



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

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

**2023 – 2024 Reorganizational Items**

**Board Members:**

	<u>Elected</u>	<u>Next Election</u>	<u>Salary</u>	<u>Mtg Fee</u>
Supervisor #1 – <b>Arlen Heathman</b> First Elected in 1995	2022	2025	\$390.00	\$55.00
Supervisor #2 – <b>Brad Brech</b> First Elected in 2022	2023	2024	\$390.00	\$55.00
Supervisor #3 – <b>Mike Black</b> First Elected in 2016	2023	2026	\$455.00	\$55.00
Supervisor #4 – <b>Ordean Hegrenes</b> First Elected in 2018	2021	2024	\$390.00	\$55.00
Supervisor #5 – <b>Gary Sieck</b> First Elected in 2015	2022	2025	\$390.00	\$55.00
Clerk/Treasurer – <b>Sara Rudquist</b> Appointed in 2017			\$40.00/hr	\$55.00
Deputy Clerk/Treas. – <b>Randy Staver</b> Appointed in 2019			\$22.00/hr	\$55.00

2023 / 2024 Board Chair: Supervisor Mike Black  
2023 / 2024 Board Vice Chair: Supervisor Brad Brech

**NOTE:** The general process of selection of Chair and Vice Chair began 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 2023 calendar has already been approved by the Board and posted.

- Board Meeting time – 6:00 PM
- Board Meeting Location – Cascade Town Hall, 2025 75<sup>th</sup> St. NE, Rochester, MN
- Official Posting Site – Cascade Town Hall, 2025 75<sup>th</sup> St. NE, Rochester, MN
- Official Web Site – [www.cascadetownship.us](http://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, Brad Brech
- 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 \$0.655 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 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 – Bruce Walk
    - Commissioner 3, Term expires April 2023 – Cheryl Adolphson
    - Commissioner 4, Term expires April 2023 – Gary Moore
    - Commissioner 5, Term expires April 2024 – Supervisor Brech 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 and Zoning 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. 2023/2024 Board of Adjustment shall consist of the Cascade Township Board members.

- Set the following appointments:
  1. Planning Commission member: Brad Brech
  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