

Rochester Township Supervisors Meeting
Rochester Town Hall
Thursday, November 10, 2022
7:00 PM
AGENDA

To participate by telephone, dial (978) 990-5000 and enter access code 253635

- I. Call to order Town Board Meeting (Pledge of Allegiance)
- II. Minutes of the October 13, 2022 Board meeting
- III. Deputy Report – Dean Thompson
- IV. Call for additional agenda items
- V. Old Business
 - A. Audio / video system – David Doely
 - B. Pavilion Estates / Rookery
 - C. 2630 Wild Rose Ln SW
 - D. Speed sign
 - E. Land Use Planning work group
- VI. Tabled Items
 - A. None
- VII. New Business
 - A. Woodland Valley Estates Second – Final Plat
 - B. Metes & Bounds – Howard Johnson 2113 28th St SE – Millie Meadow Estates Third
 - C. Pavilion Estates Final Plat
 - D. Snow plowing – RES2022_11_01 Mayo Woodlands Third (Glenwood Road); RES2022_11_02 Lilly Farm 3 and 4; RES2022_11_03 Millie Meadow Estates Second
 - E. HVAC annual maintenance
 - F. Royal Oak Farm Traffic Impact Report – Res R22-01-04A
 - G. Cascade / Rochester townships personnel policy
 - H. Information items:
 - i. Investment – Options
 - ii. Letter received from Jeff Broberg
 - I. New agenda items; as added earlier

VIII. Reports

- A. Treasurer's Report – Randy Staver
- B. Road Maintenance Supervisor Report – Pat McGowan
- C. TCPA Report – Jeff Orth
- D. Board of Adjustment Report
- E. Planning & Zoning Commission Report
- F. Board Chair Report

IX. Adjourn

Rochester Township

Board Meeting Minutes

October 13, 2022

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

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

Guests – Bill Tointon, Jason Kappers, Roger Ihrke, Pat McGowan, Dean Thompson, Jeff Broberg and seven members of the public.

Minutes – Jamie Neisen moved to approve the minutes for the September 8, 2022 meeting with one correction as noted by Jamie regarding speed signs versus speed trailers. Matt Kitzmann seconded. All voted in favor and the motion passed.

Deputy's Report – Deputy Dean Thompson reviewed the call report of 42 calls for service. In response to a question last month, Dean provided some historical crash data for the intersection of 40th St. SW and County Road 8.

Rookery Lawsuit –

- Randy Staver reported based on information from Paul Reuvers. The court recently supported the townships motion for summary judgement and denied the plaintiff's motion.
- There is no update on the second lawsuit that relates to the township decision approving the preliminary plat. Outside legal counsel is in process of responding to the complaint.

2630 Wild Rose Lane SW –

- Nathan Clarke led a neighborhood meeting on the topic with Jeff Orth also participating. As a result of the discussion, Peter Tiede will draft a document that stipulates a path forward for an acceptable conclusion. Clear expectations and a timeline will be included. The Board will review the document once drafted.
- A question was asked about what might be a reasonable timeline. Roger Ihrke responded that a building could take as long as four years but that normally construction will take 12 to 18 months.

Audio / Video System –

- Matt Kitzmann provided an update and a price quote he has received for board

room electronics including displays and wireless audio equipment. Directional or voice activated microphones could be problematic if there are multiple conversations occurring. There is also allowance to use the shop area as overflow meeting space in case of a large audience. Estimated cost for the system as proposed would be \$38,965.77. The company representative was not able to attend. The Board asked that the person attend the next meeting for questions and further discussion.

Shop Floor –

- The repair and refurbishment of the shop floor has been completed. The contractor ran into a significant issue with the drainage trough in that it was badly deteriorated and required an extensive rebuild. This will add to the original \$24,000 cost of the project. Randy Staver had sent photos of the project to the supervisors.

Speed Signs –

- Jamie Neisen provided an update and presented three price quotes he has obtained. He is recommending the first option since it has a modem installed that will allow more efficient transfer of data collected. The equipment is solar powered and total cost is \$4,746.00.
- Nathan Clarke offered a comment he had heard from a resident, who was present, that they didn't think one unit would be sufficient. He stated that due to visibility on areas such as a hill, one direction of traffic might not see the sign.
- The idea of using speed tables was discussed but they can be problematic for snow removal.
- A question was raised whether there are things in the ROW such as trees that inhibit visibility and perhaps exacerbate the speed issue.
- A solution will likely take multiple tactics such as signs and speed tables or other measures. Nathan noted that the township could purchase one sign and see if it makes a positive difference. If so, then perhaps another sign could be purchased.
- Pat McGowan stated that a moveable rubber speed strip he looked at cost approximately \$15,000. It needs to be sufficient quality to handle road traffic and needs to be removed in the winter for plowing purposes.
- It was noted that likely most of the vehicles speeding are service related and not residents of the immediate area.
- One resident proposed that two signs should be purchased (one for each direction) as well as a moveable speed strip.
- Matt Kitzmann pointed out that data should be collected so we understand whether solutions implemented have the intended effect.
- Jamie offered that he could speak with the company to see if there might be a

discount if multiple signs are purchased. Brian Zmolek moved that one speed sign should be purchased. He also stated that the township could borrow the county sign as a secondary. After discussion Brian modified his motion that the township should purchase two of the signs. Jamie Neisen seconded. All voted in favor and the motion passed.

Land Use Planning Workgroup –

- No report this month.

Metes & Bounds – Millie Meadow Estates Second –

- Roger Ihrke presented the staff report for the proposed change and recommends approval. Brian Zmolek moved to approve the request and Matt Kitzmann seconded. All voted in favor and the motion passed.

Metes & Bounds – Lot Line Shift – Fye / Steffen –

- Roger Ihrke presented the staff report and recommendation for approval.
- Matt Kitzmann moved to approve the change and Brian Zmolek seconded. All voted in favor and the motion passed.

Royal Oaks – GDP – Res R22-01-03A; Zone Change – Res R22-01-03B; Traffic Impact Report – Res R22-01-04A; Environmental Impact Report (EAW) – Res R22-01-05A –

- Roger Ihrke presented a summary of the report. He asked that the Board first consider accepting the EAW report and then consider the remaining requests.
- Nathan asked Roger to expand on what is being requested for approval. Roger stated that the EAW would point to whether a full Environmental Impact Study (EIS) is needed. Adopting the resolution of a negative declaration would mean the Board accepts the report that a full EIS is not required.
- A member of the public noted a general question whether an EAW is unbiased given that the consultant performing the work is paid by the developer.
- Jeff Broberg offered additional comments on the EAW. Nathan questioned what the Board's role is and whether approval of an EAW is a foregone conclusion. Jeff Broberg noted that as part of the EAW process there is a public review component.
- Matt Kitzmann moved to approve Res R22-01-05A and Brian Zmolek seconded. The motion passed 4-1 with Nathan Clarke voting nay.
- Jamie Neisen expressed some concern with the traffic impact report mainly since the Board has not had enough time to review the information.
- Bill Tointon spoke and provided some additional information in response to some questions that had been raised at the Planning & Zoning Commission meeting. Additional insight was provided by Dan Groteboer and Arthur Handelman about

future road connections. It was decided to delay action on the traffic impact resolution until the next meeting to see if clearer resolution language can be drafted.

- Roger presented information on the proposed GDP and zone change.
- Brian Zmolek moved to approve Res R22-01-03B and Matt Kitzmann seconded. The motion passed 4-1 with Nathan Clarke voting nay.
- Jamie Neisen asked what latitude the township has to moderate the speed limit on Meadow Crossing Road. Roger responded that it is dependent on traffic volumes and how a road is designated. Brian Zmolek moved to approve Res R22-01-03A based on the updated GDP and Matt Kitzmann seconded. The motion passed 4-1 with Nathan Clarke voting nay.

Millie Meadow Third GDP – Res R22-01-02A; Zone Change – Res R22-01-02B –

- Roger Ihrke presented the staff report and recommendation for approval.
- Jamie Neisen moved approval of the proposed GDP resolution and Brian Zmolek seconded. All voted in favor and the motion passed. Jamie Neisen moved approval of the proposed zone change resolution and Matt Kitzmann seconded. All voted in favor and the motion passed.

Zoning Ordinance Change – Re-use of Historic Structures –

- Roger Ihrke provided proposed text for the zoning ordinance to address re-use of historic structures.
- Matt Kitzmann moved to adopt the proposed language and asked that Roger draft an appropriate resolution. Jamie Neisen seconded. All voted in favor and the motion passed.

Road Acceptance – Millie Meadow Estates Second –

- This item is premature and does not require action at this time.

2022 Road Mileage Certification –

- Olmsted County provided a report to the township indicating a total of 29.61 miles of certified roadway. Pat McGowan spoke and stated he agrees with the total mileage. Jamie Neisen moved approval of the 2022 road mileage certification and Brian Zmolek seconded. All voted in favor and the motion passed. The clerk will file the approved report with Olmsted County.

ARPA Funds Usage – Res 2022_10_01 –

- Randy Staver provided an explanation as received from MAT as to why the resolution is needed. Jamie Neisen moved approval of the resolution and Nathan Clarke seconded. All voted in favor and the motion passed.

Accepting Dedication of Land for a Town Road – Res 2022_10_01 –

- Brian Zmolek moved approval and Jamie Neisen seconded. All voted in favor and the motion passed.

Investments – Reserve Funds –

- Based on discussion at the last meeting plus additional information provided by Jamie Neisen, Randy Staver reported that there are many banks offering straightforward checking accounts at approximately 2%. This is considerably more than the 0.30% received at our current bank. Roger Ihrke provided insight as to how TCPA handles fund reserves. They invest in CD's through a brokerage firm.
- Jamie suggested using the money market fund strategy. Randy was asked to research FDIC insurance limits to see what protection ns we have currently
- Jamie Neisen moved to allow the treasurer to move the reserve funds based on FDIC insured limits. Matt Kitzmann seconded. All voted in favor and the motion passed.

Credit Card –

- There are some purchases where the Board would like to use a credit card such as the recent purchase of shop floor grates. But the current limit on the credit card is \$1,000. Matt Kitzmann moved to have the treasurer see if the credit limit can be raised to \$10,000. Jamie Neisen seconded. All voted in favor and the motion passed.

Royal Oaks – Environmental Impact Report (EAW) – Res R22-01-05A –

- Roger Ihrke re-entered the meeting and stated there was some erroneous language in the findings portion of the EAW that had been adopted earlier in the meeting. He presented a corrected version. Matt Kitzmann moved to rescind the earlier adopted resolution and adopt the newly proposed resolution. Brian Zmolek seconded. The motion passed 4-1 with Nathan Clarke voting nay.

Reports:

Treasurer's Report –

- Treasurer Randy Staver reported. He noted additional detail provided for the main checking account to allow for significant designated funds including ARPA funds and funds designated for a road construction project. He also noted an expenditure this month of \$318,968.03 to Griffin Construction for the road project in Lilly 4. This project is expected to be completed by the end of October.
- Jamie Neisen moved approval of the treasurer's report. Matt Kitzmann seconded. All voted in favor and the motion passed.

Rochester Township Claims – Brian Zmolek moved and Nathan Clarke seconded to accept and pay Rochester Township claims #5126-5144 in the amount of \$357,249.79. All voted in favor and the motion passed.

JPB Claims – Jamie Neisen moved and Brian Zmolek seconded to accept and pay Joint Powers Board claims #5944-5970 and the Rochester Township share in the amount of \$21,657.51, and a payroll share of \$10,309.16. All voted in favor and the motion passed.

Road Maintenance Supervisor Report –

- Issue with signs being placed inappropriately in the Pavilion Estates development area. Pat picked up the signs.
- Lilly 4 road work is done.
- Preparing trucks for plowing.
- It was suggested that the township have a professional service inspection performed on heating and air conditioning equipment twice a year – spring and fall. Matt was asked to work with Tonna to get pricing.

TCPA Report –

- Jeff Orth reported. Rochester township continues to provide the most work for TCPA.
- There are two candidates for Roger's position who have been interviewed. Roger is reviewing the candidates. They are also looking for an administrative / clerical person. The clerical person would be an employee of TCPA.

Board of Adjustment Report –

- No meeting this month.

Planning and Zoning Commission Report –

- Nothing reported beyond what was stated earlier.

Board Chair Report –

- Nothing else to report. Jeff responds to questions from Pat as needed and things are going well.

Upcoming Meetings –

- Planning and Zoning Commission – November 7, 2022 – 7:00 pm.
- Joint Powers Board – October 21, 2022 – 9:00 am – Cascade town hall

Meeting Adjourned – Jamie Neisen moved to adjourn the meeting. Brian Zmolek seconded. All voted in favor and the motion passed. Meeting was adjourned at 11:25

pm.

Respectfully Submitted,

Randy Staver, Clerk / Treasurer

Jeff Orth, Chairman

DRAFT

Quote AMSQ3869-01

Valid through November 29, 2022

Prepared For:

Rochester Township
Matt Kitzmann
Phone:
4111 11th Avenue SW
Rochester, MN 55902
Matt.kitzmann@servicesolutionscenter.com

Prepared By:

Bryan Werner
Phone: 608-783-0949
Fax:
Email: bwerner@amsaudiovideo.com



Bryan Werner



Below is the interactive version of the quote, you can choose options and see the quote totals.

For the full presentation proposal, [click here](#) to view or download the PDF version of this quote. You can sign and fax this in, or you can save time by simply electronically accepting this quote below.

