

Rochester Township Supervisors Meeting
Rochester Town Hall
Thursday, October 12, 2023
7:00 PM
AGENDA

- I. Call to order Town Board Meeting; Pledge of Allegiance
- II. Open comment period
- III. Minutes of the September 14, 2023 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. Storm water ordinances
 - B. Resolution – land use plan amendment (review in November)
- VII. Old Business
 - A. 2630 Wild Rose Ln SW
 - B. Land Use Planning work group
 - C. Speed study
- VIII. New Business
 - A. Westhill Drive SW
 - B. JPB Personnel Review
 - C. Subdivision Ordinance
- IX. Other Reports / Information Items
 - A. Information Items
 - i. TBD
 - B. TCPA Report – Jeff Orth
 - C. Planning & Zoning Commission Report
 - D. Board Chair Report
- X. Other Business
- XI. Adjourn

Rochester Township

Board Meeting Minutes

September 14, 2023

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

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

Guests – Pat McGowan, Dean Thompson, Bill Tointon, Jenni Faulkner (Bolton & Menk), Mojra Hauenstein (Bolton & Menk), Jason Kappers, Mark Welch, Gene Peters and one member of the public.

Minutes – Jeff Orth moved to approve the minutes for the August 10, 2023 meeting with the correction that Michael Melford was present. Matt Kitzmann seconded. All voted in favor and the motion passed.

Deputy's Report –

- Deputy Dean Thompson stated that he has no report for this meeting due to an IT system failure.
- Nathan Clarke asked about how many speeding tickets have been issued. Dean would have to research to find an exact number.
- Jamie Neisen asked how many officers and hours are assigned to the township. Approximately 84 hours are spent over a two-week period but it is difficult to determine a hard quantity of FTE's assigned. Dean explained that the county is divided into four quadrants. At any given time, there may be five squad cars and five 'power' cars roaming the county. Even though Dean is assigned to three townships, including Rochester Township, actual coverage can come from Dean or other officers depending on activity occurring throughout the county.

2630 Wild Rose Lane SW –

- Jamie Neisen said that he and Nathan Clarke had noticed that the gate has been open. Nathan contacted the county and discovered that there are other issues associated with the property such as unpaid taxes. There is a forfeiture process but that can take several years to resolve. In speaking with the MAT attorney, Nathan talked about an administrative warrant to further investigate in ways such as having a contractor survey the property to determine demolition costs. Jamie asked if a warrant should be sought now or wait until a future date such as January 1st. There would likely be a fee associated with a comprehensive cost analysis. A neighbor spoke to say that she has noticed more people loitering on the property. Nathan will look into the administrative warrant process before the

next meeting. The group is trying to determine what options and recourse the township has.

Land Use Planning Workgroup –

- Jenni Faulkner and Mojra Hauenstein from Bolton & Menk made a presentation about community planning and the planning services that a company like Bolton & Menk could offer. They defined community planning, who participates, and expected outcomes. They defined more specifically their approach and provided examples of work performed for other communities. Costs can vary depending on the type of planning desired and depth of a study. They proposed a plan that would take about 6-8 months to complete at a cost of \$44,000. The scope and various options could change the timeline and/or cost.
- Nathan Clarke said that he would like to get a better idea of what land remains in the township given development approvals that have occurred over the last couple of years.
- It was noted that the longevity of a plan is about ten years.
- Jered pointed out that Olmsted County already has a county-wide land use plan. Any plan developed by the township would need to mesh with the county plan or discrepancies resolved. Gene Peters noted that if the township pursued a plan, they should be cognizant that the county will need to be persuaded to change their land use plan. The township plan was last developed in 1996 and is dated when compared to the county plan.
- Matt asked what the goal would be to work on our own plan versus working with the county.

Speed Study –

- Data collected as part of the speed study was distributed to the Board. Areas analyzed include 8th Street, Weatherhill Road, Hamlet Road, Heritage Drive, Mayo Woodlands Road and Millie Meadows Drive. Summary information was also distributed by Nathan Clarke and Matt Kitzmann.
- Jamie Neisen introduced the topic by talking about the data that has been collected. Nathan Clarke stated that 8th Street appears to be the most problematic.
- Matt discussed his summary. Discussion ensued about the appropriate way to review the data; whether average, median, percentages or actual counts are most informative.
- Michael Melford asked about use of speed bumps. Nathan responded that he would like to see better cost information. Pat McGowan was asked to gather cost information for temporary speed bumps.

Emergency Warning Siren –

- Randy Staver reported and said that based on a conversation he had with Capt. Jon Jacobson earlier in the day, they agreed that there was no need for discussion

at this time. The question relates to a warning siren (siren #16) installed in the township in close proximity to Autumn Ridge. The siren was damaged in a storm earlier this year and as part of the repair process, a question came up as to whether the township owns the siren. There is some memory that the siren was installed in perhaps 1993 in response to township resident requests.

- To date, no evidence has been found that establishes ownership. The county has procured repair parts and will be making the necessary repairs. The vendor, Federal Signal, is searching their records as well but so far have not found anything.
- If no clear documentation can be found to verify ownership, Capt. Jacobson is thinking that the siren will simply be taken over with ownership split between the county and City of Rochester. This is consistent with how ownership works for most other sirens. It was also noted that the boundaries for the city have expanded considerably over the past 30 years since installation and the siren is probably better owned and served by the city. More information will be presented as it becomes available.

Mayo Woodlands 4 Trail Expense and Repair –

- Pat McGowan reported that repairs have been made to the trail. The township had agreed, as part of the approval of the development agreement, to share in the cost of the construction of a trail. However, the Board did not stipulate where funding would come from.
- The township previously agreed to pay \$41,076 for the asphalt material. ARPA funds were designated for that amount. The township also agreed to share in the cost of construction of what is an 8-foot-wide trail. The shared cost is \$15,862.50. It was suggested that ARPA funds could be used for this too but instead road and bridge funds will be used.
- Michael Melford moved to have the entire expenditure come from the road and bridge fund rather than use any ARPA funds. This would preserve ARPA funds for road projects next year. Nathan Clarke seconded. All voted in favor and the motion passed.

