



CASCADE
 --- TOWNSHIP ---

2025 75TH ST. NE
 Rochester, MN 55906
www.cascadetownship.us

2022 - 2023 Reorganizational Items

Board Members:

	<u>Elected</u>	<u>Next Election</u>	<u>Salary</u>	<u>Mtg Fee</u>
Supervisor #1 – Arlen Heathman First Elected in 1995	2022	2025	\$390.00	\$55.00
Supervisor#2 – Nicole Brueck First Elected in 2022	2022	2024	\$390.00	\$55.00
Supervisor #3 – Mike Black First Elected in 2016	2020	2023	\$390.00	\$55.00
Supervisor #4 – Ordean Hegrenes First Elected in 2018	2021	2024	\$455.00	\$55.00
Supervisor #5 – Gary Sieck First Elected in 2015	2022	2025	\$390.00	\$55.00
Clerk/Treasurer – Sara Rudquist Appointed in 2017			\$31.00/hr	\$55.00
Asst. Clerk/Treas. – Appointed in			\$22.00/hr	\$55.00
Deputy Clerk/Treas. – Randy Staver Appointed in 2019			\$22.00/hr	\$55.00

2022 / 2023 Board Chair: Supervisor Dean Hegrenes

2022 / 2023 Board Vice Chair: Supervisor Mike Black

NOTE: The general process of selection of Chair and Vice Chair starts at seat #5 and moves backwards one seat each year starting in 2016. This process will be contingent upon a consensus by the Board each year.

Board meeting Dates – Second Monday of each month (unless moved due to holiday). The full 2022 calendar has already been approved by the Board and posted.

- 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: Premier Bank #---1548
 - Authorized check signers: Sara Rudquist, Mike Black, Gary Sieck, Dean Hegrenes, Arlen Heathman, Randy Staver
- Town Credit Card – Premier Bank
 - Authorized users: Supervisor Mike Black, Clerk/Treasurer Sara Rudquist
- Gopher Fee - \$1.50 (Set by Board Resolution)
- Head Election Judge and Election Judge pay rate \$15.00 per hour
- Clerk/Treasurer – Head Election Official rate is regular Clerk/Treasurer hourly rate
- Township official labor rate \$16.50 per hour
- Mileage rate – national rate of \$0.585 per mile
- Town Hall rental fee- \$50.00 for residents, \$100.00 for non-residents; \$100.00 damage deposit per rental for everyone
- Planning Commission:
 - Planning and Zoning Commission Meeting: Third Tuesday at 6:00 PM (if needed) at Cascade Town Hall
 - Meeting Reimbursement Rate \$55.00 per meeting or half-day training. \$65.00 per meeting for Chair and Scribe
 - Hourly Rate: \$16.50/hr. for work authorized by Planning Commission and site visits
 - Set terms:
 - Commissioner 1, Term expires April 2024 – Chip Applegath
 - Commissioner 2, Term expires April 2025 – Brad Brech
 - Commissioner 3, Term expires April 2023 – Cheryl Adolphson
 - Commissioner 4, Term expires April 2023 – Gary Moore
 - Commissioner 5, Term expires April 2023 – Supervisor Brueck approved for one year

- Associate Commissioner – Joe (William) Adamson
 - Per Township Zoning Ordinance section 3.16B and Township Planning Commission Policy section 1C; Interim Board Representative: Supervisor Dean Hegrenes is approved for one year

- Board of Adjustment: shall consist of five members, appointed by the Town Board, of which one member shall be a member of the Planning Advisory Commission and one member shall be a member of the Town Board. Meetings of the Board of Adjustment shall be held in conjunction with the regular monthly board meeting; if another date is requested, meeting shall be considered a Special Town Board Meeting and treated as such. Meetings shall be held only at the call of the chairman and at such other times as the Board in its rules of procedure, may specify. 2022/2023 Board of Adjustment shall consist of the Cascade Township Board members.

- Set the following appointments:
 1. Planning Commission member: Nicole Brueck
 2. Board Representative for CUP 18-01 Complaint Process: Dean Hegrenes
 3. TCPA Representative: Arlen Heathman
 4. JPB Personnel Representatives: Dean Hegrenes and Gary Sieck
 5. JPB Equipment Representatives: Arlen Heathman and Mike Black
 6. Animal Control Officer: Town Board
 7. Town Hall Manager: Clerk/Treasurer Sara Rudquist
 8. Burning Permits: DNR Website only
 9. Continuous Improvement Managers:
 - Conditional Use Permits – Planning Commission Chair
 - Road Maintenance Long-term Planning – Town Board
 - Ordinance Maintenance – Town Board

OTHER FEES

Notary Fee	\$2.00
Photo Copies or Fax per page:	
Letter Size	\$0.025 (up to 50 copies)
Legal Size	\$0.50 (up to 50 copies)
Over 50 copies	Above copy rate plus Time and Materials
Mailing Copies	\$2.00 plus postage and materials
Copying/retrieval	\$2.00/ document up to 10 pages plus time and materials

Non-Sufficient Funds Fee	\$30.00
Special Planning Commission meeting	\$350.00
Special Town Board meeting	\$400.00
Board of Adjustment (Variances) Meeting	\$400.00
Building Permits	per TCPA fee schedule
Zoning/CUP fees	per TCPA fee schedule