Line Item Detail

Qty	Description	Picture	Unit Price	Ext Price
Estimate: Conference Room Upgrade				
1	<p>** Boardroom Technology Solutions **</p> <ul style="list-style-type: none"> - Furnish and Install TBD Flat Panel Display using Chief Mounting Hardware - Furnish, Wire, and Install Crestron HDMI Extender for Display - Furnish, Wire, and Install Shure Microflex Advance Ceiling Array Microphone in Room - Furnish, Wire, and Install AVer 12X PTZ Camera in Room - Furnish, Wire, and Install Crestron Wall Plate HDMI Extender for Content Sharing - Furnish, Wire, and Install (4) QSC 6.5in In-ceiling Speakers in Room - Furnish and Install Dell Micro PC w/wireless Keyboard and Mouse in AV Rack - Furnish and Install Shure ANI-USB Bridge in AV Rack - Furnish and Install QSC 2-channel Amplifier in AV Rack - Furnish and Install TP-Link 8-port PoE Network Switch in AV Rack - Furnish and Install Middle Atlantic 16U AV Wall Rack w/Front Door, Power Conditioner, Shelves, Blanks, and Proper wire management - Provide Setup, Configuration, Programming, Calibration, and Tutorial of Systems - Provide AMS Essential Level Service Plan (First Year Included) <p>* 120V outlet for display and AV Rack by Others</p>		\$18,213.71	\$18,213.71
** Boardroom Display Options **				
<input checked="" type="checkbox"/>	(Qty 1) - Sony Professional 85in BRAVIA 4K HDR Professional Display - 3 year warranty		\$4,380.29	\$4,380.29
<input type="checkbox"/>	(Qty 1) - Sony Professional 75in BRAVIA 4K HDR Professional Display - 3 year warranty		\$3,330.63	\$3,330.63
<input type="checkbox"/>	<p>** Boardroom Advanced Wireless Microphone Option **</p> <ul style="list-style-type: none"> - Upgrade to Shure IntelliMix Audio Conferencing Processor in AV Rack - Furnish, Wire, and Install Shure 10-channel Microflex Wireless Access Points in Room - Furnish, Wire, and Install Shure 10-channel Networked Charging Station 		\$15,109.43	\$15,109.43

- Furnish and Install (6) Shure Microflex Wireless Desktop Base w/16in Gooseneck Microphones

- Furnish and Install (4) Shure Microflex Wireless Handheld Microphones
 - Provide Setup, Configuration, Programming, Calibration, and Tutorial of Systems

* Credit for Shure Microflex Advance Ceiling Array Microphone included

<input checked="" type="checkbox"/>	1	** Boardroom Basic Wireless Microphone Option **	\$7,717.43	\$7,717.43
		- Upgrade to Shure IntelliMix Audio Conferencing Processor in AV Rack - Furnish and Install (10) Shure SLXD Wireless Handheld Microphone Systems in AV Rack - Furnish and Install Shure Antenna Distribution System in AV Rack - Furnish and Install Shure 10-channel Audio Network Interface in AV Rack - Provide Setup, Configuration, Programming, Calibration, and Tutorial of Systems * Credit for Shure Microflex Advance Ceiling Array Microphone included		
<input checked="" type="checkbox"/>	1	** Shop Overflow Option **	\$4,274.05	\$4,274.05
		- Furnish and Install TBD Flat Panel Display using Chief Mounting Hardware - Furnish, Wire, and Install Crestron HDMI Extender for Display - Furnish, Wire, and Install (2) QSC 6.5in Surface Mount Speakers - Furnish and Install QSC 2-channel Amplifier in AV Rack - Furnish and Install Crestron 1x2 HDMI Splitter in AV Rack - Provide Setup, Configuration, Programming, Calibration, and Tutorial of Systems * 120V outlet for display by Others		
		** Shop Display Options **		
<input checked="" type="checkbox"/>		(Qty 1) - Sony Professional 85in BRAVIA 4K HDR Professional Display - 3 year warranty	\$4,380.29	\$4,380.29
<input type="checkbox"/>		(Qty 1) - Sony Professional 75in BRAVIA 4K HDR Professional Display - 3 year warranty	\$3,330.63	\$3,330.63
		** Service Plan Options (Year 2 and Beyond) **		
<input type="checkbox"/>		(Qty 1) - AMS Concierge Service Plan Includes (billed monthly) -Free Business Hours Remote Support -24/7 Support Access -Pro-Active System Monitoring -Discounted Member Service Rates for On-site and After-Hours On-site Support -One Year Labor Warranty from Date of Installation -Premium Priority Scheduling -Free After-Hours Remote Support -Semi-Annual System Check-Up -Product Discounts -Free Firmware Upgrades * Service Plan only includes equipment provided and installed AMS	\$100.00	\$100.00
<input type="checkbox"/>		(Qty 1) - AMS Essential Service Plan Includes (billed monthly) -Free Business Hours Remote Support -24/7 Support Access -Pro-Active System Monitoring -Discounted Member Service Rates for On-site and After-Hours On-site Support -One Year Labor Warranty from Date of Installation -Premium Priority Scheduling -Free After-Hours Remote Support -Annual System Check-Up * Service Plan only includes equipment provided and installed AMS	\$50.00	\$50.00
<input type="checkbox"/>		(Qty 1) - AMS Basic Service Plan Includes (billed monthly) -Free Business Hours Remote Support -24/7 Support Access -Pro-Active System Monitoring -Discounted Member Service Rates for On-site Support -One Year Labor Warranty from Date of Installation -Select Priority Scheduling * Service Plan only includes equipment provided and installed AMS	\$30.00	\$30.00

Update Totals

SubTotal: \$38,965.77
Shipping: \$0.00
Sales Tax: \$0.00

Total: \$38,965.77
Deposit Required: \$29,224.33

Payment Options

Terms / Check Purchase (deposit amount \$29,224.33)

\$29,224.33
deposit payment
(Quote Total \$38,965.77)

Ready to Accept?

Order Confirmation

We reserve the right to cancel orders arising from errors, inaccuracies, or omissions.

I agree to the terms and conditions of the above document and PDF attachment with an electronic signature below.

IP Address 71.37.220.76

PO Number

(Optional: Enter PO Number as your reference only.)

Comments

Email

Address

Matt.kitzmann@servicesolutionscenter.cor

Printed Name

Signature

"signatures" could include: /john smith/; /js/; /js123/, etc

(Note: After accepting you will have the opportunity to provide payment.)

Uploads Area

Have Questions?

Not Ready To Accept? Have Questions?

(Note, you will receive a copy of your message by email.)

No questions posted yet.

Time expressed in Central Daylight Time UTC-05:00

This page was created using QuoteValet - The online quote delivery and acceptance vehicle for QuoteWerks.



A sign of the future.

PROFORMA INVOICE

New Remittance Address

**All Traffic Solutions Inc.
14201 Sullyfield Cr., Ste 300 Chantilly, VA 20151**

Phone: 814-237-9005 Fax: 814-237-9006

Tax ID: 25-1887906

DUNS: 001225114

GSA Contract # GS-07F-6092R

Invoice No.
SIN099449

Invoice Date
10/26/2022

Order No.
SO-032638

Customer Purchase Order
None

Bill To:
Rochester Township MN
4111 11th St. SW
Rochester, MN 55902
Jamie Neisen

Ship To:
Rochester Township MN
Jamie Neisen
4111 11th St. SW
Rochester, MN 55902

Payment Terms: Net 30
Shipping Instructions: None

Ship Via:

Item No.	Description	Qty Ord	Qty Ship	Qty Back	Unit Price	Ext Price
4000566	Shield 15 Speed Display; base unit w/ mounting bracket	2	0	2	\$3,245.00	\$6,490.00
4000750	App, Mobile User Interface perpetual license	1	0	1	\$0.00	\$0.00
4001626	VZW communications prep	2	0	2	\$0.00	\$0.00
4000519	Traffic Data Collection; stores vehicle statistics locally for later analysis	2	0	2	\$500.00	\$1,000.00
4000716	Solar battery kit, (Sh12,Sh15,SA18,iA18): 26Ah batt & enclosure, w/ solar controller	2	0	2	\$426.00	\$852.00
4000659	Solar panel, 50W; includes bracket for pole and harness	2	0	2	\$450.00	\$900.00
4001299	3 Year Warranty	2	0	2	\$0.00	\$0.00
4001190	Discount - New Purchase	1	0	1	(\$1,000.00)	(\$1,000.00)
4000641	Shipping and Handling Common Carrier	1	0	1	\$350.00	\$350.00
4000631	Bluetooth: allows wireless control from any Bluetooth enabled device (sold separately)	2	0	2	\$400.00	\$800.00

Sale Amount \$9,392.00
Sales Tax \$0.00
Balance USD: \$9,392.00

**ACH payment preferred.
Banking information below:**

Pacific Western Bank
406 Blackwell St. # 240
Durham, NC 27701 US
Routing: 122238200
Swift Code: FNSDUS6D

Account: 1001920972

**Check or credit card payment also accepted send
to the address listed at the top of the invoice.**

For all inquiries, please email:

accountsreceivable@alltrafficsolutions.com

IRS Form W-9 available upon request

TOWNSHIP COOPERATIVE PLANNING ASSOCIATION

4111 11th Avenue SW Room 10
Rochester, MN 55902

Phone: (507) 529-0774
Fax: (507) 281-6821



Roger Ihrke, Administrator
David H. Meir, Administrator

roger@tcpamn.org
david@tcpamn.org

-- TCPA --

Date: 11/1/2022

To: Rochester Township Board
GMR, LLC
Howard Johnson

Re: Metes and Bounds Subdivision
Section 29

Permit: RTMB-22-03

Meeting: Thursday, November 10th, 2022; after 7:00 PM – Rochester Town Hall

Owner: Howard Johnson – 2113 28th St SE, Rochester, MN 55904

Applicant: GMR, LLC – 2314 Scenic Park Place SW, Rochester, MN 55902

Requested Action: The owner/applicant's parcel is comprised of one tax parcel totaling 67 +/- acres. The owner/applicant is requesting to subdivide this parcel to allow for the platting and development of Millie Meadow Estates Third Subdivision and keep the remaining as a potentially buildable non-farm parcel.

The property labeled as "Parcel A" (41.9 acres) on the survey was rezoned by the Rochester Township Board on October 13, 2022, from A-2 Agricultural Protection District to R-1 Low Density Residential District. This parcel is the proposed location of Millie Meadow Estates Third Subdivision. The preliminary plat for this subdivision is scheduled to be presented to the Rochester Township Planning Commission on November 7, 2022.

The remainder of the property, labeled "Parcel B" (24.75 acres) on the survey, remained zoned as A-2 Agricultural Protection District. This report will consider the remaining 24.75 acres and whether it meets the criteria as a buildable non-farm parcel.

Location: Parcel #: 642922070973 – Lying primarily in the W1/2 of the NW1/4 of Section 29. SECT-29 TWP-106 RANGE-014 67.00 AC W1/2 NW1/4 SEC 29 LESS N230.71FT OF W 566FT ALSO LESS TH PT DES AS FOL COM NWCOR NW1/4 TH N 89 DEG 56'16"E AL N LN NW1/4 566FT TO PT OF BEG TH CONT N 89 DEG 56'16"E AL SD

N LN 388.42FT TH S 04 DEG 26'46"E 304.17FT TH S 01 DEG 03'47"E 303.42FT TH S 89 DEG 56'16"W 918.97FT TH N 00 DEG 07'34"E 375.95FT TH N 89 DEG 56'16"E 500FT TH N 00 DEG 07'34"E 230.71FT TO PT OF BEG SEC 29-106-14

Zoning: R-1; Low Density Residential & A-2; Agricultural Protection District

Attachments:

1. Application Form
2. Location/Plat Map
3. Legal Descriptions
4. Aerial Photo Map
5. Zoning Map
6. Soils Map
7. Flood Soils Map
8. Proposed surveys by applicant

Ordinance: Section 5.02 A-2; AGRICULTURAL PROTECTION DISTRICT:

A. Permitted Uses:

1. Uses permitted in Section 5.00 (A) Permitted Uses, of A-1 Agricultural District, except that animal feedlots permitted under Section 5.00 b. (A) 2, shall not exceed 500 animal units. The definition of a farm for this district is "a lot used for agricultural or horticultural uses and (1) comprised of at least thirty-five (35) acres, or (2) comprised of at least an undivided quarter-quarter section, less no more than five (5) acres, including the abutting public road right-of-way to the centerline. However, if the right-of-way is owned by the road authority in fee simple, then the abutting public right-of-way shall not be included in determining parcel area".

D. Standards for Non-farm Lots or Dwellings: Non-farm lots or dwellings shall be permitted only when they comply with all of the following standards:

1. No more than one non-farm lot per quarter-quarter section. Should a quarter-quarter section contain a buildable non-farm lot, no additional dwelling shall be permitted.
2. Any non-farm lot shall contain at least one (1) acre of non-prime agricultural soils with a crop equivalent rating of 55 or less. When a dwelling, which is not a mobile home, existed in its present location prior to April 16, 1983, this standard shall not apply.
3. No non-farm dwelling shall be permitted in areas identified as wetlands or flood plain.

4. No non-farm dwelling shall be located within one-fourth (1/4) mile of an animal feedlot or manure storage facility not located on the same non-farm lot.

Analysis:

The owner/applicant's parcel is comprised of one tax parcel totaling 67 +/- acres. The owner/applicant is requesting to subdivide this parcel to allow for the platting and development of Millie Meadow Estates Third Subdivision and keep the remaining as a buildable non-farm parcel.

“Parcel A”: This, 41.90 +/- acre, proposed parcel lies within the West 1/2 of the NW 1/4. It is the intention of the owner/applicant to develop this area. This area is proposed to be the Millie Meadow Estates Third Subdivision and has already been rezoned to R-1; Low Density Residential.