Local Road Improvement Program (LRIP) –

- LRIP provides funding for local agencies for purposes of local road construction and/or maintenance. This is a grant program administered by MNDot with applications due by December 8, 2023. Of the funds committed by the state legislature, at least \$6 million must be granted to townships. Selection of awards will occur by about March of 2024. Proposed projects must be construction ready for 2024, 2025 or 2026.
- Rochester Township submitted an application in 2020 for a project involving Meadow Crossing Road but it was not selected.

- Jamie spoke about the about the last application and the criteria used for selection. His opinion is that a new application for any project would likely not be successful for selection. The Board decided not to take any action at this time.

Subdivision Ordinance –

- Jered Staton said that the latest version of the revised subdivision ordinance was discussed at the September 12th Planning & Zoning Commission meeting. The revised language is still under discussion. They may choose to address critical habitat areas.

Development Moratorium –

- Jamie Neisen presented to the Board a proposed ordinance that would establish a moratorium on further development in the township for a period beginning with ordinance adoption and lasting for six months.
- There was discussion that passage should be held off while the subdivision ordinance revisions and land use plan changes continue to be discussed.
- Mark Welch asked what the rationale is for feeling a need for a moratorium; whether there is a problem of some sort that needs resolution.
- Jeff Orth reiterated that there isn't a lot of land left in the township to be developed so the township should be cognizant of the time and resources used.
- Michael Melford moved to adopt the ordinance language as presented. Matt Kitzmann seconded. The motion passed 4-1 with Jeff Orth voting nay.

Joint Powers Board Meeting –

- Since the meeting schedule for 2023 has already been published, a motion is required to move the next meeting scheduled for October 20, 2023 to November 10, 2023.
- Matt Kitzmann moved to change the meeting date as proposed. Nathan Clarke seconded. All voted in favor and the motion passed.

State Election Funding –

- Randy Staver reported and said that the MN Secretary of State has provided \$1.25 million in funding to help offset costs of election administration. Olmsted county was awarded \$31,118.90. There is an allocation formula whereby Rochester Township would receive \$119.35. There are certain criteria for reporting how funds are used. If funds are not accepted by a township, they will revert to the county. Randy is recommending that the township forego the allocation since the county provides the majority of resources and equipment for elections. The township expense is primarily limited to compensation for election judges.
- The Board decided to let the funds remain with the county.

Development Agreement – Escrow Policy –

- Randy Staver described the current process for payment of certain bills associated with a development project. In addition to a performance bond equal to 125% of the project value, typically a \$5,000 amount is collected and held in escrow to help ensure timely payment of expenses on behalf of the developer which has been the past practice. As the escrow fund is depleted, developers are invoiced for an additional amount. In reality, the township only receives bills for engineering (whks) and legal (GDO Law), makes payment and then invoices the developer for reimbursement. The escrow fund essentially sits idle and remains during the warranty period for a project. Once the warranty has been satisfied, any remaining funds are returned.
- Randy recommended that all billings should go to the developer directly, much like any other expense, and remove the township from the process. The \$5,000 amount would still be collected and held in escrow primarily to serve during the warranty period. The proposed process change is consistent with the process used by Cascade Township.
- The Board affirmed the process change.

Reports:

Treasurer's Report –

- Treasurer Randy Staver reported. There was no unusual activity to report other than this is typically a month where the township sees the most roadway expense given the conclusion of the construction season.
- Jeff Orth moved approval of the treasurer's report. Matt Kitzmann seconded. All voted in favor and the motion passed.

Rochester Township Claims – Nathan Clarke moved and Michael Melford seconded to accept and pay Rochester Township claims #5361-5386 in the amount of \$276,486.50. All voted in favor and the motion passed.

JPB Claims – Jeff Orth moved and Michael Melford seconded to accept and pay Joint Powers Board claims #6304-6334 and the Rochester Township share in the amount of \$18,483.87, and a payroll share of \$11,498.95. All voted in favor and the motion passed.

Road Maintenance Supervisor Report –

- Several projects are wrapping up including roads and trails.
- There are some issues related to the Mayowood Estates area project.
- There was some road damage from a project that will be repaired by DeCook.
- Pat was asked to prepare snow plow contracts for review at the meeting next month. The cost was established at \$0.82 per foot for next year.
- Pat suggested using ARPA funds next year for the Ettenmoor road project since it will likely be more costly.

TCPA Report –

- Jeff Orth reported. He reported on the financial status. There is a possible candidate as a replacement for David Mier who wishes to retire relatively soon. There is a desire to have TCPA join the Chamber of Commerce.

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 –

- Jamie talked about the annual picnic which was viewed as a success.

Other Business –

- Fire Safety: Randy Staver spoke about a call he received from a resident concerned about fire safety. Jeff Orth has also spoken with this person. She would like more emphasis placed on communicating with township residents the proper handling of fires such as brush and recreational burning.

Upcoming Meetings –

- OCTOA – September 28, 2023 – Dover town hall – 7:00 pm.
- Planning and Zoning Commission – October 17, 2023 – 7:30 pm.

Meeting Adjourned – Nathan Clarke moved to adjourn the meeting. Michael Melford seconded. All voted in favor and the motion passed. Meeting was adjourned at 10:40 pm.

