



CASCADE
--- TOWNSHIP ---

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

BOARD MINUTES

June 2, 2014

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

Members present: Supervisor Arlen Heathman, Supervisor Harold Atkinson, and Clerk/Treasurer Michael Brown

Members absent: Supervisor Laures

Attendees present: Jim and Sandy Hoss, Jim and Judy Larsen, Don and Ardith Ottman, Char Brown (planning Comm.), David Meir (TCPA), Bob Curry, Brenda DeCook (Salley Hill), Lad Roering, Ron Schaap (Planning Comm.), Patrick Murphy (Triple M), Mark Welch (GGG for Triple M), Roger Ihrke (TCPA), Lisa Seymour (S&L Services for Frito Lay), 3 Frito Lay Representatives (Brian Johnson, Dan Lovik, Darin Grabau).

Vice-Chairman Heathman called for additional agenda items. None requested.

Township Board Continuing Business.

- A motion by Supervisor Atkinson to approve the minutes from the May 5, 2014 town board meeting as published and distributed. Second by Supervisor Heathman.
AYE: Heathman, Atkinson
NAY: None
Motion Approved
- A motion by Supervisor Heathman to approve and pay the Joint Powers bill (claim # 1616) of \$18,356.55. Second by Supervisor Atkinson.
AYE: Heathman, Atkinson
NAY: None
Motion Approved
- A motion by Supervisor Atkinson to approve and pay the remaining Cascade bills (claim #s 1603 – 1615) of \$5021.54. Second by Supervisor Heathman.
AYE: Heathman Atkinson
NAY: None
Motion Approved
- Clerk/Treasurer Brown reviewed the financial reports.

Total receipts in May 2014 were:

1. Checking interest of \$166.16

The Premier Bank account balance as of May 31, 2014 was \$271,623.84

The CTAS balance as of the start of this meeting is \$271,623.84

The total outstanding checks are:

1. Checks written at this meeting - \$24,901.25
2. Check #4189 - \$50.00
3. Check #4191 - \$15,708.00

Ending CTAS balance on April 7, 2014 is \$230,964.59

Motion to approve the financial report was made by Supervisor Heathman. Second by Supervisor Atkinson.

AYE: Heathman, Atkinson

NAY: None

Motion Approved

- Sheriff Deputy's Report:
Deputy Chad Miller provided an update on patrol activities. There were a total of 78 calls for service. Of these 17 were traffic stops, 6 were warrants, and 12 were false alarms.
- Mail & Meetings Review
 - No meeting reports

Township Board New Business

10. Frito Lay

In response to an invitation from the Cascade Town Board, representatives of Frito Lay and the property manager for the Frito Lay warehouse appeared before the board to address concerns regarding trash at the Frito Lay facility on 15th St. NW. The board was updated on actions completed and actions being investigated to reduce/eliminate the trash being blown from the garbage receptacles and to reduce the incidence of dumpster diving for expired product. The board did not request any additional action beyond those being pursued.

11. TMP Zoning

Mr. Roger Ihrke of TCPA and Mr. Mark Welch representing Triple M Properties appeared before the board to present the request for a zone change for the Triple M property near the intersection of Hwy 52N and 75th St. NW. In accordance with the public hearing held by the Cascade Township Planning Commission on May 20, 2014 and the amendments made to the TMP Special District at that meeting, Mr. Ihrke presented Cascade Township Zone Change Resolution R-14-01 creating the TMP SD contingent upon receipt of a finalized Interim Development Agreement between the property owner and the city of Rochester.

Motion to approve Cascade Township Zone Change Resolution R-14-01 contingent upon receipt of an Interim Development Agreement made by Supervisor Heathman. Second by Supervisor Atkinson.

AYE: Heathman, Atkinson

NAY: None

Motion Approved

12. Cease & Desist Letters

The board discussed the actions requested of Mr. Daniel Hylland (Athelon Enterprises) and Mr. Binkley (KATS company, Serenity House Network Red River House and White River House) at the May 5, 2014 board meeting. Neither party has complied with the direction given by the board regarding non-compliance with the Cascade Township Zoning Ordinance. The clerk presented draft Cease & Desist letters for each individual. The board approved mailing of the letters subject to the following modifications.

- Mr. Hylland is to be allowed 7 calendar days to apply for a building permit for the unauthorized structural modifications to his accessory structure.
- Mr. Binkley is to be allowed until July 3, 2014 to make application with TCPA to bring his use of his properties into compliance.

13. Planning Commission Update

- Commissioner Schaap presented the definition of PARK to be included in the next update to the township zoning ordinance. This addresses the action item assigned by the town board October 15, 2013.
- Supervisor Heathman reviewed the compiled list of Conditional Use Permits and the associated action/audit schedule. This addresses the action item assigned by the town board February 3, 2014. This item will be reviewed at the July meeting when all supervisors are present.
- Commission Chair Brown presented a request for the town board to revise the Planning Commission policy to add the TCPA representatives and the town clerk as ex-officio, non-voting members in order to allow them to participate freely as advisors to the commission. Clerk Brown presented the board with an updated Planning Commission Policy to incorporate the requested change.

Motion to approve the revised Cascade Township Planning Commission Policy made by Supervisor Heathman. Second by Supervisor Atkinson.

AYE: Heathman, Atkinson

NAY: None

Motion Approved

14. Audit Schedule

Clerk Brown advised the board that due to staffing issues, the township audit firm was not prepared to present the 2013 annual audit during the June town board meeting. A special meeting will be called for the third week of June to review the audit results. Notice will be posted at the town hall and on the web-site.

15. Glenn's Motor Coach

Clerk Brown advised the board that a driveway permit request has been received from Glenn's Motor Coach on 15th St. NW requesting permission to widen the existing drive. This item will be heard at the July 2014 board meeting.

Township Board Discussion Items

16. Road Maintenance

- The second half of Cameron Drive is being completed.
- No one appeared to speak on the concern of a stop sign at the intersection of Itasca Ct. and Chippewa Dr.

17. Planning Commission Update

Supervisor Heathman provided an update on current activities and pending actions.

18. Garbage Dumpster for Cascade Town Hall

Clerk Brown relayed the pricing information obtained by maintenance supervisor Laures. A decision has been tabled until the next board meeting.

19. Summer Short Course Attendance

Supervisors Heathman and Atkinson and Clerk Brown will attend the MATS Summer Short Course on June 19, 2014.

Motion by Supervisor Atkinson to adjourn. Second by Supervisor Heathman.

AYE: Heathman, Atkinson, Laures

NAY: None

Motion Approved. Meeting adjourned at 8:14 PM

Submitted: Michael Brown, Clerk/Treasurer



Michael Brown, Clerk/Treasurer



Lenny Laures, Chairman