“Parcel B”: This, 24.75 +/- acre, proposed parcel lies within the West 1/2 of the NW 1/4. This analysis will consider the remaining 24.75 acres and whether it meets the criteria as a buildable non-farm parcel

Non-Farm Criteria:

1. There are multiple dwellings in the NW 1/4 of the NW 1/4 of section 29 so this area of “Parcel B” is considered non buildable. However, there are no other dwellings within the SW1/4 of the NW1/4 of Section 29. This criterion is met.
2. While there are flood and hydric soils on this parcel there is more than sufficient room, outside of those flood soils in the SW1/4 of the NW1/4 of Section 29, for a dwelling. Those hydric soils bisect the proposed parcel from east to west. To reach the SW1/4 of the NW1/4 where this parcel would be buildable – with regard to density – would require a wetland delineation to determine the potential for working through this area with a driveway. This criterion for creating this parcel as a potentially buildable site is met. The final determination as to whether or not the parcel could be built on would hinge on the wetland delineation.
3. At least one or more acre of this proposed parcel has soils with CER's of 55 or less. This criterion is met.
4. There is an animal feedlot within a quarter mile or less of this proposed parcel. However, there is sufficient area within this proposed parcel outside of this quarter mile buffer to be considered buildable. This criterion is met.

Access:

Proposed “Parcel A” will gain access through the previous phases of the Millie Meadow Estates Subdivision via an extension of Pagenhart Lane SW.

Proposed “Parcel B” currently has field access from County Road 117/40th Street SW. The applicant will need to work with Olmsted County Public Works to obtain a change of use access permit from agricultural to residential when/if a residence is proposed.

Staff recommendations:

Staff recommends approval of this non-farm parcel subdivision the proposed parcel meets the criteria for non-farm size dwelling parcel in the A-2; Agricultural Protection District zone.

Approval of this proposal should be conditioned on the following;

1. The owner and/or applicant provide a survey that meets the Township requirements with respect to setbacks, area, width, depth and access.
2. Approval is subject to potential forthcoming comments from Olmsted County Public Works regarding access, right-of-way needs and open wells.

TOWNSHIP COOPERATIVE PLANNING ASSOCIATION – ZONING APPROVAL OF METES & BOUNDS SUBDIVISION APPLICATION

You can fill in the fields on this form on your computer or print the form and fill it in by hand.

4111 11th Avenue SW Room 10
Rochester, MN 55902

-- **TCPA** --

RTMB-22-03

(507)529-0774

Fax: (507) 281-6821

TOWNSHIP Rochester

DATE 10/20/2022

INSTRUCTIONS: complete this application form and return it to the Township Cooperative Planning Association with all required materials and the application fee. The Administrator will review the application for compliance with the Zoning Ordinance. If all requirement(s) of the Zoning Ordinance are met, the application will be forwarded to the Township Board of Supervisors for review at the monthly Town Board meeting. The applicant will be notified of the date and time of the meeting and should attend to answer any questions the Board may have.

After approval by the Town Board of Supervisors, an application will be submitted with the Certificate of Survey to the Olmsted County Planning Department and Public Works for their approval to complete the process. The Applicant will also be required to pay any fees associated with this process.

Legal Description of the property to be subdivided as it exists at the present time:

See legal description

Plat # _____

Parcel # 64.29.22.070973

Reason for subdividing land:

To split PID#64.29.22.070973 which will allow for the development and platting of Millie Meadow Estates Third subdivision.

Please attach a site plan with accurate scaled drawing of the proposed subdivision!

Property Owner Howard Johnson

Applicant GMR LLC

Address 2113 28th St SE

Address 2314 Scenic Park Place SW

Rochester MN 55904
City State Zip code

Rochester MN 55902
City State Zip code

Telephone 507-250-3430

Telephone (507) 281-9800

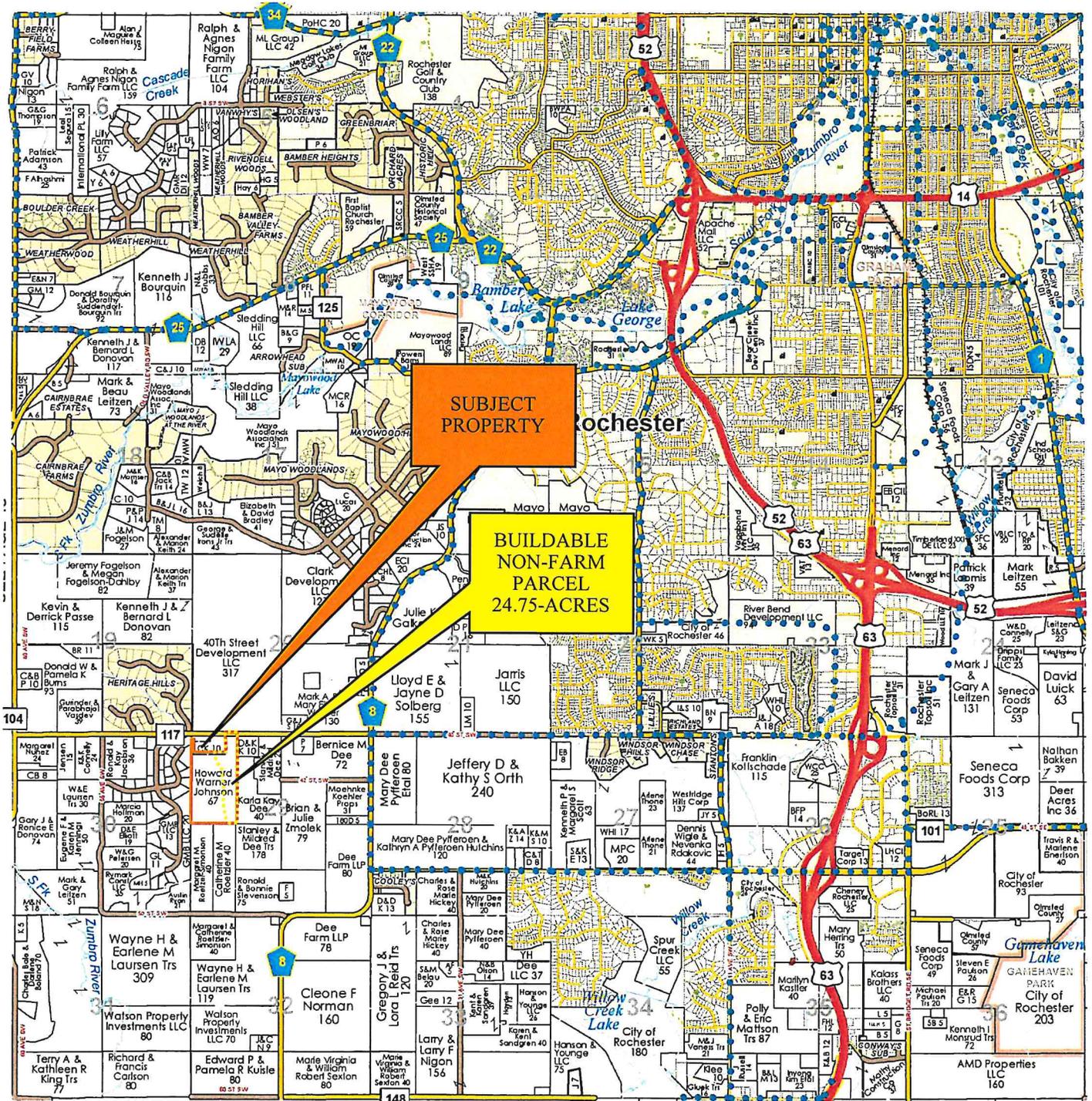
Signature *Howard Johnson*

Signature *Garrett for GMR LLC*

Return the completed application with accurate site plan identifying the property as it exists and proposed metes and bounds subdivision. Also include on the site plan any existing buildings, wells, septic systems, and other structures and their distances from the propose property line. A Certificate of Survey will be required after approval of the subdivision by the Town Board.

An application fee of \$816.00 is required to process the application. Please submit a check made payable to **TCPA** with this application. It will not be processed until the fee is submitted.

PLAT MAP

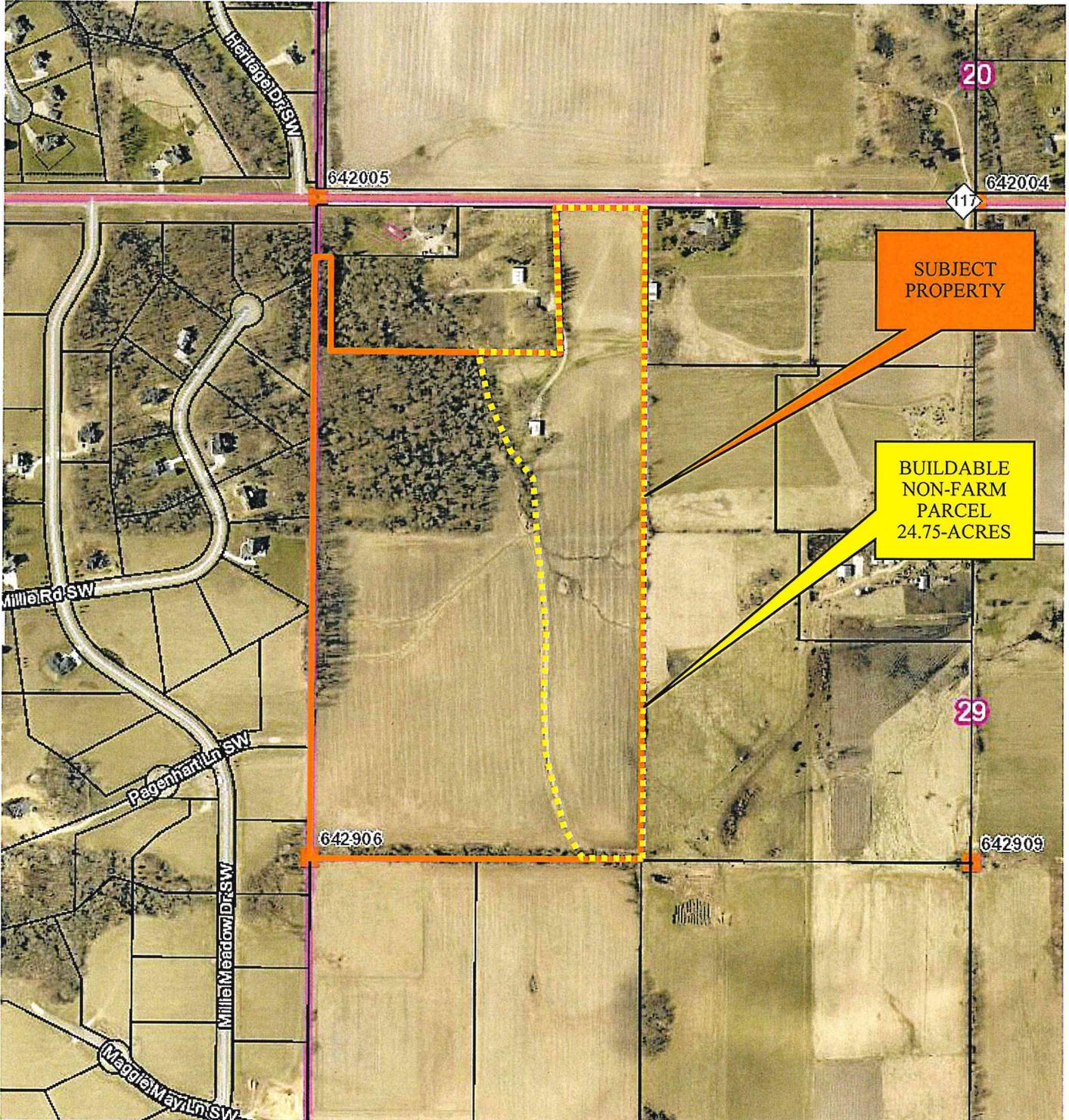


LEGAL DESCRIPTION:

Parcel #: 642922070973 - SECT-29 TWP-106 RANGE-014 67.00 AC W1/2 NW1/4 SEC 29 LESS N230.71FT OF W 566FT ALSO LESS TH PT DES AS FOL COM NWCOR NW1/4 TH N 89 DEG 56'16"E AL N LN NW1/4 566FT TO PT OF BEG TH CONT N 89 DEG 56'16"E AL SD N LN 388.42FT TH S 04 DEG 26'46"E 304.17FT TH S 01 DEG 03'47"E 303.42FT TH S 89 DEG 56'16"W 918.97FT TH N 00 DEG 07'34"E 375.95FT TH N 89 DEG 56'16"E 500FT TH N 00 DEG 07'34"E 230.71FT TO PT OF BEG SEC 29-106-14