Respectfully Submitted,

Randy Staver, Clerk / Treasurer

Jamie Neisen, Chairman

October 2023
Treasurer's Report

Period: 09/01/2023 - 09/30/2023

Accounts

Opening Balance - ONB - checking	#5320	\$ 120,000.00
Deposits		\$ 13,093.94
Interest checking (4.00%)		\$ 98.63
Checks / Withdrawals		\$ (262,078.40)
Sweep debits checking (-)		\$ (8,024.36)
Sweep credits checking (+)		\$ 256,910.20
Ending balance checking		\$ 120,000.01

Opening Balance - ONB - savings	#0201	\$ 1,556,679.70
Interest savings (4.00%)		\$ 4,426.44
Sweep debits savings (-)		\$ (1,454,992.00)
Sweep credits savings (+)		\$ 23,885.86
Ending balance savings		\$ 130,000.00

Opening Balance - ONB - IntraFi	#0201	\$ -
Interest ICS (4.00%)		\$ 261.91
Sweep credits ICS (+)		\$ 1,193,557.74
Sweep debits ICS (-)		\$ -
Ending balance ICS		\$ 1,193,819.65

Total ONB ending balance	\$ 1,443,819.66
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Adjustments	\$ (11,337.44)
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Cash Control ending balance	\$ 1,432,482.22
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Total ending ONB balance	\$ 1,443,819.66
- Reserve (1/2 of Est. Bud).	\$ (500,000.00)
- Designated ARPA funds	\$ (136,361.95)
- Designated Griffin road project	\$ (98,951.82)
Available to Spend	\$ 708,505.89

Deposits

Cafeteria plan	\$ 208.33
TCPA rent	\$ 500.00
Developer reimbursement	\$ 6,488.84
Developer reimbursement	\$ 608.00
Developer reimbursement	\$ 788.65
Developer reimbursement	\$ 3,068.04
Developer reimbursement	\$ 1,391.83
Reimbursement - overpmt.	\$ 40.25
TBD	\$ -
TBD	\$ -
Total	\$ 13,093.94

PROJECT

- Westhill Road SW - invoice for road care annually - 2023 invoices have been mailed.

Rec'd \$ 5,720.00

- 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
JPB staffing	(\$2,549.19)	12/4/2021
LED lighting upgrade	(\$2,407.00)	4/15/2022
Office equipment - printer	(\$899.99)	4/15/2022
Backflow preventer work	(\$1,719.23)	5/7/2022
Speed signs	(\$9,392.00)	11/5/2022
Repair shop floor	(\$34,772.50)	2/9/2023
Office equipment - computer	(\$1,899.98)	3/31/2023
Boardroom monitor	(\$1,540.32)	6/30/2023
Town hall grill	(\$1,263.75)	6/30/2023
Meadow Crossing Road striping	(\$12,609.00)	8/5/2023
(e) TBD	\$0.00	
(e) TBD	\$0.00	
(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 12/31/2



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: Sep 30, 2023
Period: Sep 01, 2023 to Sep 30, 2023
(30 days)

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

Go Green and Sign Up for E-Statements!

Your Account(s) at a Glance

Deposit Account(s)	Account #	Interest Earned YTD	Balance as of 09/30
ONB Comm Checking -	CK-1000005320	477.14	120,000.01
ONB Community Saving	SV-0700000201	31,388.27	130,000.00

ACCOUNT #: CK - 1000005320 ONB Comm Checking - Int

ONB Community Checking

ROCHESTER TOWNSHIP

Enclosures: 19

Beginning Balance	
as of 09/01/23	120,000.00
Deposits & Other Credits	270,102.77
Charges & Fees	0.00
Checks & Other Debits	270,102.76
Average Balance	120,000.00
Ending Balance	
as of 09/30/23	120,000.01

Account #: CK -1000005320

PERIODIC STATEMENT
ROCHESTER TOWNSHIP

Sep 30, 2023

ACCOUNT #: SV - 0700000201 ONB Community Savings

Community Savings

ROCHESTER TOWNSHIP

Enclosures: 0

Beginning Balance	
as of 09/01/23	1,556,679.70
Deposits & Other Credits	28,312.30
Charges & Fees	0.00
Checks & Other Debits	1,454,992.00
Average Balance	1,346,373.36
Ending Balance	
as of 09/30/23	130,000.00

Charges and Fees Related to Overdrafts and Returned Items

	Total For This Period	Total Year-to-Date

Total Overdraft Fees:	0.00	0.00

Total Returned Items Fees:	0.00	0.00

Transaction Information

Date	Check#	Description	Debit Amount	Credit Amount
09/11		ODP/Sweep Transfer Credit		40.25
09/12		ODP/Sweep Transfer Credit		7,885.49
09/29		Minimum Balance/Sweep Adjustment Credit		15,861.50
09/30		Interest Credit		4,426.44
09/30		Minimum Balance/Sweep Adjustment Credit		98.62
09/08		ODP/Sweep Transfer Debit	73.71	
09/15		ODP/Sweep Transfer Debit	6,374.87	
09/18		ODP/Sweep Transfer Debit	2,475.00	
09/19		ODP/Sweep Transfer Debit	219,747.97	
09/20		ODP/Sweep Transfer Debit	3,231.67	

ONB 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
09/30/2023

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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 September 2023 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	4.00%	\$0.00	\$1,193,819.65
TOTAL			\$0.00	\$1,193,819.65

DETAILED ACCOUNT OVERVIEW

Account ID: *****201

Account Title: Rochester Township

Account Summary - Savings

Statement Period	9/1-9/30/2023	Average Daily Balance	\$478,075.48
Previous Period Ending Balance	\$0.00	Interest Rate at End of Statement Period	4.00%
Total Program Deposits	1,193,557.74	Statement Period Yield	4.07%
Total Program Withdrawals	(0.00)	YTD Interest Paid	261.91
Interest Capitalized	261.91		
Current Period Ending Balance	\$1,193,819.65		

Account Transaction Detail

Date	Activity Type	Amount	Balance
09/26/2023	Deposit	\$1,000.00	\$1,000.00
09/29/2023	Deposit	1,192,557.74	1,193,557.74
09/29/2023	Interest Capitalization	261.91	1,193,819.65

Summary of Balances as of September 30, 2023

FDIC-Insured Institution	City/State	FDIC Cert No.	Balance
BankUnited	Miami Lakes, FL	58979	\$248,404.43
First National Bank of Pennsylvania	Greenville, PA	7888	248,404.43
Pacific Western Bank	Beverly Hills, CA	24045	248,404.75
TransPecos Banks, SSB	Pecos, TX	11178	200,201.61
Zions Bancorporation, N. A.	Salt Lake City, UT	2270	248,404.43

