesota Unemployment Insurance DE	Tim Haltom	6281	\$3,308.89			
					201-43102-101-	Road Salary	\$3,308.89
07/31/2023	People's Energy Cooperative	Rochester Township	6282	\$46.00			
					100-41940-381-201	General Government Buildings and Plant	\$46.00
07/31/2023	People's Energy Cooperative	Cascade Township	6283	\$348.00			

Date Range : 7/1/2023 To 7/31/2023

<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>
					100-41940-381-200	General Government Buildings and Plant	\$348.00
07/31/2023	NCPRS Group Life Ins	Chris Lien ID 1156 - August 2023	6284	\$16.00	201-41970-365-300	Insurance	\$16.00
07/31/2023	Century Link	507-282-6488	6285	\$334.63	100-41940-386-201	General Government Buildings and Plant	\$334.63
07/31/2023	Waste Management	Rochester trash	6286	\$442.68	100-41940-384-201	General Government Buildings and Plant	\$442.68
07/31/2023	White Cap, L.P.	safety clothing	6287	\$31.88	201-41940-219-	General Government Buildings and Plant	\$31.88
07/31/2023	CHS	July fuel and DEF	6288	\$3,070.62	201-43111-212-	Fuel	\$3,070.62
07/31/2023	Earl's Small Engine Repair, Inc.	chain saw rebuild	6289	\$441.90	201-43115-221-	Shop & Equipment Supplies	\$441.90
07/31/2023	Farrell Equipment & Supply Co, Inc.	gloves and ear plugs	6290	\$26.60	201-41940-219-	General Government Buildings and Plant	\$26.60
07/31/2023	Sanco Equipment	bucket broom fix	6291	\$560.26	201-43115-221-	Shop & Equipment Supplies	\$560.26
07/31/2023	NAPA Auto Parts - Rochester	oils	6292	\$37.78	201-43115-221-	Shop & Equipment Supplies	\$37.78
07/31/2023	MRO Systems	2 boxes brake cleaner	6293	\$159.20	201-43115-221-	Shop & Equipment Supplies	\$159.20

Date Range : 7/1/2023 To 7/31/2023

<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>
07/31/2023	Nuss Truck & Equipment	Electrical Harness Repair - 2014 Mack	6294	\$2,096.59	201-43116-229-100	Heavy Equipment Repairs	\$2,096.59
07/31/2023	Nuss Truck & Equipment	2021 Mack - Extended transmission warranty	6295	\$1,640.00	201-43116-229-113	Heavy Equipment Repairs	\$1,640.00
07/31/2023	Ronco Engineering Sales, Inc.	fittings	6296	\$189.28	201-43115-221-	Shop & Equipment Supplies	\$189.28
07/31/2023	Zep Sales and Service	truck wash, cleaner, underbody sprayer	6297	\$609.67	201-43115-221-	Shop & Equipment Supplies	\$609.67
07/31/2023	Menards - Rochester North	shovels, water cooler, parts	6298	\$341.13	201-43115-221-	Shop & Equipment Supplies	\$341.13
07/31/2023	Menards - Rochester South	lawn seed, floor cleaner	6299	\$165.35	201-43115-221-	Shop & Equipment Supplies	\$165.35
07/31/2023	Pat McGowan	Reimbursement - office supplies	6300	\$47.22	100-41940-210-	General Government Buildings and Plant	\$47.22
07/31/2023	Lucas Lentz	reimbursement - Non-oxygenated gasoline	6301	\$34.14	201-43115-221-	Shop & Equipment Supplies	\$34.14
07/31/2023	Premier Bank Fees	August ACH processing fee	6302	\$15.00	100-41940-210-	General Government Buildings and Plant	\$15.00

Date Range : 7/1/2023 To 7/31/2023

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
Total For Selected Claims				\$25,283.21			\$25,283.21

Date