TCPA
 4111 11th Avenue SW
 Rochester, MN 55902
www.tcpamn.org
 507-529-0774

AERIAL PHOTO MAP

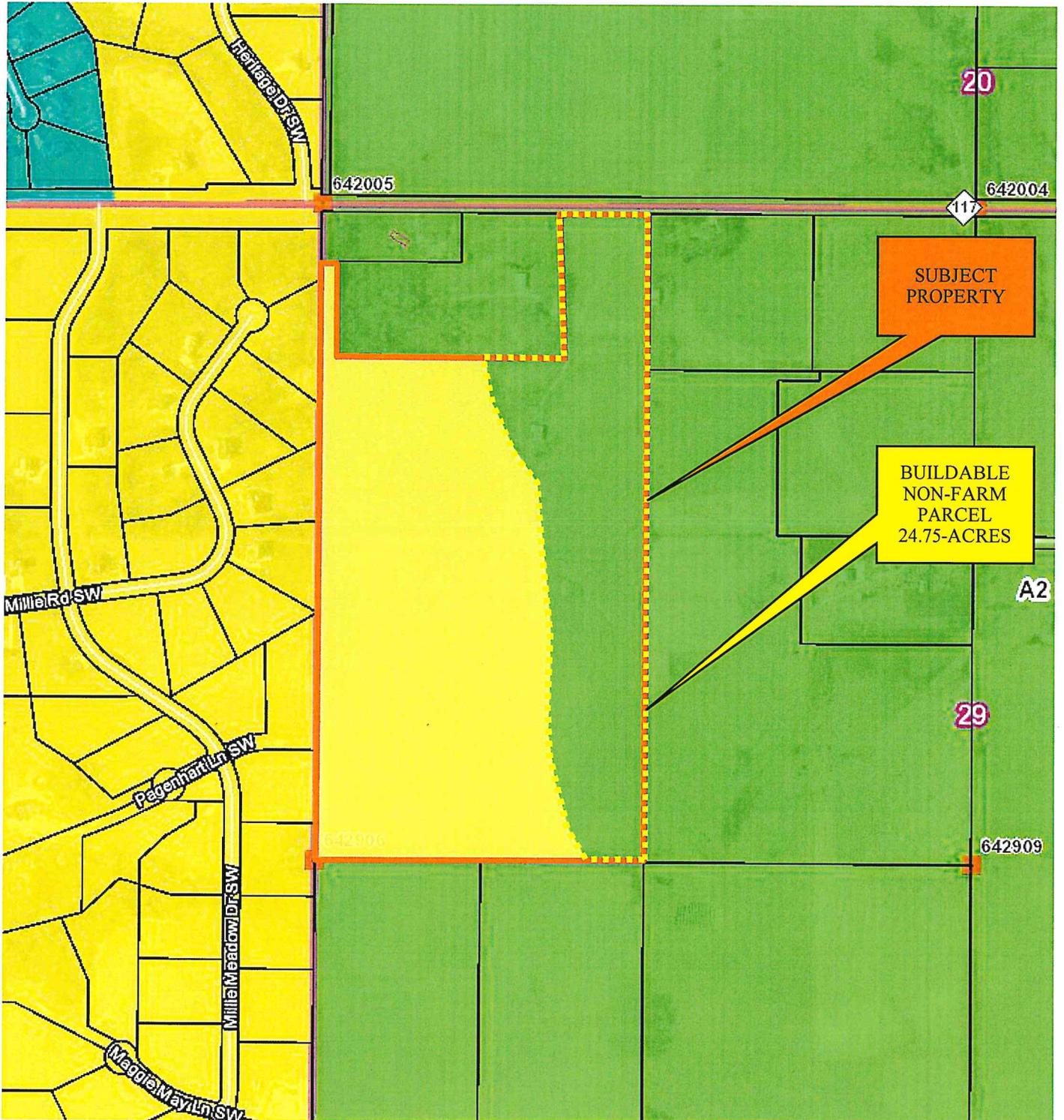


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ZONING MAP

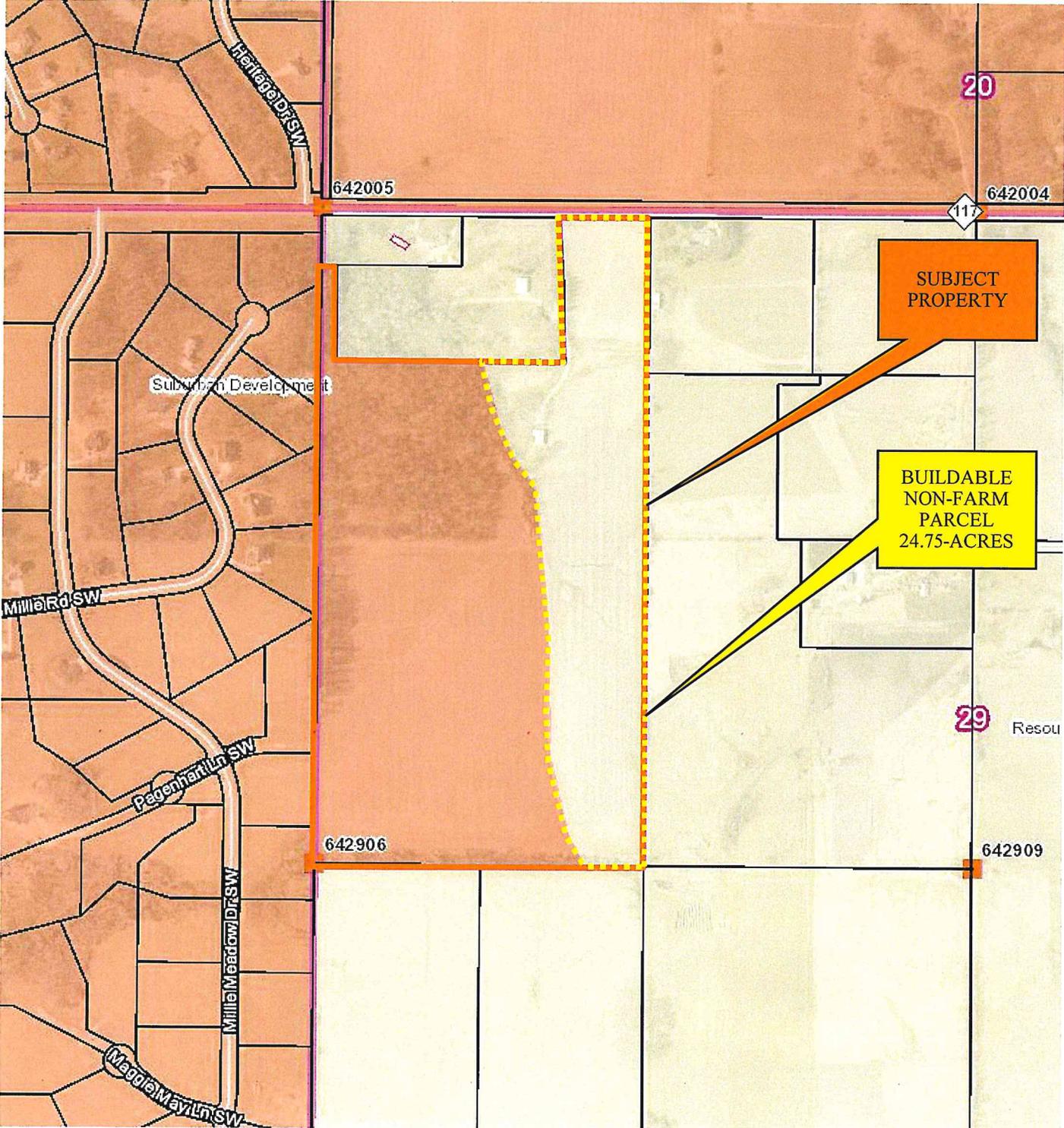


LEGAL DESCRIPTION:

Parcel #: 642922070973 - SECT-29 TWP-106 RANGE-014 67.00 AC W1/2 NW1/4 SEC 29 LESS N230.71FT OF W 566FT ALSO LESS TH PT DES AS FOL COM NWCOR NW1/4 TH N 89 DEG 56'16"E AL N LN NW1/4 566FT TO PT OF BEG TH CONT N 89 DEG 56'16"E AL SD N LN 388.42FT TH S 04 DEG 26'46"E 304.17FT TH S 01 DEG 03'47"E 303.42FT TH S 89 DEG 56'16"W 918.97FT TH N 00 DEG 07'34"E 375.95FT TH N 89 DEG 56'16"E 500FT TH N 00 DEG 07'34"E 230.71FT TO PT OF BEG SEC 29-106-14

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OLMSTED COUNTY LAND USE PLAN

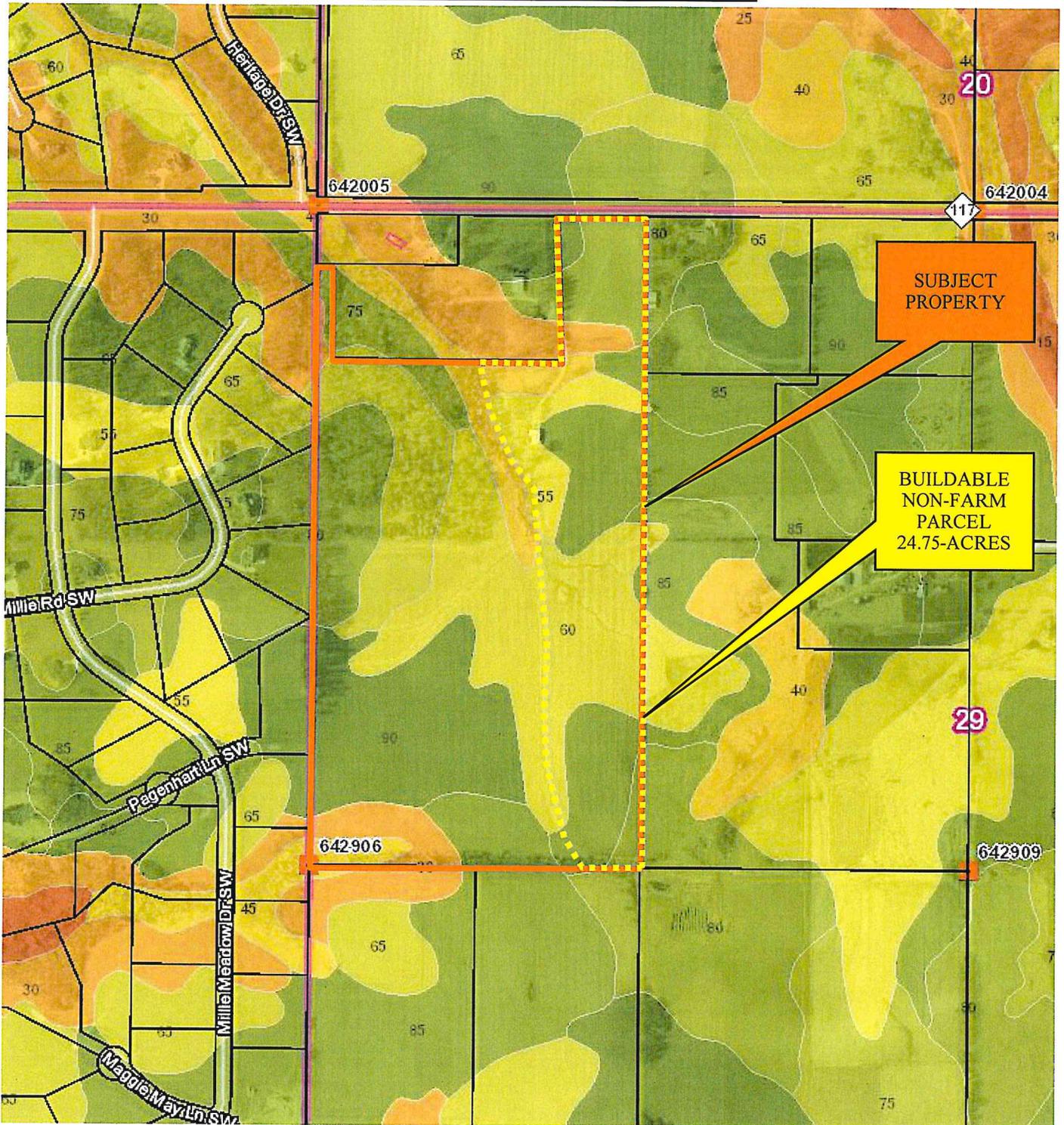


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Rochester, MN 55902
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SOIL CER MAP