For the Period : 9/1/2023 To 9/30/2023

<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	\$1,104,888.22	\$12,984.24	\$18,613.57	\$1,099,258.89	\$0.00	\$1,721.36	\$1,100,980.25
Road and Bridge	\$107,620.35	\$0.00	\$262,477.56	(\$154,857.21)	\$0.00	\$18,483.87	(\$136,373.34)
Federal Programs - ARPA	(\$61,477.75)	\$0.00	\$0.00	(\$61,477.75)	\$0.00	\$0.00	(\$61,477.75)
Cafeteria Fund	\$1,666.64	\$208.33	\$0.00	\$1,874.97	\$0.00	\$0.00	\$1,874.97
Escrow Fund - Development	\$19,525.05	\$0.00	\$0.00	\$19,525.05	\$0.00	\$0.00	\$19,525.05
General Reserves	\$612,089.80	\$4,688.35	\$0.00	\$616,778.15	\$0.00	\$0.00	\$616,778.15
Sheriff Protection	\$6,411.68	\$0.00	\$0.00	\$6,411.68	\$0.00	\$0.00	\$6,411.68
Fire Protection	(\$161,007.38)	\$0.00	\$0.00	(\$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	\$1,675,487.20	\$17,880.92	\$281,091.13	\$1,412,276.99	\$0.00	\$20,205.23	\$1,432,482.22

<u>Name of Fund</u>	<u>Beginning</u> <u>Balance</u>	<u>Total</u> <u>Receipts</u>	<u>Total</u> <u>Disbursed</u>	<u>Ending</u> <u>Balance</u>	<u>Less</u> <u>Deposits</u> <u>In Transit</u>	<u>Plus</u> <u>Outstanding</u> <u>Checks</u>	<u>Total</u> <u>Per Bank</u> <u>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 : 9/1/2023 To 9/30/2023

<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>
09/30/2023	Crystal Lammers	Town hall cleaning	5387	\$100.00	100-43201-100-	Town Hall Custodian	\$100.00
09/30/2023	Joint Powers Board	September claims and payroll	5388	\$18,865.59	201-43127-310-	Joint Powers	\$18,865.59
09/30/2023	Visa	September statement - OCTOA food, easel pads	5389	\$216.13	100-41110-201-	Council/Town Board	\$216.13
09/30/2023	Tonna Mechanical	Invoice 148266006	5390	\$285.00	100-41110-229-	Council/Town Board	\$285.00
09/30/2023	Olmsted County Public Works Dept.	Various parts - August statement	5391	\$1,548.37	201-43138-235-	Misc Road Work	\$1,548.37
09/30/2023	GDO Law	Invoices 14405	5392	\$378.00	100-41110-304-	Council/Town Board	\$378.00
09/30/2023	Custom Communications, INC	Alarm monitoring	5393	\$105.75	100-42408-311-	Security Services	\$105.75
09/30/2023	WHKS	Invoices 49189	5394	\$445.50	100-41110-314-817	Council/Town Board	\$445.50
09/30/2023	People's Energy Cooperative	Electric bill for outdoor lights - September statement	5395	\$77.00	100-43160-386-	Street Lighting	\$77.00
09/30/2023	Forum Communications Company	Legal ads - notice of ordinance	5396	\$53.13	100-41130-351-	Ordinances and Proceedings	\$53.13
09/30/2023	Jeff and Catherine Torborg	Mailbox reimbursement	5397	\$170.00	201-43138-230-	Misc Road Work	\$170.00

Date Range : 9/1/2023 To 9/30/2023

<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>
09/30/2023	Rochester Township Cafeteria Acct	September 2023 paycheck cafeteria deposit	5402	\$208.33			
					100-41110-103-	Council/Town Board	\$208.33
09/30/2023	Federal Government	October payroll taxes - Q4, #1	5403	\$968.71			
					100-41110-103- 100-41425-103-	Council/Town Board Clerk	\$286.60 \$682.11
09/30/2023	State of Minnesota	October payroll taxes - Q4, #1	5404	\$102.82			
					100-41110-103- 100-41425-103-	Council/Town Board Clerk	\$1.24 \$101.58
09/30/2023	PERA	September 2023 payroll deductions	5405	\$928.68			
					100-41110-103- 100-41425-103-	Council/Town Board Clerk	\$479.06 \$449.62
09/30/2023	Empower - MN Deferred Comp Plan	September 2023 Deferred Income	5406	\$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				\$27,428.01			\$27,428.01

Date Range : 9/1/2023 To 9/30/2023

<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 10/1/2023 to 10/31/2023

Employee Name	Title	Gross Wages
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	3,211.58
Staver, Sheila	Record Keeping	90.00

Joint Powers Board Report September meeting Claims: Septer 2023

Rochester and Cascade Townships

	Total	Rochester Township	Cascade Township
Payroll:			
Pay: Payroll Claims	\$ 15,470.19		
Deductions & Township FICA	\$ 8,848.10		
	\$ -	\$ -	\$ -
Employee Ded HSA	\$ 981.31		
Total	\$ 25,299.60	\$ 12,649.80	\$ 12,649.80

Non- Payroll Disbursements:			
Road Claims (51% / 49%)	\$ 2,620.07	\$ 1,336.24	\$ 1,283.83
Salt / Sand (46% / 54%)	\$ -	\$ -	\$ -
		\$ -	\$ -
Total Disbursements	\$ 27,919.67	\$ 13,986.04	\$ 13,933.63

