

CASCADE TOWNSHIP

OLMSTED COUNTY - MINNESOTA BOARD MEETING MINUTES

APRIL 6, 2015

Call to order at 6:00 pm at Cascade Town Hall Board Room. All in attendance recited the Pledge of Allegiance.

Members present were: Chairman Lenny Laures, Supervisor Arlen Heathman, Supervisor Hrold Atkinson and Clerk/Treasurer Michael Brown.

Chairman Laures called for additional agenda items. There were none requested.

Township Board Continuing Business

- A motion by Supervisor Heathman to approve the March 2, 2015 Board minutes as published and distributed. Seconded by Supervisor Atkinson.
- All voted in favor. Motion Approved

- A motion by Corky Atkinson to approve payment of Joint Powers Bills and seconded by Heathman. Approved by Heathman and Atkinson: Laures abstained.

- A motion by Heathman to approve payment of Cascade bills; Atkinson seconded. All voted in favor.

- Clerk/Treasurer Brown reviewed the financial reports.

Total receipts in March 2015 were:

Checking interest:

Premier Bank account balance as of March 31, 2015 was

CTAS balance as of start of meeting:

Total outstanding checks are:

Checks written at this meeting –

Ending CTAS balance on

Motion to approve was made by Chairman Laures; seconded by Atkinson
All in favor.

- Sheriff Deputy's Report : Deputy Chad Brown was not present
- Mail and Meetings Review
 - Legal Short Course mailing from MATS
 - Supervisor Lares attended the Annual meeting
 - Supervisor Lares attended the RSG seminar
 - Supervisor Lares attended the 25th Road Tour
 - Supervisor Lares attended ROCOG meeting

Township Board New Business

10. Supervisor Lares moved to allow Color Dash request to use township roadways; Heathman seconded. All voted in favor.

11. Supervisor Atkinson moved to accept Clerk/Treasurer Brown's resignation; Heathman seconded. All voted in favor.

Chairman Lares made a motion to have Joe Vroman appointed as temporary clerk/treasurer in interim; Heathman seconded. All voted in favor.

12. Planning Commission

Need to have meeting in April

Supervisor Heathman moved to remove the clerk as an ex-officio member of the Planning Commission; Atkinson seconded. All voted in favor.

12a. Reorganization

Supervisor Heathman volunteered to be to become the Chairman of the Township Board. Chairman Lares moved to appoint Arlen Heathman as new Chairman; Atkinson seconded. All voted in favor.

Supervisor moved to appoint Lenny Lares as Vice-chair. Atkinson seconded. All voted in favor.

Chairman Lares moved to leave the following declarations as follows:

| Board Members: | | Next | 2015 | 2015 |
|--|---------|----------|-----------|----------|
| Supervisor: | Elected | Election | Salary/mo | Mtg Fee* |
| Supervisor #1- Arlen Heathman First Elected in 1995 | 2013 | 2016 | \$290.00 | \$55.00 |
| Supervisor#2 - Lenny Laures First Elected in 2000 | 2012 | 2015 | \$355.00 | \$55.00 |
| Supervisor #3 – Harold Atkinson First Elected in 2003 | 2014 | 2017 | \$290.00 | \$55.00 |
| Clerk/Treasurer- | | | \$625.00 | \$55.00 |

*Meeting fee for up to 4 hours. Double for meetings over 4 hours in single day.

Deputy Clerk/.Treasurer – Gary Swenson (2014)

Supervisor Heathman seconded. All voted in favor.

Board meeting Dates - - 1st Monday of each month (unless moved due to holiday)

Supervisor moved that September 8, 2015 be moved to the first Tuesday, September 9, 2015. Supervisor Laures seconded. All voted in favor.

Chairman Laures moved to keep in place the following:

- Board Meeting time – 6:00 PM
 - Board Meeting Location – Cascade Town Hall, 2025 75th St. NE, Rochester, MN
 - Official Posting Site – Cascade Town Hall, 2025 75th St. NE, Rochester, MN
- Official Web Site – www.cascadetownship.us
- Official Newspaper – Rochester Post Bulletin
- Official Depository – Premier Bank

Bank Account numbers and authorized check signers:

Premier Bank - #----1548 Joe Vroman

Lenny Laures

Arlen Heathman

Gary Swenson

Supervisor Heathman seconded motion. All voted in favor.

Supervisor Heathman moved to keep as is the following: Atkinson seconded. All voted in favor.

- Gopher Fee - \$1.50 (Set by Board Resolution)
- Head judge and regular judges pay rate \$15.00 per hour.
- Township official labor rate \$16.50
- Town Hall Rental Fee- \$50.00 plus \$100.00 damage deposit

- Planning Commission:
 - Planning and Zoning Commission Meeting
3rd Tuesday at 7:00 PM (if needed) at Cascade Town Hall
 - Meeting Reimbursement Rate \$40.00 per meeting. \$50.00 per meeting for Chair and Scribe
 - Supervisor Heathman moved to reappoint Dan Frissora as Chair; Atkinson seconded. All voted in favor.
 - Set terms:
 - Commissioner 1, Term expires April 2018 (Frissora)
 - Commissioner 2, Term expires April 2016 (Masog)
 - Commissioner 3, Term expires April 2017 (Evans)
 - Commissioner 4, Term expires April 2017 (vacant)
 - Commissioner 5, Term expires April 2016 (vacant)
- Board of Adjustment (Variances) Meeting: suspended for additional discussion
- The following appointments were set:
 1. Planning Commission member: Supervisor Lares – Hold for June
 2. TCPA representative: Supervisor Lares – Keep
 3. JPB – Personnel Representative: Supervisor Heathman – hold for June
 4. Animal Control Officer - Town Board
 5. Town Hall Manager – Town Clerk/Treasurer - Keep
 6. Fire Wardens – Neil Farnham and Town Board – Keep

Supervisor Heathman moved to set the following fee structure:

| | |
|-------------------------------------|--------------------------------------|
| Notary Fee | \$2.00 |
| Photo Copies or Fax perpage | |
| Letter Size | \$.025 (up to 50 copies) |
| Legal Size | \$0.50 (up to 50 copies) |
| Over 50 copies | 50 copy rate plus Time and Materials |
| Mailing Copies | \$2.00 plus postage and materials |
| Electronic Data | |
| Copying/retrieval | \$2.00 plus time and materials |
| NSF Fee | \$30.00 |
| Special Planning Commission meeting | \$300.00 |
| Special Town Board meeting | \$350.00 |
| Building Permits | per TCPA fee schedule |
| Zoning/CUP fees | per TCPA fee schedule |

Motion was seconded by Supervisor Lares. All voted in favor.

13. Road Maintenance

Sweeping is now being done. Patching is coming up.

14. ISTS Ordinance

County passed ordinance effective May 1. Supervisor asked how board wants to handle. Public Hearing is required. Supervisor suggested waiting for new members. The current ordinance is stricter than the County's. Revisit after election.

15. Town Hall Construction Construction

Still pending

16. Town Hall Rentals –

a. August 20 – Rochester Flower & Garden

17. Upcoming meetings

a. April 28, 9:30 – 10:00 am: Board of Equalization

18. Call for comments and questions:

1. Chuck Wallace asked about permanent solution for Clerk. Chairman Laures suggested a mailing to solicit candidates.

2. There were comments about clerk position changing. Discussion followed.

Supervisor Harold (Corky) Atkinson tendered his resignation due to health problems. Discussion followed about appointments for his position.

Supervisor Heathman made a motion to adjourn the meeting. Chairman Laures seconded. All voted in favor

7:36 PM