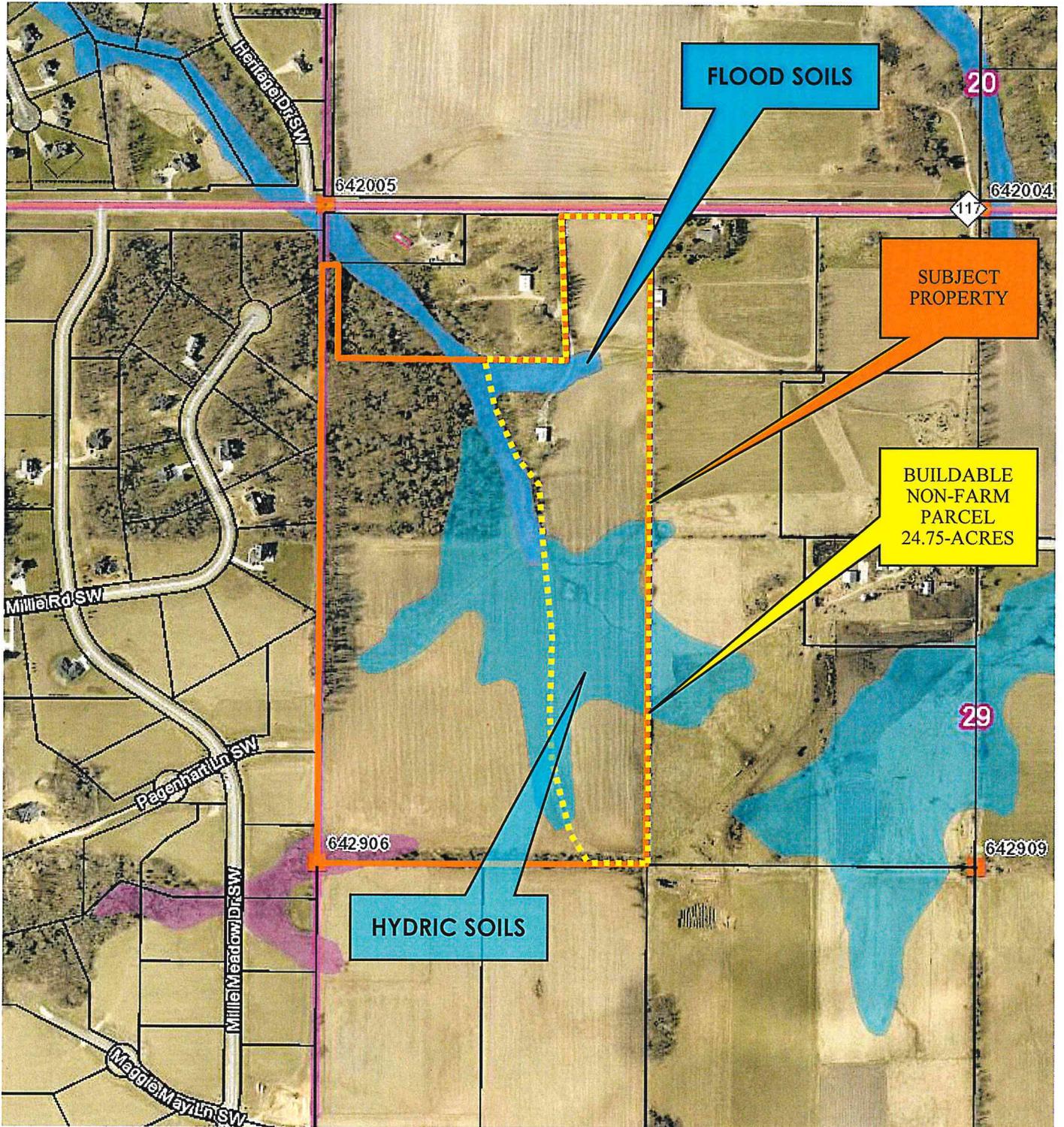


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FLOOD & HYDRIC SOILS MAPS

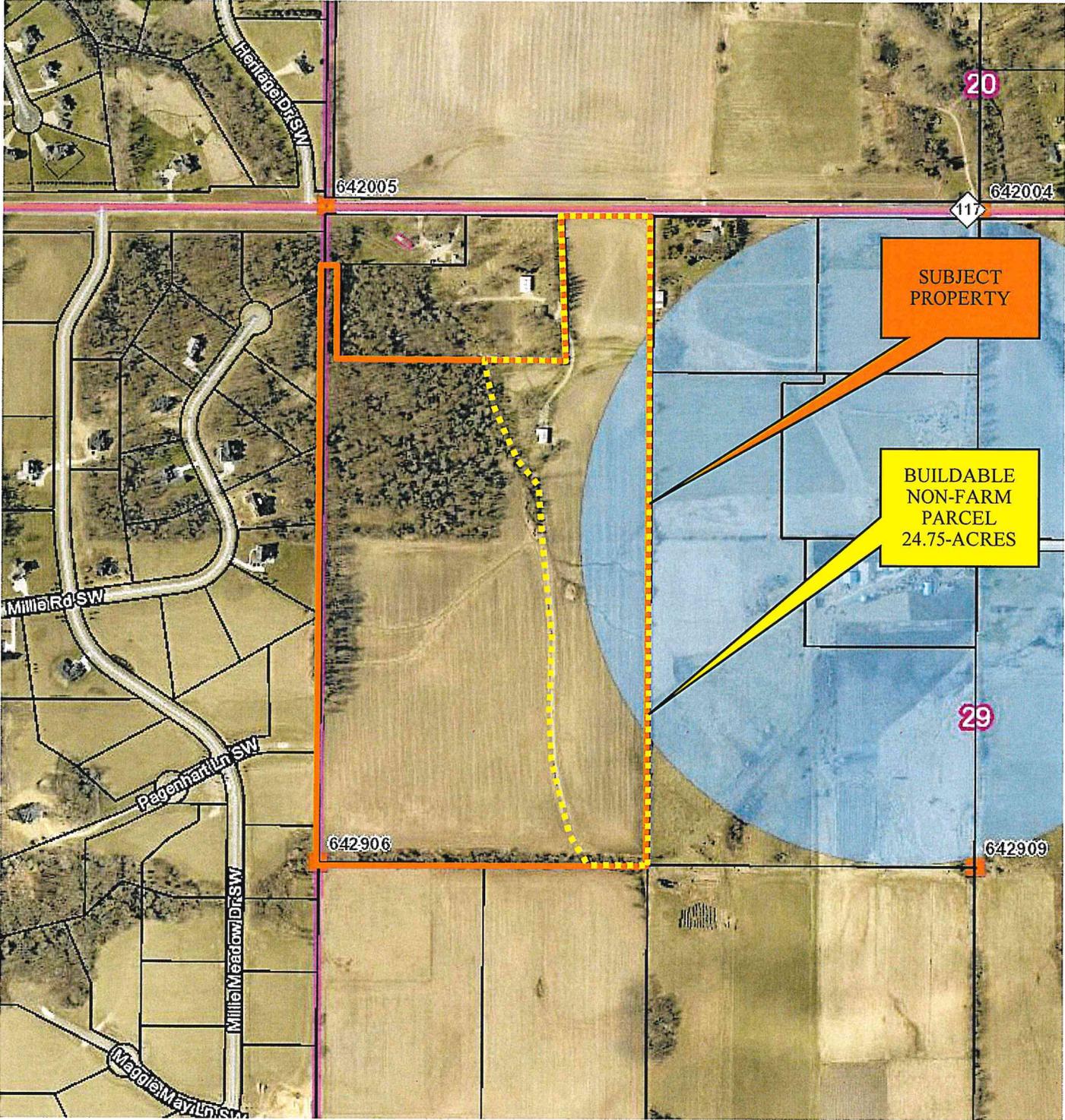


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FEEDLOT BUFFER MAP



LEGAL DESCRIPTION:

Parcel #: 642922070973 - SECT-29 TWP-106 RANGE-014 67.00 AC W1/2 NW1/4 SEC 29 LESS N230.71FT OF W 566FT ALSO LESS TH PT DES AS FOL COM NWCOR NW1/4 TH N 89 DEG 56'16"E AL N LN NW1/4 566FT TO PT OF BEG TH CONT N 89 DEG 56'16"E AL SD N LN 388.42FT TH S 04 DEG 26'46"E 304.17FT TH S 01 DEG 03'47"E 303.42FT TH S 89 DEG 56'16"W 918.97FT TH N 00 DEG 07'34"E 375.95FT TH N 89 DEG 56'16"E 500FT TH N 00 DEG 07'34"E 230.71FT TO PT OF BEG SEC 29-106-14

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 507-529-0774

ROCHESTER TOWNSHIP

**RESOLUTION AUTHORIZING SNOW REMOVAL AGREEMENT
RESOLUTION NO. RES2021_11_01**

WHEREAS, Ed Clark IS THE DEVELOPER (“Developer”) of the plat in Mayo Woodlands Third (Glenwood Road SW) (“Plat”) located in Rochester Township, Olmsted County, State of Minnesota;

And WHEREAS, Developer has dedicated certain rights of way for roadway and street purposes within said Plat to the Township of Rochester (“Platted Public Road”);

And WHEREAS, Developer has a duty and obligation to finish construction and improvement of said Platted Public Roads, and bring said Platted Public Roads up to township road standards;

And WHEREAS, Developer acknowledges its obligation to finish improvement of such Platted Public Roads and bring such Platted Public Roads up to Township road standards;

And WHEREAS, members of the public who reside within the aforementioned Plat have requested of Developer and the Township that the Platted Public Roads be cleared of snow so they are passable;

And WHEREAS, the Township has indicated its willingness to remove snow (snow removal only) on Platted Public Roads, so long as the Town is not deemed to have accepted such Platted Public Roads as Township roads, and further, so long as Developer agrees and understands that it will not claim that the Township has accepted such Platted Public Roads as Township roads, nor will Developer attempt to evade any of its responsibility to complete and upgrade the Platted Public Roads based on the Township agreeing to remove snow on the Platted Public Roads;

NOW THEREFORE, in exchange for the mutual agreements herein and at a cost of **\$0.65 per foot, distance of 7,020 feet, at a total cost of \$4,563.00 to the Developer, payable to Joint Powers Board**, the parties agree as follows:

1. The Township of Rochester shall remove snow from the Platted Public Roads located in the Plat to a reasonably passable condition for the 2021-2022 snow season.

2. Developer acknowledges a substantial benefit provided to Developer by the Township's willingness to remove snow from these Platted Public Roads in the form of reduced complaints, claims and other concerns that Developer might face from its residents/purchasers, and adequate consideration for this Agreement.
3. Developer specifically agrees and acknowledges that the Town maintains full discretion pursuant to Minn. Stat. § 164.08, and other applicable statutes and authorities, to determine at any time that it is no longer in the public interest to remove snow from the Platted Public Roads located within the Plat and to unilaterally discontinue said snow removal.
4. Developer specifically agrees that by undertaking the snow removal described in this Agreement and **Resolution No. 2021_11_01**, the Township does not accept the Platted Public Roads as Township roads, and binds itself to no future obligation for maintenance or upgrade of the Platted Public Roads.
5. Developer agrees that it cannot and will not argue before the Township, the County, any court of this State, or United States, or any other authority, that the Town has accepted the Platted Public Roads in question, or bound itself in any way to future maintenance of the Platted Public Roads in question. By way of example, and not by limitation, Developer agrees that it will not bring an impassible road complaint pursuant to Minn. Stat. § 163.16. Developer specifically agrees that it, its successors, heirs and assigns shall be bound by this agreement until such time as the Township passes a formal resolution accepting the Platted Public Roads located within the Plat.
6. Developer acknowledges that the Township will not pass a resolution accepting the roads until such time as Developer constructs and maintains the Platted Public Roads to appropriate Township road standards, to a reasonable satisfaction of the Township engineer and Town Board. Developer acknowledges its responsibility to construct and maintains said roads, at its own cost, to Township specifications, as specified in the Developer's Agreement.

Adopted this _____ day of _____, 20__.

BY THE BOARD

Town Chairperson

Developer

Mayo Woodlands Third
Development

Attest: _____
Town Clerk

ROCHESTER TOWNSHIP

**RESOLUTION AUTHORIZING SNOW REMOVAL AGREEMENT
RESOLUTION NO. RES2021_11_02**

WHEREAS, Gene Peters and Mark Hanson ARE THE DEVELOPERS (“Developer”) of the plat in Lilly Farm 3 and 4 (“Plat”) located in Rochester Township, Olmsted County, State of Minnesota;

And WHEREAS, Developer has dedicated certain rights of way for roadway and street purposes within said Plat to the Township of Rochester (“Platted Public Road”);

And WHEREAS, Developer has a duty and obligation to finish construction and improvement of said Platted Public Roads, and bring said Platted Public Roads up to township road standards;

And WHEREAS, Developer acknowledges its obligation to finish improvement of such Platted Public Roads and bring such Platted Public Roads up to Township road standards;

And WHEREAS, members of the public who reside within the aforementioned Plat have requested of Developer and the Township that the Platted Public Roads be cleared of snow so they are passable;

And WHEREAS, the Township has indicated its willingness to remove snow (snow removal only) on Platted Public Roads, so long as the Town is not deemed to have accepted such Platted Public Roads as Township roads, and further, so long as Developer agrees and understands that it will not claim that the Township has accepted such Platted Public Roads as Township roads, nor will Developer attempt to evade any of its responsibility to complete and upgrade the Platted Public Roads based on the Township agreeing to remove snow on the Platted Public Roads;

NOW THEREFORE, in exchange for the mutual agreements herein and at a cost of **\$0.65 per foot, distance of 3,273 feet, at a total cost of \$2,127.45 to the Developer, payable to Joint Powers Board**, the parties agree as follows:

1. The Township of Rochester shall remove snow from the Platted Public Roads located in the Plat to a reasonably passable condition for the 2021-2022 snow season.

2. Developer acknowledges a substantial benefit provided to Developer by the Township's willingness to remove snow from these Platted Public Roads in the form of reduced complaints, claims and other concerns that Developer might face from its residents/purchasers, and adequate consideration for this Agreement.
3. Developer specifically agrees and acknowledges that the Town maintains full discretion pursuant to Minn. Stat. § 164.08, and other applicable statutes and authorities, to determine at any time that it is no longer in the public interest to remove snow from the Platted Public Roads located within the Plat and to unilaterally discontinue said snow removal.
4. Developer specifically agrees that by undertaking the snow removal described in this Agreement and **Resolution No. 2021_11_02**, the Township does not accept the Platted Public Roads as Township roads, and binds itself to no future obligation for maintenance or upgrade of the Platted Public Roads.
5. Developer agrees that it cannot and will not argue before the Township, the County, any court of this State, or United States, or any other authority, that the Town has accepted the Platted Public Roads in question, or bound itself in any way to future maintenance of the Platted Public Roads in question. By way of example, and not by limitation, Developer agrees that it will not bring an impassible road complaint pursuant to Minn. Stat. § 163.16. Developer specifically agrees that it, its successors, heirs and assigns shall be bound by this agreement until such time as the Township passes a formal resolution accepting the Platted Public Roads located within the Plat.
6. Developer acknowledges that the Township will not pass a resolution accepting the roads until such time as Developer constructs and maintains the Platted Public Roads to appropriate Township road standards, to a reasonable satisfaction of the Township engineer and Town Board. Developer acknowledges its responsibility to construct and maintains said roads, at its own cost, to Township specifications, as specified in the Developer's Agreement.

Adopted this _____ day of _____, 20____.