Claims List	\$ 12,449.48		
Net Pay Dist.	\$ 15,470.19		
	\$ 27,919.67		
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	\$ 37,678.77	\$ 18,865.59	\$ 18,813.18
	\$ 37,678.77		
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	
6358 \$ 15.00	Premier
6347 \$ 53.20	Ronco
6348 \$ 144.83	Rochester Ford
6349 \$ 138.68	Dalco
6350 \$ 49.60	Ziegler
6351 \$ 56.91	Thompsons
6352 \$ 79.99	Farrell
6353 \$ 104.96	Menards-N
6354 \$ 11.92	Menards-S
6355 \$ 299.98	CHS
6356 \$ 8.36	Luke L
6357 \$ 4.40	Chris L
6340 \$ 16.38	Chris L
6341 \$ 132.97	C-Charter
\$ -	Century Link
6344 \$ 331.00	R-Peoples
6345 \$ 631.00	C-Peoples
6346 \$ 80.89	RPV
6342 \$ 460.00	R-Waste Mgt
	C-Waste Mgt
	C-Mn Energy
	R-MN Energy
Total \$ 2,620.07	
	Olm Aggregate
	Compass
Total \$ -	Salt/Sand
6336 \$ 1,083.23	STATE
6339 \$ 2,301.71	PERA + Admin Fee
6343 \$ 16.00	NCPERS
6335 \$ 5,447.16	FED
Total Payroll \$ 8,848.10	
Cafeteria Payments	
6338 \$ 650.00	Deferred Income
6337 \$ 331.31	CL HS A
\$ 981.31	
Total \$ 12,449.48	
Payroll \$ 15,470.19	
\$ 27,919.67	

Date Range : 9/1/2023 To 9/30/2023

<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>
09/30/2023	United States Treasury	October 2023 payroll taxes Q4 payment 1	6335	\$5,447.16			
					201-43102-171-	Road Salary	\$3,732.46
					201-43102-122-	Road Salary	\$1,714.70
09/30/2023	MN Department of Revenue	October 2023 payroll taxes Q4 payment 1	6336	\$1,083.23			
					201-43102-172-	Road Salary	\$1,083.23
09/30/2023	Premier Bank	Chris Lien HSA	6337	\$331.31			
					201-41440-173-361	Chris Lien HSA	\$331.31
09/30/2023	Empower	Deferred income - Chris L. and Pat M.	6338	\$650.00			
					201-41440-175-	Chris Lien HSA	\$250.00
					201-41450-175-	Pat McGowan HSA	\$400.00
09/30/2023	PERA	October 2023 payroll contributions	6339	\$2,301.71			
					201-43102-121-	Road Salary	\$1,037.12
					201-43102-174-	Road Salary	\$1,264.59
09/30/2023	Chris Lien	Reimbursement - mileage	6340	\$16.38			
					201-43111-331-	Fuel	\$16.38
09/30/2023	Charter Communications	Cascade phone and internet	6341	\$132.97			
					100-41940-386-200	General Government Buildings and Plant	\$132.97
09/30/2023	Waste Managememt	Rochester trash	6342	\$460.00			
					100-41940-384-201	General Government Buildings and Plant	\$460.00
09/30/2023	NCPRS Group Life Ins	Chris Lien ID 1156 - October 2023	6343	\$16.00			
					201-41970-365-300	Insurance	\$16.00
09/30/2023	People's Energy Cooperative	Rochester Township	6344	\$331.00			
					100-41940-381-201	General Government Buildings and Plant	\$331.00

Date Range : 9/1/2023 To 9/30/2023

<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>
09/30/2023	People's Energy Cooperative	Cascade Township	6345	\$361.00	100-41940-381-200	General Government Buildings and Plant	\$361.00
09/30/2023	Rochester Public Utilities	2009272 - RT water only	6346	\$80.89	100-41940-382-201	General Government Buildings and Plant	\$80.89
09/30/2023	Ronco Engineering Sales, Inc.	grease gun tips	6347	\$53.20	201-43115-221-	Shop & Equipment Supplies	\$53.20
09/30/2023	Rochester Ford	F550 annual maintenance	6348	\$144.83	201-43116-229-117	Heavy Equipment Repairs	\$144.83
09/30/2023	Dalco	paper towels	6349	\$138.68	201-43115-221-	Shop & Equipment Supplies	\$138.68
09/30/2023	Ziegler Inc	grease	6350	\$49.60	201-43115-221-	Shop & Equipment Supplies	\$49.60
09/30/2023	Thompson's Garage Door & Openers	new garage door openers	6351	\$56.91	201-41940-221-	General Government Buildings and Plant	\$56.91
09/30/2023	Farrell Equipment & Supply Co, Inc.	gas can	6352	\$79.99	201-43115-221-	Shop & Equipment Supplies	\$79.99
09/30/2023	Menards - Rochester North	mailbox repair, signing tools	6353	\$104.96	201-43115-221-	Shop & Equipment Supplies	\$104.96
09/30/2023	Menards - Rochester South	wasp spray	6354	\$11.92	201-43115-221-	Shop & Equipment Supplies	\$11.92
09/30/2023	CHS	September fuel and DEF	6355	\$299.98	201-43111-212-	Fuel	\$299.98

Date Range : 9/1/2023 To 9/30/2023

<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>
09/30/2023	Lucas Lentz	reimbursement - Non-oxygenated gasoline	6356	\$8.36			
					201-43115-221-	Shop & Equipment Supplies	\$8.36
09/30/2023	Chris Lien	Reimbursement - non oxygenated gas	6357	\$4.40			
					201-43111-331-	Fuel	\$4.40
09/30/2023	Premier Bank Fees	October ACH processing fee	6358	\$15.00			
					100-41940-210-	General Government Buildings and Plant	\$15.00
Total For Selected Claims				\$12,179.48			\$12,179.48

Date



DATE: September 20, 2023
TO: Rochester Township
ATTN: Jaime Neison
SUBJECT: 2630 Wild Rose Lane House Demolition, Rochester, MN

We are pleased to submit a quote for the above referenced property. It is assumed this work to take place in the 2023 calendar year. Our work includes labor, equipment and materials for the following:

Quote

Includes:

- Mobilization
- Building demolition
 - Obtaining all required city, county and MPCA demolition permits
 - Demolish structure complete
 - Dispose of materials in a licensed landfill Building Demolition

Lump Sum \$137,865.00

Exclusions:

- Grading work or fill basement area
- Utility disconnects
- Pollution or professional liability insurance
- Hazardous materials delineation, handling or disposal (ie asbestos, lead paint, mercury, bulbs and ballast)
- Asbestos Delineation or abatement including all vermiculite (regardless of if under 1% asbestos content)
- NPDES permit or SWPPP Design
- Winter work and protection
- Road restrictions
- Unforeseen conditions
- Bonds or prevailing wages

If you have any questions, please call Michael Soltis at (507) 281-3333

Elcor Construction

A handwritten signature in blue ink, appearing to read "Mike Soltis", written over a circular blue stamp.

