



**CASCADE**  
--- TOWNSHIP ---

2025 75<sup>TH</sup> ST. NE  
Rochester, MN 55906  
[www.cascadetownship.us](http://www.cascadetownship.us)

**CASCADE TOWNSHIP  
OLMSTED COUNTY – MINNESOTA  
BOARD MINUTES**

December 7th, 2015

**OPENING BUSINESS**

Called to Order at 6:00 pm at the Cascade Town Hall. All in attendance recited the Pledge of Allegiance.

Those in attendance were Chairman Arlen Heathman, Supervisor Jimmy Hoss, Supervisor Lenny Laures and Clerk/Treasurer Steve Wilson. Those absent were Supervisor Dan Frissora and Supervisor Gary Sieck.

The minutes from the November 2<sup>nd</sup>, 2015 meeting were reviewed by the Board. It was moved by Supervisor Hoss and seconded by Supervisor Heathman to approve the minutes as presented. All voted in favor and the motion passed.

**CONTINUING BUSINESS**

The Board reviewed the Joint Powers claims and payroll. It was moved by Supervisor Hoss and seconded by Supervisor Heathman to approve the claims of \$27,766.45 and payroll of \$9,564.71 as presented. Supervisor Heathman, and Supervisor Hoss voted in favor and Supervisor Laures abstained. The motion passed.

The Board discussed a request by the Joint Powers Clerk/Treasurer for a separate bank account for the Health Reimbursement Account. It was moved by Supervisor Hoss and seconded by Supervisor Heathman to allow the Rochester/Cascade Joint Powers Clerk/Treasurer to open a separate bank account that would only be used for the Joint Powers Health Reimbursement Account (HRA) and allow the Clerk/Treasurer to administer funds without the approval of the board so long as it is consistent with HRA related statutes and so long as it is approved by the Rochester Town Board. All voted in favor and the motion passed.

The Board reviewed the Cascade Township cash control statement and bank statement. It was moved by Supervisor Hoss and seconded by Supervisor Heathman to approve the cash control statement with an ending month balance of \$173,959.88 as presented. All voted in favor and the motion passed.

The Board reviewed the Cascade Township claims and payroll. It was moved by Supervisor Hoss and seconded by Supervisor Laures to approve the claims of \$104,979.57 and payroll of \$4,071.42 as presented. All voted in favor and the motion passed.

The Board reviewed the monthly email and mail. Chairman Heathman shared an email that indicated the levy dollars for December have been deposited in the bank. These numbers will be included in the December financial reports.

Deputy Chad Miller reviewed the incident report for the past two months. A total of 135 calls were made in Cascade Township. Deputy Miller announced coming changes in the next 60 days. He will be changing positions and the new replacement will be Deputy Traci Pagel.

The Board provided reports to the other Board members and to the citizens regarding meetings attended over the last month. Supervisor Laures reported on OCTOA and TCPA and the State MAT Annual Meeting. Supervisor Hoss reported on the Joint Powers work group, Planning and Zoning, the Joint Powers budget meeting and a meeting for East River Road related to the 55<sup>th</sup> Street extension. Supervisor Heathman added to reports of OCTOA and the 55<sup>th</sup> Street extension. Clerk/Treasurer Wilson attended seven meetings of which were all reported by the Supervisors.

## **NEW BUSINESS**

There was no action and no report from attorney Ken Bayliss regarding the status of the Lawsuit from Wilmar Investments LLC:

David Meir of TCPA made a request for a Meets and Bounds Subdivision. The applicant Kuehl LLC/City of Rochester requested a 4.5 acre split and a deed to the City of Rochester for a storm water management facility. Mr. Kuehl was available for questions but none were asked. After further discussion, it was moved by Supervisor Laures and seconded by Supervisor Hoss to approve the request. All voted in favor and the motion passed.

The Board discussed the Calendar of Township meetings for 2016. It was moved by Supervisor Laures and seconded by Supervisor Hoss to accept the proposed calendar with amendments. All voted in favor and the motion passed. The amended calendar will be posted on the Township website and front door.

Clerk/Treasurer Wilson announced that Affidavits for Candidacy will be received by the Township from December 29<sup>th</sup> - January 12<sup>th</sup>. Four Township Supervisor seats will be on the ballot in March. Anyone interested in seeking any of the four Township Supervisor seats, is encouraged to file an Affidavit for Candidacy during the two week period.

Supervisor Laures gave more information regarding the plans for East River Road as it relates to the 55<sup>th</sup> street extension. The City of Rochester is drafting a letter of agreement that will assure Cascade Township of reimbursement from the City for new soft costs incurred by the

Township related to the road. The reimbursement would likely occur when East River Road assets are moved from the Township to the City.

The Board discussed an Auditor's engagement letter from Smith Schafer and Associates. It was moved by Supervisor Laures and seconded by Supervisor Hoss to approve the letter contingent upon Rochester Township approving the same firm. All voted in favor and the motion passed.

## **DISCUSSION ITEMS**

Planning and Zoning Commission Chair Dean Hegrenes gave a brief report to the Board.

Sandra Hoss gave a report on the history of the Township definition of "Park" and "Community Center" Mrs. Hoss asked the Board about the status of the terms and the next steps that are needed to finalize these terms as part of the subdivision ordinance. Supervisor Laures indicated the next time a public hearing occurs these terms will likely be included in the hearing.

Supervisor Laures introduced a plan to update all the street name signs in the Township. It was moved by Supervisor Heathman and seconded by Supervisor Hoss to allow the Township to seek bids on new street name signs. All voted in favor and the motion passed.

Nicole Brueck gave a report from the staffing subcommittee. They met in the last month and hope to provide a report at the January Township meeting.

Clerk/Treasurer Wilson reported that the Township has eight new board/staff in 2015. The Township is in compliance to the best of our ability with the W-4, I-9, Minnesota New Hire, Workers Compensation, Unemployment Insurance, PERA accounts and required posters.

The Board discussed an order from a Minnesota Judge dated November 19<sup>th</sup> 2015 re-attaching the Pleasant Prairie Cemetery to Cascade Township. The cemetery is officially back in the Township.

It was moved by Supervisor Laures and seconded by Supervisor Hoss to adjourn.

The meeting adjourned at 8:59 pm

There were 11 citizens who registered their attendance at the meeting.

Steve Wilson  
Clerk/Treasurer  
Cascade Township