BY THE BOARD

Town Chairperson

Developer

Lilly Farm 3 & 4

Development

Attest: _____
Town Clerk

ROCHESTER TOWNSHIP

**RESOLUTION AUTHORIZING SNOW REMOVAL AGREEMENT
RESOLUTION NO. RES2021_11_03**

WHEREAS, Gene Peters and Mark Hanson ARE THE DEVELOPERS (“Developer”) of the plat in Millie Meadow Estates (“Plat”) located in Rochester Township, Olmsted County, State of Minnesota;

And WHEREAS, Developer has dedicated certain rights of way for roadway and street purposes within said Plat to the Township of Rochester (“Platted Public Road”);

And WHEREAS, Developer has a duty and obligation to finish construction and improvement of said Platted Public Roads, and bring said Platted Public Roads up to township road standards;

And WHEREAS, Developer acknowledges its obligation to finish improvement of such Platted Public Roads and bring such Platted Public Roads up to Township road standards;

And WHEREAS, members of the public who reside within the aforementioned Plat have requested of Developer and the Township that the Platted Public Roads be cleared of snow so they are passable;

And WHEREAS, the Township has indicated its willingness to remove snow (snow removal only) on Platted Public Roads, so long as the Town is not deemed to have accepted such Platted Public Roads as Township roads, and further, so long as Developer agrees and understands that it will not claim that the Township has accepted such Platted Public Roads as Township roads, nor will Developer attempt to evade any of its responsibility to complete and upgrade the Platted Public Roads based on the Township agreeing to remove snow on the Platted Public Roads;

NOW THEREFORE, in exchange for the mutual agreements herein and at a cost of **\$0.65 per foot, distance of 2,355 feet, at a total cost of \$1,530.75 to the Developer, payable to Joint Powers Board**, the parties agree as follows:

1. The Township of Rochester shall remove snow from the Platted Public Roads located in the Plat to a reasonably passable condition for the 2020-2021 snow season.

2. Developer acknowledges a substantial benefit provided to Developer by the Township's willingness to remove snow from these Platted Public Roads in the form of reduced complaints, claims and other concerns that Developer might face from its residents/purchasers, and adequate consideration for this Agreement.
3. Developer specifically agrees and acknowledges that the Town maintains full discretion pursuant to Minn. Stat. § 164.08, and other applicable statutes and authorities, to determine at any time that it is no longer in the public interest to remove snow from the Platted Public Roads located within the Plat and to unilaterally discontinue said snow removal.
4. Developer specifically agrees that by undertaking the snow removal described in this Agreement and **Resolution No. 2020_11_03**, the Township does not accept the Platted Public Roads as Township roads, and binds itself to no future obligation for maintenance or upgrade of the Platted Public Roads.
5. Developer agrees that it cannot and will not argue before the Township, the County, any court of this State, or United States, or any other authority, that the Town has accepted the Platted Public Roads in question, or bound itself in any way to future maintenance of the Platted Public Roads in question. By way of example, and not by limitation, Developer agrees that it will not bring an impassible road complaint pursuant to Minn. Stat. § 163.16. Developer specifically agrees that it, its successors, heirs and assigns shall be bound by this agreement until such time as the Township passes a formal resolution accepting the Platted Public Roads located within the Plat.
6. Developer acknowledges that the Township will not pass a resolution accepting the roads until such time as Developer constructs and maintains the Platted Public Roads to appropriate Township road standards, to a reasonable satisfaction of the Township engineer and Town Board. Developer acknowledges its responsibility to construct and maintains said roads, at its own cost, to Township specifications, as specified in the Developer's Agreement.

Adopted this _____ day of _____, 2021.

BY THE BOARD

Town Chairperson

Developer

Millie Meadow Estates
Development

Attest: _____
Town Clerk



**ROCHESTER TOWNSHIP
TCPA LOCATION
4111 11TH AVENUE SW
ROCHESTER, MN 55902**



**H.V.A.C.
CUSTOMIZED SERVICE PROGRAM**

**Prepared By:
Christa Vande
Client Service Manager | Planned Maintenance Coordinator**

Commercial Maintenance Proposal

November 2, 2022

Hi Matt,

Tonna Mechanical has been serving the Rochester and surrounding communities for over 45 years. We know that you have other choices and appreciate you taking the time to review this proposal for preventive maintenance at Township Cooperative Planning Association. We are a full-service HVAC, plumbing and refrigeration contractor. We also offer services such as radon testing and mitigation, duct cleaning and sealing and much more. We strive to be a one stop shop for all of your needs! With the trades that we offer, our experience and our on-site advanced training environment, we are able to cater to your business' unique situation by offering this custom proposal.

Our primary objective is to help eliminate problems related to operating your building. We want to find the small problems and offer solutions before they become a bigger issue. With these recommendations, we hope to help you:

- Restore operation of the equipment as the manufacturers' intended so it will operate for as long as the equipment was designed to last.
- Reduce overall operating costs and expenses
- Improve equipment efficiency
- Provide you general peace of mind related to the HVAC systems

After a careful review of your mechanical systems, we are pleased to present this customized planned preventive maintenance program.

Thank you again for your time, we look forward to working with you,

Respectfully,

Tonna Mechanical

Christa Vande

Christa@calltonna.com

Client Service Manager | Planned Maintenance Coordinator



**1440 Industrial Drive NW
Rochester, MN 55901
(507) 288-1908**

A Proposal for Rochester Township: TCPA

Bi-annual maintenance: This bid includes two annual visits; one full PM during heating season and one full PM during cooling season. All maintenance labor and maintenance material for these visits is included in this price. In addition to maintenance visits, becoming a Commercial Comfort Club Member offers additional benefits such as discounted labor rates, priority service, employee discounts and more.

Our current labor rate for non-members is \$135 and hour. Our commercial customers receive a \$15 per hour discount off of labor rates for any services completed outside of the scops of maintenance. Based on current rates, your labor rate would be \$120 per hour if you become a member.

Estimated maintenance and technical inspection SPRING:	\$285.00
Estimated maintenance and technical inspection FALL:	\$285.00
Total Annual Maintenance Expense	\$570.00

SERVICES & BENEFITS	5 Year	3 Year	1 Year
24 HR Service	✓	✓	✓
Custom Business Plan & Budget Friendly	✓	✓	✓
Discounted Service	✓	✓	✓
Priority Service	✓	✓	✓
Safe Equipment Operation	✓	✓	✓
Optimized Equipment Performance	✓	✓	✓
Health, Safety, Efficiency Recommendations	✓	✓	✓
5% Off Employee Discounts	✓	✓	
Equipment Management	✓	✓	
Annual Replacement Credit	\$150	\$100	

Commercial Maintenance Proposal

Thank you so much for taking the time to review, if you have any questions or need any adjustments made, please don't hesitate to reach out - I am happy to help!

To activate the program, please sign and return.
Payments can be made on a quarterly or monthly basis to help manage your monthly operating costs.

IN WITNESS THEREOF, we do certify that we, each, are authorized to represent the respective parties of this agreement and have signed in acceptance thereof.

CONTRACTOR: Tonna Mechanical, Inc.

CONTRACTEE: Rochester Township

SIGNED: _____

SIGNED: _____

Christa Vande
TITLE: Planned Maintenance Coordinator

TITLE: _____

DATE: _____

DATE: _____

EQUIPMENT LIST:

- (1) Carrier Furnace M# 59TP6B100V21—20 S# 3920A48451
- (1) Carrier Air Conditioner M# 24ABB336ABN3 S# 1120E22498
- (1) Carrier Coil M# CNPVP3621ALA S# 4220X77730
- (1) Aprilaire Filter Cabinet
- (1) iWave
- (1) Air Exchanger

SCOPE OF WORK:

Preventive Maintenance is performed to detect early signs of deteriorating equipment and to predict potential system failures. These services diagnose and solve equipment component problems often before they occur. Preventive maintenance is performed on an ongoing basis and is scheduled with little or no equipment downtime with its' primary objective being system durability, reliability, efficiency, and safety. Here is a brief overview of items our technicians are trained to check over.

FORCED AIR FURNACE & UNIT HEATER – ANNUAL FALL

- A. Check fan switch operation
- B. Inspect & change air filter
- C. Visual inspection of heat exchanger
- D. Inspect pilot igniter & clean if needed
- E. Check gas pressures
- F. Clean burners
- G. Check all safety controls/limits
- H. Clean blower wheel
- I. Check amp draws
- J. Check for gas leaks
- K. Check/clean condensate drain
- L. Secure all panels/blower floor switch
- M. Check carbon monoxide levels

NON-COMMERCIAL COOLING SYSTEMS – ANNUAL SPRING

- A. Check compressor amp draws
- B. Check condensing fan motor amps
- C. Check evaporator split
- D. Check refrigerant levels
- E. Change air filter
- F. Check electrical components
- G. Check/clean condensate drain
- H. Crankcase heater operating- if applies

ELECTRIC TEMPERATURE CONTROL SYSTEMS

- A. Check all thermostat operations, settings and anticipators
- B. Check operation of all damper motors and controls.

ITEMS AND WORK EXCLUDED AND/OR ADDITIONAL COST

- A. Duct cleaning of heating, cooling, and ventilating systems.
- B. Pressure washing of condensing units, if needed, the technician will let the manager know
- C. Repairs, parts & refrigerant, if needed, the technician will let the manager know

- D. Splitting coils to be cleaned
- E. Ice machine filters
- F. RPZ rebuilding or replacement

TERMS & CONDITIONS

Planned maintenance and/or routine maintenance or service calls provided under this agreement will be performed during normal working hours, 8:00 am to 4:30pm on weekdays.

Tonna Mechanical known as the contractor, agrees to furnish and perform maintenance, inspection, cleaning and other work as specified in accordance with the provisions of this agreement. Work is to be performed and rendered at such time as is provided for in the "Tasks Performed" and at the location designated for *Rochester Township: TCPA location* herein known as the contractee. This agreement shall become effective on the date signed continue in force until either party shall, by thirty days written notice thereof, terminate this agreement.

The equipment and systems to be included under this agreement shall be located at *4111 11th Avenue SW, Rochester, MN.*

The customer will provide and permit reasonable means of access to all covered (equipment list) systems. Tonna Mechanical will be permitted to stop and start equipment as necessary to perform service tasks, unless otherwise specified by customer in writing prior to each visit.

The work performed under this agreement shall bear no relationship to any existing warranty or guarantee relating to equipment, and the contractee expressly waives any and all such warranty or guarantee. Replacement of any parts furnished under this agreement shall be subject to the parts manufacturer's determination of any warranty claim and without any allowance for labor by Tonna Mechanical. Delays in the scheduling of service consequent to accidents, climatic causes, and/or other circumstances beyond the contractor's control, as well as strikes involving either party of this agreement or against either party of this agreement, shall not constitute a violation of the terms of this agreement.

Any work required or recommended, outside of the scope of maintenance shall be first authorized by the contractee or a representative of the contractee before Tonna Mechanical shall perform or furnish such labor, materials and/or other services.

The quoted annual price rate for the PMA is based on systems listed on the equipment list and they are to be in a maintainable condition. If repairs are found or equipment in need of repair is discovered, after the initial inspection or initial seasonal start-up inspection, a quotation/recommendation will be submitted for approval.

Tonna Mechanical reserves the right to cancel this (PMA) and/or any other work related to this agreement without notice should payment become thirty (60) days or more delinquent.

CONFIDENTIALITY STATEMENT

This document contains proprietary information and is generated by Tonna Mechanical, Inc. of Rochester, Minnesota strictly for the use of the recipient. Contents may not be copied or used for any purpose other than for evaluation by the recipient. Any other use than that described above is prohibited unless authorized in writing by Tonna Inc.

THANK YOU FOR THIS OPPORTUNITY TO BE OF SERVICE TO YOU

**Rochester Township
Olmsted County, MN
RESOLUTION R22-01-04A
DEVELOPMENT OF LANDS WHICH HAVE ROADWAY CONNECTION TO MEADOW
CROSSING ROAD
TRAFFIC IMPACT REPORT**

WHEREAS, Rochester Township wishes to ensure traffic safety on its roadways, and

WHEREAS, Article 10, Section 10.48 Transportation Impact Reports; of the Rochester Township Zoning Ordinance defines levels of traffic for specific types of roadways, and various Sections of the Rochester Township Subdivision Ordinance define roadway standards; and

WHEREAS, Rochester Township adopted Resolution 2018-09-01 regarding the impacts of development on Meadow Crossing Road SW; and

WHEREAS, Meadow Crossing Road SW is a local road as defined by Rochester Township Subdivision Ordinance Section 5.102 MINIMUM STREET DESIGN STANDARDS; and

WHEREAS, Mayowood Estates Dr. is a local road as defined by Rochester Township Subdivision Ordinance Section 5.102 MINIMUM STREET DESIGN STANDARDS; and

WHEREAS, the stated ADT capacity for local roads is 800 and local collectors 1,200 per Rochester Township Zoning Ordinance Section 10.48 G Traffic Service Standards; and

WHEREAS, various studies have been completed by Rochester Township and Olmsted County on the number of trips per day on Meadow Crossing Road SW; and

WHEREAS, a Traffic Impact Report was completed for the 40th Street Development known as Royal Oaks, which included information on impacts to connecting roadways; and

WHEREAS, the Royal Oak Farm Traffic Impact Study (“ROFIS”) prepared by Jordan Schwarze, PE, RSP1 of Alliant Engineering, dated October 8, 2022, found that the current traffic volume on Meadow Crossing Road was 1,550. The projected volume (inclusive of a Royal Oaks connection) for 2025 is 1,950 and 2,500 for 2045; and

WHEREAS, the number of trips per day on Meadow Crossing Road SW currently exceeds the ordinance's recommended traffic count for a local roadway and a local collector; and

WHEREAS, the ROFIS projected 50 trips via Meadow Crossing and 270 trips via Maywood Estates Drive if road connections were open at the North East of Royal Oaks (Woodland Valley Estates) to Meadow Crossing and to the North West to Maywood Estates Dr.; and

WHEREAS, traffic engineer Schwarze testified that connecting the Royal Oak Development roadways to Woodland Valley Estates results in traffic volumes exceeding the applicable standards; and

WHEREAS, restricting the connection with Woodlands Valley Estates and Maywood Estates does not prevent the Development of Royal Oak Farm; and

WHEREAS, 40th Street Development's main access will be to 40th Street SW and does not have direct access to Meadow Crossing Road but any potential access through neighboring development would impact traffic on Meadow Crossing Road SW; and

WHEREAS, the connections in the future phase of the development are controlled by Rochester Township; and

WHEREAS, the inclusion of "ghost" connections between Royal Oakes to the Woodland Valley Estates (Meadow Crossing Lane) allows the Township of Rochester the option to approve public road connections between the developments, should any such connections be deemed in the best interest of the Township and its residents in the future; and

WHEREAS, any future road connections between Royal Oaks and Woodland Valley Estates shall only be permitted after updated traffic impact studies are undertaken and a public hearing is held; and

WHEREAS, the Township Planning Commission has reviewed the general development plan and approved the plan based on the fact that the Township can control when and if those connections are made.