Mike Soltis, Estimator



Start: 2023-09-25

End: 2023-10-01

Times: 0:00:00-23:59:59

Volume by Speed

8th St Eastbound, EB

Speed Bins: Size 5, Range 1 to 150

Time View: By Hour (Total Volumes)

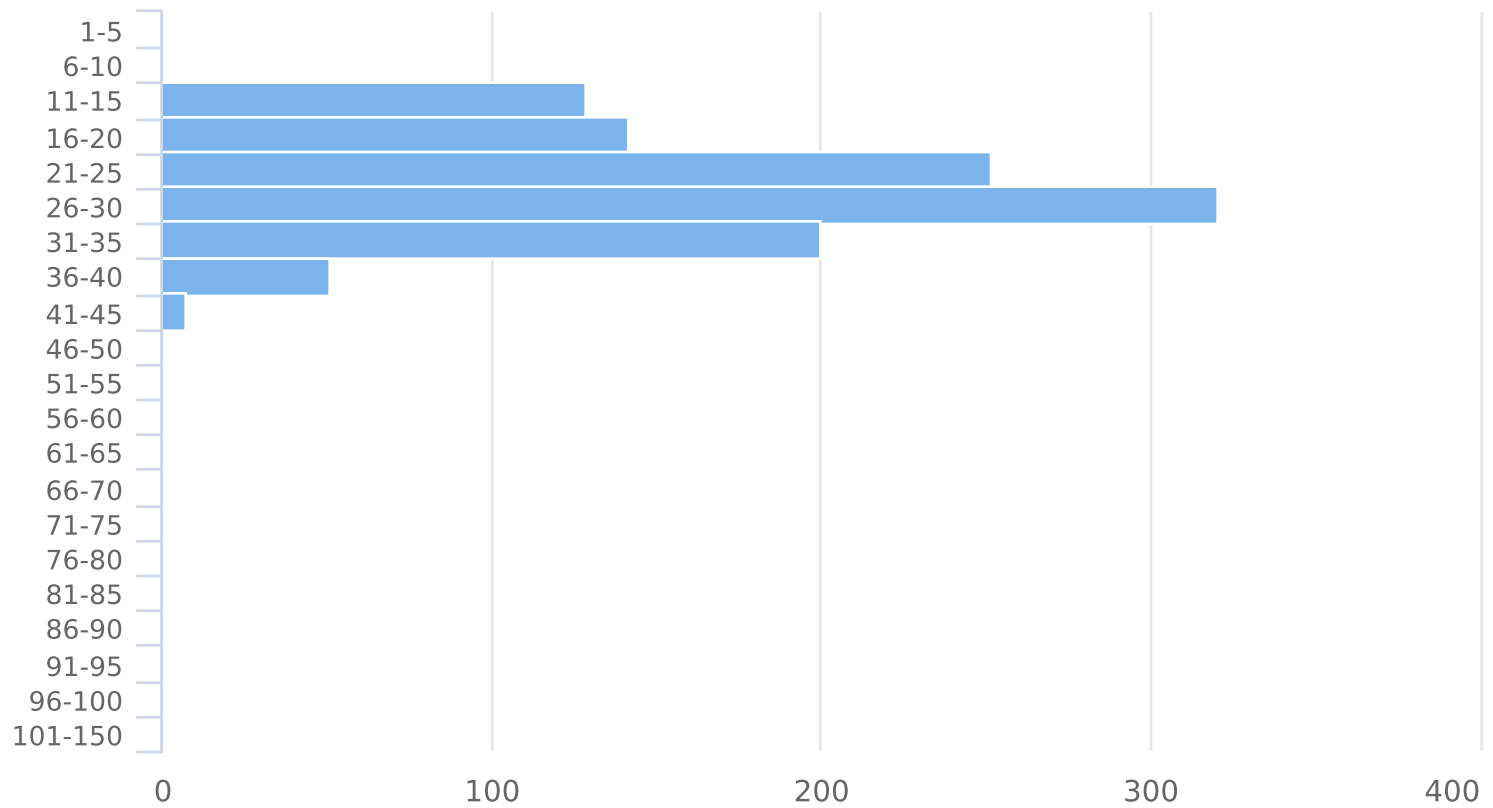
Time	1 to 5	6 to 10	11 to 15	16 to 20	21 to 25	26 to 30	31 to 35	36 to 40	41 to 45	46 to 50	51 to 55	56 to 60	61 to 65	66 to 70	71 to 75	76 to 80	81 to 85	86 to 90	91 to 95	96 to 100	101 to 150	Avg Speed	Total
0:00	0	0	1	0	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	23.1	7
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
3:00	0	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	22.5	2
4:00	0	0	0	0	1	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	28.3	3
5:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
6:00	0	0	0	3	14	10	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25.4	30
7:00	0	0	4	8	19	19	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	23.7	55
8:00	0	0	6	3	12	15	8	2	0	0	0	0	0	0	0	0	0	0	0	0	0	25.5	46
9:00	0	0	3	8	14	22	9	1	1	0	0	0	0	0	0	0	0	0	0	0	0	25.9	58
10:00	0	0	5	15	22	28	12	1	0	0	0	0	0	0	0	0	0	0	0	0	0	25.0	83
11:00	0	0	20	18	22	25	11	7	0	0	0	0	0	0	0	0	0	0	0	0	0	23.4	103
12:00	0	0	11	7	18	20	23	2	0	0	0	0	0	0	0	0	0	0	0	0	0	25.3	81
13:00	0	0	18	7	14	20	18	3	0	0	0	0	0	0	0	0	0	0	0	0	0	24.4	80
14:00	0	0	13	8	9	22	11	7	3	0	0	0	0	0	0	0	0	0	0	0	0	25.6	73
15:00	0	0	12	12	17	21	23	4	2	0	0	0	0	0	0	0	0	0	0	0	0	25.9	91
16:00	0	0	11	5	22	21	14	1	0	0	0	0	0	0	0	0	0	0	0	0	0	24.7	74
17:00	0	0	10	9	18	29	19	7	0	0	0	0	0	0	0	0	0	0	0	0	0	25.9	92
18:00	0	0	6	14	20	29	19	11	1	0	0	0	0	0	0	0	0	0	0	0	0	27.0	100
19:00	0	0	4	11	11	19	7	3	0	0	0	0	0	0	0	0	0	0	0	0	0	25.2	55
20:00	0	0	2	12	10	7	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	23.7	38
21:00	0	0	1	1	5	4	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25.8	14
22:00	0	0	0	1	0	3	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	29.3	7
23:00	0	0	1	0	1	3	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	28.9	10
Total	0	0	129	142	252	321	200	51	7	0	0	0	0	0	0	0	0	0	0	0	0	25.2	1102



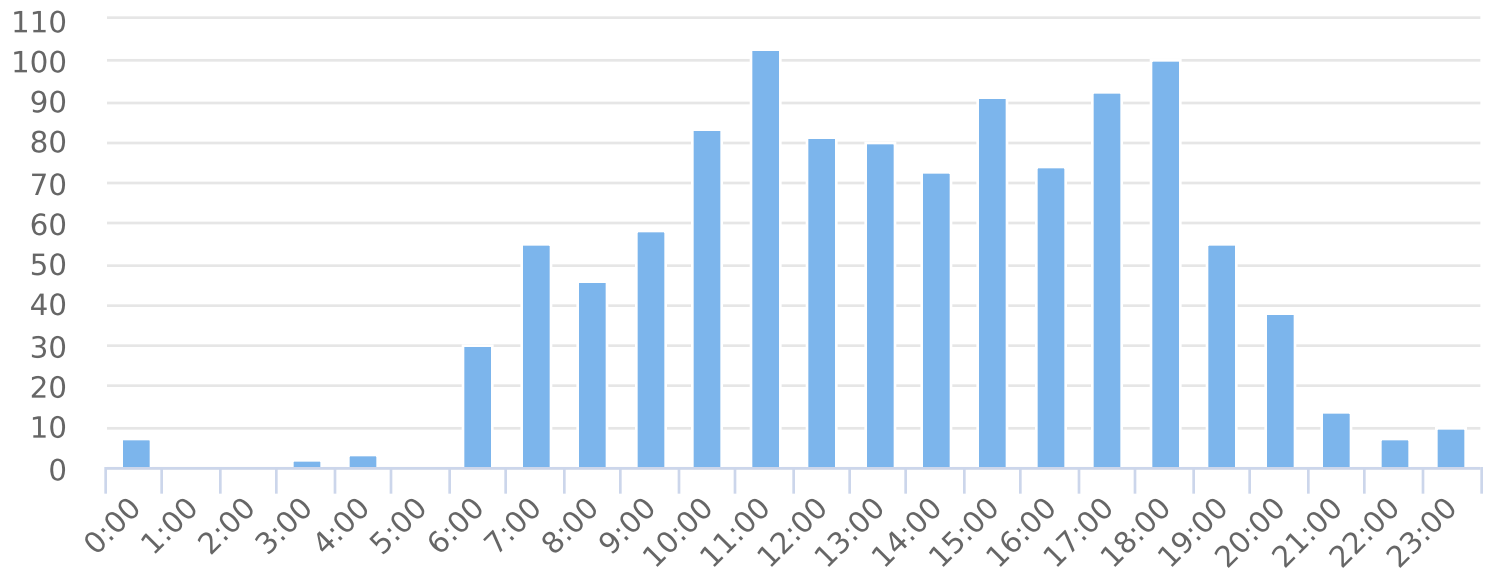
Start: 2023-09-25
End: 2023-10-01
Times: 0:00:00-23:59:59

Speed Bins: Size 5, Range 1 to 150
Time View: By Hour (Total Volumes)

Total Volume by Speed Distribution



Volume over Time





Start: 2023-09-29

End: 2023-10-05

Times: 0:00:00-23:59:59

Speed Bins: Size 5, Range 1 to 150

Time View: By Hour (Total Volumes)