NOW, THEREFORE BE IT RESOLVED;

Rochester Township has reviewed the traffic impact report as to the affects the 40th Street Development known as Royal Oaks and has reviewed the Planning Commission's recommendation and will continue to monitor the traffic along Meadow Crossing Road SW. As future phases of the Royal Oaks development come forward, which may impact Meadow Crossing Road SW, the Township will determine if and/or when those connections would be made.

Passed and adopted the 10th day of November 2022.

Jeff Orth, Chair

Attest:

Randy Staver, Clerk

Distribution:
County Planning
County Assessor
County Law Library
Township Clerk
Zoning Administrator
Applicant
Property Owner

Drafted by and return to:
TCPA
4111 11th Ave SW, Room 10
Rochester, MN 55902

Rochester Township Personnel Policy

NOTE: Joint Powers Board employees are governed by the Cascade Rochester Townships Joint Powers Board Personnel Policy.

Personnel Policy

It is the policy of Rochester Township to hire sufficient personnel with the necessary skills to support the township's mission. Every employee's job is essential to achieving the township's mission.

The following policies set forth the general administrative policies of Rochester Township. They apply to all employees and are intended to show the utmost respect to the individual employee and provide excellent service to our constituency while maintaining the highest standards for the safety of our employees and the general public.

No provision in these policies is intended to create a contract between Rochester Township and any employee or to limit the rights of Rochester Township and its employees to terminate the employment relationship at any time.

Equal Employment Opportunity

Rochester Township will comply with all applicable laws governing equal employment opportunity. This policy extends to all applicants and employees and to all aspects of the employment relationship including, but not limited to, the following: hiring, upgrading, demotion, transfer, recruitment or recruitment advertising, selection, disciplinary action, termination, rates of pay or other forms of compensation, and selection for training. Rochester Township will make reasonable accommodations for qualified individuals with known disabilities and religious preference, unless doing so would result in an undue hardship. Specifically, Rochester Township will provide equal employment and advancement opportunity on the basis of merit within the context of the township's unique environment, and without regard to legally protected status, except where there is a bona fide occupational qualification.

Trial Work Period

An employee's first 90 calendar days of employment with Rochester Township are considered to be a trial work period. During this time the employee will be evaluated to determine if they should be retained as a regular employee. Completion of this trial period does not imply or guarantee employment for any defined period of time. Rochester Township is an "employment at will" employer, meaning employment can be terminated at any time for any reason by either party.

Resignation/Termination

Employment with Rochester Township is based on mutual consent; both the employee and the Township have the right to terminate employment at will. Employees will receive their final paycheck in accordance with applicable state law. We do request that an exit interview occur before the final day of employment. Suggestions, complaints and questions can also be voiced at this time.

Performance Review

The primary objective of a performance evaluation is to provide information to employees concerning their success in accomplishing the responsibilities of their jobs. To meet this objective there needs to be open and ongoing communication between supervisors and staff members. In general, our goals are to

conduct a performance review of each new employee during the third month of employment, after one year of service, and once per year thereafter. The report of this review shall be shared with the employee who will be asked to sign the form signifying their awareness of the review process. A copy of the report will be given to the employee and a copy will be placed in the employee's personnel file. This information may be used for determining future wage adjustments.

Board Designated Injury on the Job Protocol

Any employee who experiences a work-related injury should first be seen through the Occupational Medicine Department of the Olmsted Medical Center or closest emergency service. During evenings, weekends, and holidays, employees should first go to emergency receiving at the Olmsted Community Hospital or St. Mary's.

If a work-related injury occurs:

- 1.) Contact Designated Medical Provider (Olmsted Medical Center) – Make an Appointment (if there is time) or in the case of an emergency, go directly to the Occupational Medicine section at the Olmsted Medical Center. Staff Doctors are the designated physicians who will evaluate the injury.
 - a. On weekends, holidays, or evenings, go to the emergency room at Olmsted Medical Center.
 - b. Identify yourself and state that you are an employee of Rochester/Rochester Townships.
 - c. Describe your injury and what happened to the physician.
 - d. You will receive a "Medical Report." This report must be provided to your supervisor as soon as possible.
- 2.) First Report of Injury – A First Report of Injury Form must be completed and submitted to the Township Clerk within **24** hours.

Grievances

Dissatisfaction may arise because an employee does not know, understand, or agree with certain policy interpretations or management decisions. Such dissatisfactions are commonly referred to as grievances. We believe if an employee has a grievance concerning his/her compensation, hours of work, or other terms or conditions of employment, the matter should receive consideration of all concerned.

An employee who feels aggrieved is urged to take the matter up immediately with his/her supervisor. All management personnel are required to investigate or assist in the investigation of any grievance presented to them. This investigation may consist of, but is not limited to, gathering information from other employees involved, reviewing company policy and any other action necessary to become familiar with the situation.

If an employee is not satisfied with the response/decision they are encouraged to go to the Rochester Township Board of Supervisors, both orally and in writing. It is the policy of this township to respond to any reasonable complaint and take the necessary actions to settle the issue.

Drug and Alcohol Policy

All employees are forbidden to use illegal drugs or misuse legal drugs, including alcohol at any time during the workday or anywhere on Rochester Township property. Employees who are under the influence of alcohol or drugs on the job will be subject to discipline up to and including termination.

Any transaction or sale of illegal drugs during work time or on Rochester Township's property will be treated as gross misconduct and punishable by immediate discharge for the first offense. Any employee who is arrested for selling drugs will be discharged if convicted of a criminal offense.

Disciplinary Guidelines

Violation of any rule of conduct, policy, procedure or any provision of this manual, or for any other employee misconduct or inefficiency is subject to disciplinary action. These actions are considered guidelines and the employee's previous work performance record will be considered when deciding the appropriate action. The most severe form of disciplinary action is termination of employment. Discipline can also be a verbal or written warning and/or suspension (with or without pay). Rochester Township reserves the right to vary or depart from these guidelines at its discretion.

Sexual Harassment/Offensive Behavior

It is the policy of Rochester Township to forbid any practice that may constitute sexual harassment, or that could create an offensive work environment. As a business that serves the public, we will not tolerate any behaviors, actions, publications, posters, or language that is found to be offensive to any employee, citizen, or visitor. This policy not only includes Rochester Township's employees; it also encompasses any vendors and Joint Powers Board employees. Employees are encouraged to inform the perpetrator that they do not appreciate and/or are offended by their behavior and to stop.

Offensive Conduct/Behavior may include insulting or hostile actions toward an individual because of his/her race, color, religion, national origin, age, disability, creed, marital status, status with regard to public assistance or sexual preference. Harassment on the basis of sex is a violation of the law. Unwelcome sexual advances, requests for sexual favors, sexually motivated physical contact or other verbal or physical conduct or communication of a sexual nature is considered harassment when:

1. Submission to such conduct is a condition of employment,
2. Submission to or rejection of such conduct is used as a basis for employment decisions affecting the individual, or
3. Such conduct has the effect of unreasonably interfering with an individual's work performance or creates an intimidating, hostile, or offensive working environment.

Examples of actions that may create an unacceptable environment might include: descriptive names or titles, slurs, stereotyping, jokes or threatening, intimidating, or hostile acts, written or pictorial material and acts/language that is offensive/harassing and other actions found to be inappropriate by the management of Rochester Township.

Employees who have complaints must report these complaints immediately to their supervisor or to a Township supervisor. A "reasonable person" standard will be applied when investigating complaints. Rochester Townships will investigate all such complaints and take appropriate corrective action, which may include reprimand, reassignment, demotion, suspension, or discharge.

These policies will be reviewed annually by Rochester Township Board of Supervisors and updated as approved.

November 2022
Treasurer's Report

Period: 10/01/2022 - 10/31/2022

Checking

Deposits

Accounts:

Opening Balance	#1306	\$	1,305,497.95
Opening Balance	#3794	\$	468,224.75
Opening Balance	#4917	\$	1,877.05

Interest Earned	0.30%	\$	293.33
Interest Earned	0.30%	\$	119.30
Interest Earned	0.30%	\$	0.50

Checks		\$	(362,026.41)
Deposits (incl. interest)		\$	7,064.84
Closing Balance		\$	1,420,638.18
- Reserve (1/2 of Est. Bud).	#3794	\$	(500,000.00)
- Designated ARPA funds	#1306	\$	(197,839.50)
- Designated Griffin road project	#1306	\$	(302,777.66)

Cafeteria plan		\$	208.33
TCPA		\$	500.00
Ed Clark		\$	188.78
Cascade Creek		\$	4,129.00
MN agricultural credit		\$	1,625.60
TBD		\$	-
Total		\$	7,064.84

Available to Spend		\$	420,021.02
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PROJECT

- West Hill Road SW - Bill for road care annually - 2022 invoices have been mailed. **\$ 5,200.00**

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

- The first half of tax levy receipts totaled \$637,879.

- Griffin payments:

Beginning balance	\$710,159.69	
Payment	(\$88,414.00)	9/6/2022
Payment	(\$318,968.03)	10/8/2022
Payment	\$0.00	
Payment	\$0.00	
Current balance	<u>\$302,777.66</u>	



101 10th St E • Hastings, MN 55033

Account Number XXXXXX1306
Statement Date 10/31/2022
Statement Thru Date 10/31/2022
Check/Items Enclosed 22
Page 1

Return Service Requested

00006509 TP5493DD110222135443 01 000000000 0000000 005

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

IMPORTANT MESSAGE(S)

Our Privacy Policy has been updated. You may access our Privacy Policy by visiting our website at www.premierbanks.com or by visiting one of our 20 branch locations to obtain a copy.

NON PROFIT INTEREST

Account Number: XXXXXX1306

Account Owner(s): ROCHESTER TOWNSHIP

Balance Summary

Table with 2 columns: Description, Amount. Rows include Beginning Balance as of 10/01/2022 (\$1,305,497.95), Deposits and Credits (4) (\$6,736.71), Withdrawals and Debits (26) (\$362,026.41), Ending Balance as of 10/31/2022 (\$950,208.25), Service Charges for Period (\$0.00), Average Collected for Period (\$1,151,249.00), Minimum Balance for Period (\$948,304.00).

Earnings Summary

Table with 2 columns: Description, Amount. Rows include Interest for Period Ending 10/31/2022 (\$293.33), Interest Paid Year to Date (\$1,845.32), Annual Percentage Yield Earned (APYE) (0.30%), Average Balance for APYE (\$1,151,249.12), Number of Days for APYE (31).

Miscellaneous Credits

Table with 3 columns: Date, Description, Deposits. Rows include Oct 21 DEPOSIT (688.78), Oct 28 DEPOSIT (4,129.00), Oct 31 MN STATE-MMB/ACH TRN*1*0007706987*1416007162\ 0007706987 ROCHESTER TOWN OF (1,625.60), Oct 31 INTEREST EARNED (293.33).

Miscellaneous Debits

Table with 3 columns: Date, Description, Withdrawals. Rows include Oct 14 IRS/USATAXPYMT *****8793123609 ROCHESTER TOWNSHIP (591.62), Oct 14 MN PERA/PERA TXP*XXXXX717600*09302022****\ SOMPER000671991 USERPERA (689.30), Oct 14 ROCHESTER TOWNSH/RT PAYROLL ROCHESTER TOWNSHIP (4,385.25), Oct 17 MN DEPT OF REVEN/MN REV PAY 000000099561778 OLMSTED COUNTY (25.00), Oct 17 STATE OF MINN/PAYMENTS 706083957029 ROCHESTER TOWNSH (777.00).



101 10th St E • Hastings, MN 55033

Account Number	XXXXXX3794
Statement Date	10/31/2022
Statement Thru Date	10/31/2022
Check/Items Enclosed	0
Page	1

Return Service Requested

00006508 TP5493DD110222135443 01 000000000 0000000 002

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

AMERICAN BANK
AMERICAN BANK
AMERICAN BANK
AMERICAN BANK
AMERICAN BANK

00006508 0026142 0001-0001

IMPORTANT MESSAGE(S)

Our Privacy Policy has been updated. You may access our Privacy Policy by visiting our website at www.premierbanks.com or by visiting one of our 20 branch locations to obtain a copy.