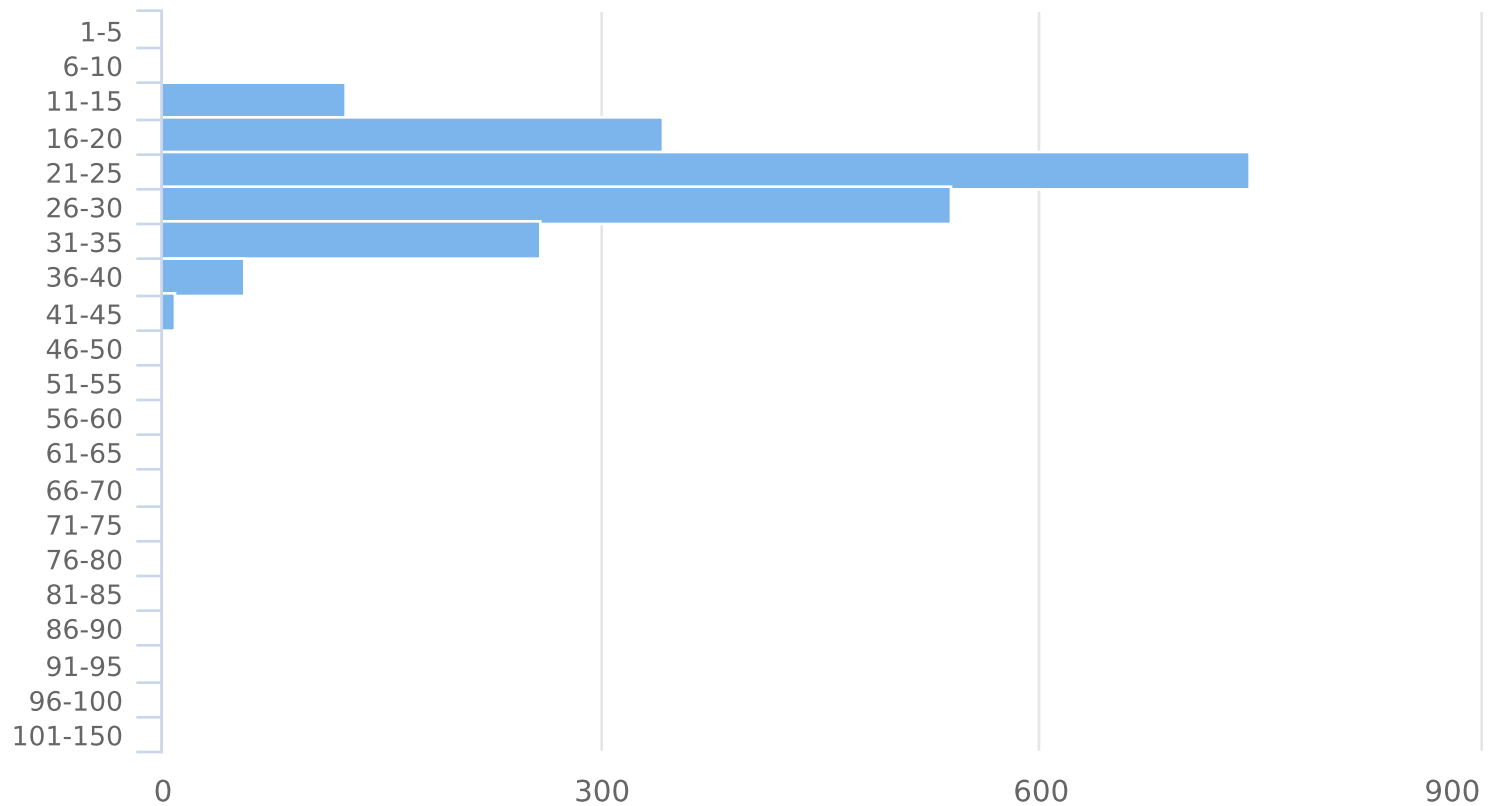
Time	1 to 5	6 to 10	11 to 15	16 to 20	21 to 25	26 to 30	31 to 35	36 to 40	41 to 45	46 to 50	51 to 55	56 to 60	61 to 65	66 to 70	71 to 75	76 to 80	81 to 85	86 to 90	91 to 95	96 to 100	101 to 150	Avg Speed	Total
0:00	0	0	2	2	2	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	22.7	9
1:00	0	0	0	0	1	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	27.4	5
2:00	0	0	0	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	19.7	3
3:00	0	0	2	0	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	22.7	6
4:00	0	0	0	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	22.7	3
5:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
6:00	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	31.0	1
7:00	0	0	3	17	43	23	10	1	0	0	0	0	0	0	0	0	0	0	0	0	0	23.9	97
8:00	0	0	10	15	54	49	32	6	2	0	0	0	0	0	0	0	0	0	0	0	0	26.2	168
9:00	0	0	10	26	55	33	12	2	2	0	0	0	0	0	0	0	0	0	0	0	0	23.9	140
10:00	0	0	2	19	35	31	15	1	0	0	0	0	0	0	0	0	0	0	0	0	0	25.0	103
11:00	0	0	7	12	39	36	16	6	1	0	0	0	0	0	0	0	0	0	0	0	0	25.6	117
12:00	0	0	8	26	41	33	15	10	1	0	0	0	0	0	0	0	0	0	0	0	0	25.1	134
13:00	0	0	7	28	44	49	23	6	3	0	0	0	0	0	0	0	0	0	0	0	0	25.7	160
14:00	0	0	9	32	69	41	13	3	0	0	0	0	0	0	0	0	0	0	0	0	0	23.7	167
15:00	0	0	12	28	61	54	28	0	0	0	0	0	0	0	0	0	0	0	0	0	0	24.5	183
16:00	0	0	10	32	54	40	16	4	1	0	0	0	0	0	0	0	0	0	0	0	0	24.3	157
17:00	0	0	14	36	68	42	11	3	0	0	0	0	0	0	0	0	0	0	0	0	0	23.4	174
18:00	0	0	8	18	40	35	15	6	0	0	0	0	0	0	0	0	0	0	0	0	0	25.0	122
19:00	0	0	10	16	41	35	5	5	0	0	0	0	0	0	0	0	0	0	0	0	0	24.2	112
20:00	0	0	8	21	41	21	16	0	0	0	0	0	0	0	0	0	0	0	0	0	0	23.8	107
21:00	0	0	0	5	29	9	17	2	0	0	0	0	0	0	0	0	0	0	0	0	0	26.4	62
22:00	0	0	3	2	15	4	3	1	0	0	0	0	0	0	0	0	0	0	0	0	0	24.2	28
23:00	0	0	0	4	7	2	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	24.7	16
Total	0	0	125	342	743	540	258	56	10	0	0	0	0	0	0	0	0	0	0	0	0	24.6	2074



Start: 2023-09-29
End: 2023-10-05
Times: 0:00:00-23:59:59

Speed Bins: Size 5, Range 1 to 150
Time View: By Hour (Total Volumes)

Total Volume by Speed Distribution



Volume over Time