NON PROFIT INTEREST

Account Number: XXXXXX3794

Account Owner(s): ROCHESTER TOWNSHIP

Balance Summary

Beginning Balance as of 10/01/2022	\$468,224.75
+ Deposits and Credits (1)	\$119.30
- Withdrawals and Debits (0)	\$0.00
Ending Balance as of 10/31/2022	\$468,344.05
Service Charges for Period	\$0.00
Average Collected for Period	\$468,224.00
Minimum Balance for Period	\$468,224.00

Earnings Summary

Interest for Period Ending 10/31/2022	\$119.30
Interest Paid Year to Date	\$920.92
Annual Percentage Yield Earned (APYE)	0.30%
Average Balance for APYE	\$468,224.75
Number of Days for APYE	31

Miscellaneous Credits

Date	Description	Deposits
Oct 31	INTEREST EARNED	119.30

Daily Balance Summary

Date	Balance
Oct 31	468,344.05

AMERICAN BANK
AMERICAN BANK
AMERICAN BANK
AMERICAN BANK
AMERICAN BANK



101 10th St E • Hastings, MN 55033

Account Number	XXXXXX4917
Statement Date	10/31/2022
Statement Thru Date	10/31/2022
Check/Items Enclosed	1
Page	1

Return Service Requested

00006506 TP5493DD110222135443 01 000000000 0000000 003

ROCHESTER TOWNSHIP
CAFETERIA ACCOUNT
4111 11TH AVE SW
ROCHESTER MN 55902-1508

00006506
0026134
0001-0002

IMPORTANT MESSAGE(S)

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NON PROFIT INTEREST

Account Number: XXXXXX4917

Account Owner(s): ROCHESTER TOWNSHIP

Balance Summary

Beginning Balance as of 10/01/2022	\$1,877.05
+ Deposits and Credits (2)	\$208.83
- Withdrawals and Debits (0)	\$0.00
Ending Balance as of 10/31/2022	\$2,085.88
Service Charges for Period	\$0.00
Average Collected for Period	\$1,950.00
Minimum Balance for Period	\$1,877.00

Earnings Summary

Interest for Period Ending 10/31/2022	\$0.50
Interest Paid Year to Date	\$2.58
Annual Percentage Yield Earned (APYE)	0.30%
Average Balance for APYE	\$1,950.97
Number of Days for APYE	31

Miscellaneous Credits

Date	Description	Deposits
Oct 21	DEPOSIT	208.33
Oct 31	INTEREST EARNED	0.50

Daily Balance Summary

Date	Balance	Date	Balance
Oct 21	2,085.38	Oct 31	2,085.88

00006506
0026134
0001-0002

Date Range : 10/1/2022 To 10/31/2022

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
10/31/2022	Crystal Lammers	Town hall cleaning	5145	\$100.00	100-43202-401-	Town Hall cleaning and building repair items	\$100.00
10/31/2022	GDO Law	Invoice 10545, 10563	5146	\$1,192.50	100-41110-304- 100-41110-315-809	Council/Town Board Council/Town Board	\$768.50 \$424.00
10/31/2022	All Traffic Solutions	Invoice SIN099449	5147	\$9,392.00	204-41110-233-	Council/Town Board	\$9,392.00
10/31/2022	Victor Lundeen Company	invoice 452648 - envelopes	5148	\$91.45	100-41110-204-	Council/Town Board	\$91.45
10/31/2022	WHKS	Invoices 46745	5149	\$8,482.63	100-41110-314-808 100-41110-314-816	Council/Town Board Council/Town Board	\$6,259.13 \$2,223.50
10/31/2022	Rochester Service Company	Invoice 11967	5151	\$121.50	201-43134-230-	Black Top, Overlays, Seal Coat	\$121.50
10/31/2022	Orth Farms	Ditch work and ROW improvements	5152	\$4,487.50	201-43138-230-	Misc Road Work	\$4,487.50
10/31/2022	People's Energy Cooperative	Electric bill for outdoor lights - October statement	5153	\$86.00	100-43160-386-	Street Lighting	\$86.00
10/31/2022	Charter Communications	Invoice 0794079102422	5154	\$129.99	100-41940-325-	General Government Buildings and Plant	\$129.99
10/31/2022	Griffin Construction Co., Inc.	Lilly 4 road construction	5155	\$158,753.09	201-43138-230-808	Misc Road Work	\$158,753.09
10/31/2022	Joint Powers Board	October claims and payroll	5156	\$25,622.77			

Date Range : 10/1/2022 To 10/31/2022

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
					201-43127-310-	Joint Powers	\$25,622.77
10/31/2022	Rochester Township Cafeteria Acct	October 2022 paycheck cafeteria deposit	5157	\$208.33			
					100-41110-103-	Council/Town Board	\$208.33
10/31/2022	Empower - MN Deferred Comp Plan	October 2022 Deferred Income	5158	\$777.00			
					100-41110-103-	Council/Town Board	\$777.00
10/31/2022	Federal Government	November payroll taxes - Q4, #2	5159	\$762.47			
					100-41110-103-	Council/Town Board	\$762.47
10/31/2022	State of Minnesota	November payroll taxes - Q4, #2	5160	\$57.27			
					100-41110-103-	Council/Town Board	\$57.27
10/31/2022	PERA	October 2022 payroll deductions	5161	\$782.04			
					100-41110-103-	Council/Town Board	\$782.04
Total For Selected Claims				\$211,046.54			\$211,046.54

Date Range : 10/1/2022 To 10/31/2022

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

Rochester Township

Gross Pay Report

For the Period 11/1/2022 to 11/30/2022

<u>Employee Name</u>	<u>Title</u>	<u>Gross Wages</u>
Clarke, Nathan	Supervisor	901.81
Kitzmann, Matthew	Supervisor	901.81
Neisen, Jamie	Supervisor	901.81
Orth, Jeff	Supervisor	1,127.27
Rudquist, Sara	Deputy Clerk/Treas	449.62
Staver, Randy R	Clerk/Treasurer	1,754.69
Staver, Sheila	Record Keeping	276.00
Zmolek, Brian E	Supervisor	901.81

Joint Powers Board Report November meeting **Claims: Octob 2022**

Rochester and Cascade Townships

	Total	Rochester Township	Cascade Township
Payroll:			
Pay: Payroll Claims	\$ 13,180.21		
Deductions & Township FICA	\$ 7,599.80		
	\$ -	\$ -	\$ -
Employee Ded HSA	\$ 322.73		
Total	\$ 21,102.74	\$ 10,551.37	\$ 10,551.37

	Total	Rochester Township	Cascade Township
Non- Payroll Disbursements:			
Road Claims (51% / 49%)	\$ 19,984.01	\$ 10,191.85	\$ 9,792.16
Salt / Sand (46% / 54%)	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
Total Disbursements	\$ 41,086.75	\$ 20,743.22	\$ 20,343.53

Claims List	\$ 27,906.54		
Net Pay Dist.	\$ 13,180.21		
	\$ 41,086.75		
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	\$ 50,845.85	\$ 25,622.77	\$ 25,223.08
	\$ 50,845.85		
Should be 00	\$ -		

**2022 equipment budget = \$115,000

2021 Cascade	28.49 mil	49.10%
2021 Rochester	29.61 mil	50.90%
	5.52 miles gravel	
	24.09 miles paved	
total	58.1	
	52.58 paved	

	Amount	
5971	\$ 15.00	Premier
5972	\$ 221.00	Olm Med
5978	\$ 261.93	Menards N
5979	\$ 33.63	Menards S
5980	\$ 59.83	Brock White
5981	\$ 6,252.88	Roch Ford
5982	\$ 898.94	Nuss
5983	\$ 30.10	Ziegler
5984	\$ 106.48	Earls
5985	\$ 93.23	Towmaster
5986	\$ 3.20	Paul's
5987	\$ 83.47	NAPA
5988	\$ 472.00	Ag Partners
5989	\$ 1,126.51	CHS
5990	\$ 4,307.61	CHS
5991	\$ 4,216.68	Lucas Lentz
5994	\$ 59.75	Sara R
5996	\$ 186.88	Pat M
5997	\$ 21.90	Chris L
5999	\$ 132.97	C-Charter
5993	\$ 167.09	Century Link
5976	\$ 311.00	R-Peoples
5975	\$ 285.00	C-Peoples
5977	\$ 65.68	RPU
5992	\$ 421.95	R-Waste Mgt
		C-Waste Mgt
		C-Mn Energy
		R-MN Energy
5973	\$ 149.30	
Total	\$ 19,984.01	4976
		Compass
		Olm Agg
Total	\$ -	Salt/Sand
6002	\$ 754.01	STATE
6001	\$ 2,348.83	PERA + Admin Fee
5974	\$ 16.00	NCPERS
5995	\$ 100.00	CL Security Benefit
6000	\$ 4,380.96	FED
Total Payrol	\$ 7,599.80	
Cafeteria Payments		
		Pat HS A
5998	\$ 322.73	CL HS A
	\$ 322.73	
Total	\$ 27,906.54	
Payroll	\$ 13,180.21	
	\$ 41,086.75	

Date Range : 10/1/2022 To 10/31/2022

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
10/31/2022	Premier Bank Fees	November ACH processing fee	5971	\$15.00	100-41940-210-	General Government Buildings and Plant	\$15.00
10/31/2022	Olmsted Medical Center	DOT exam - Andrew McCullough. Drug Screen - Chris Lien	5972	\$221.00	201-43102-305-	Road Salary	\$221.00
10/31/2022	Minnesota Energy Resources	Rochester 10/26/2022	5973	\$149.30	100-41940-383-201	General Government Buildings and Plant	\$149.30
10/31/2022	NCPRS Group Life Ins	Chris Lien ID 1156 - November 2022	5974	\$16.00	201-41970-365-300	Insurance	\$16.00
10/31/2022	People's Energy Cooperative	Cascade Township	5975	\$285.00	100-41940-381-200	General Government Buildings and Plant	\$285.00
10/31/2022	People's Energy Cooperative	Rochester Township	5976	\$311.00	100-41940-381-201	General Government Buildings and Plant	\$311.00
10/31/2022	Rochester Public Utilities	2009272 - RT water only	5977	\$65.68	100-41940-382-201	General Government Buildings and Plant	\$65.68
10/31/2022	Menards - Rochester North	shop supplies	5978	\$261.93	201-43115-221-	Shop & Equipment Supplies	\$261.93
10/31/2022	Menards - Rochester South	shop tools	5979	\$33.63	201-43115-221-	Shop & Equipment Supplies	\$33.63
10/31/2022	Brock White Company LLC	Gloves, marking paint	5980	\$59.83			

Date Range : 10/1/2022 To 10/31/2022

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
					201-43115-221-	Shop & Equipment Supplies	\$59.83
10/31/2022	Rochester Ford	F450 - parts, brake repair, engine harness, DOT	5981	\$6,252.88			
					201-43116-229-105	Heavy Equipment Repairs	\$6,252.88
10/31/2022	Nuss Truck & Equipment	stock oil filters, fall maintenance for Mack trucks	5982	\$898.94			
					201-43115-221-	Shop & Equipment Supplies	\$898.94
10/31/2022	Ziegler Inc	grease for maintenance	5983	\$30.10			
					201-43115-221-	Shop & Equipment Supplies	\$30.10
10/31/2022	Earl's Small Engine Repair, Inc.	chainsaw parts	5984	\$106.48			
					201-43115-221-	Shop & Equipment Supplies	\$106.48
10/31/2022	Towmaster	2014 Mack solenoid	5985	\$93.23			
					201-43116-229-100	Heavy Equipment Repairs	\$93.23
10/31/2022	Paul's Lock & Key Shop, Inc.	keys,	5986	\$3.20			
					201-43115-221-	Shop & Equipment Supplies	\$3.20
10/31/2022	NAPA Auto Parts - Rochester	oils and electrical couplers	5987	\$83.47			
					201-43115-221-	Shop & Equipment Supplies	\$83.47
10/31/2022	AG Partners	seed for erosion control	5988	\$472.00			
					201-43136-261-	Salt, Sand & Hauling	\$472.00
10/31/2022	CHS	10W-30 oil	5989	\$1,126.51			
					201-43115-221-	Shop & Equipment Supplies	\$1,126.51
10/31/2022	CHS	October fuel and DEF	5990	\$4,307.61			
					201-43111-212-	Fuel	\$4,307.61
10/31/2022	Lucas Lentz	Reimbursement for truck damage	5991	\$4,216.68			

Date Range : 10/1/2022 To 10/31/2022

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
					100-41940-210-	General Government Buildings and Plant	\$4,216.68
10/31/2022	Waste Management	Rochester trash	5992	\$421.95			
					100-41940-384-201	General Government Buildings and Plant	\$421.95
10/31/2022	Century Link	507-282-6488	5993	\$167.09			
					100-41940-386-201	General Government Buildings and Plant	\$167.09
10/31/2022	Sara Rudquist	reimbursement - postage	5994	\$59.75			
					100-41940-210-	General Government Buildings and Plant	\$59.75
10/31/2022	SBG-VAA	Chris Lien - 457B	5995	\$100.00			
					201-41440-175-	Chris Lien HSA	\$100.00
10/31/2022	Pat McGowan	October mileage reimbursement	5996	\$186.88			
					201-43111-331-	Fuel	\$186.88
10/31/2022	Chris Lien	Reimbursement and mileage	5997	\$21.90			
					201-43115-221-	Shop & Equipment Supplies	\$4.40
					201-43111-331-	Fuel	\$17.50
10/31/2022	Premier Bank	Chris Lien HSA	5998	\$322.73			
					201-41440-173-361	Chris Lien HSA	\$322.73
10/31/2022	Charter Communications	Cascade phone and internet	5999	\$132.97			
					100-41940-386-200	General Government Buildings and Plant	\$132.97
10/31/2022	United States Treasury	November 2022 payroll taxes Q4 payment 2	6000	\$4,380.96			
					201-43102-171-	Road Salary	\$2,994.82
					201-43102-122-	Road Salary	\$1,386.14
10/31/2022	PERA	November 2022 payroll contributions	6001	\$2,348.83			

Date Range : 10/1/2022 To 10/31/2022

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
					201-43102-121-	Road Salary	\$1,258.30
					201-43102-174-	Road Salary	\$1,090.53
10/31/2022	MN Department of Revenue	November 2022 payroll taxes Q4 payment 2	6002	\$754.01			
					201-43102-172-	Road Salary	\$754.01
Total For Selected Claims				\$27,906.54			\$27,906.54

Date