

CASCADE TOWNSHIP

OLMSTED COUNTY – MINNESOTA BOARD MINUTES

February 3, 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 were: Chairman Laures, Supervisor Arlen Heathman, Supervisor Harold Atkinson, and Clerk\Treasurer Michael Brown

Attendees present: Sheriff's Deputy Chad Miller, Jim and Sandy Hoss, Brenda DeCook, Patrick Murphy (Tonna), Teresa Walters, Jim, and Judy Larsen, Don and Ardith Ottman, Larry Johnson (Pleasant Prairie Cemetery)

Chairman Laures called for additional agenda items. Brenda DeCook asked to add an item to discuss a letter to her lender supporting the reduced letter of credit (LOC).

Township Board Continuing Business.

- A motion by Supervisor Heathman to approve the minutes from the January 6, 2014 town board meeting as published and distributed. Second by Supervisor Laures.
AYE: Heathman, Atkinson, Laures
NAY: None
Motion Approved
- A motion by Supervisor Heathman to approve and pay the January Joint Powers bill (claim # 1548) of \$30,370.21. Second by Supervisor Atkinson.
AYE: Heathman, Atkinson, Laures
NAY: None
Motion Approved
- A motion by Supervisor Laures to approve and pay the remaining Cascade bills (claim #s 1539 – 1550 excluding claim #1548) of \$3475.21. Second by Supervisor Atkinson.
AYE: Heathman Atkinson, Laures
NAY: None
Motion Approved
- Clerk/Treasurer Brown reviewed the financial reports.

Total receipts in January 2014 were:

1. Checking interest of \$225.67
2. Town Hall rental and deposit from D. Frissora of \$150.00
3. Town Hall rental and deposit from Possabilities of \$150.00
4. Filing fee from Michael Brown of \$2.00
5. Filing fee from Harold Atkinson of \$2.00
6. 2nd. Half property taxes from Olmsted County of \$11,172.59

The Premier Bank account balance as of January 31, 2014 was \$369,975.86

The CTAS balance as of the start of this meeting is \$369,975.86

The total outstanding checks are:

1. Checks written at this meeting - \$35,428.04

Ending CTAS balance on February 3, 2014 is \$334,547.82

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

AYE: Heathman, Atkinson, Laures

NAY: None

Motion Approved

- Sheriff Deputy's Report:
40 total calls for service for the past month. 17 calls related to vehicle assists and cars in the ditch.
- Mail & Meetings Review
 - Two board members attended the JPB recognition dinner

Township Board New Business

10. Pleasant Prairie Cemetery

Larry Johnson appeared before the board to discuss the fundraising efforts for 2013. The cemetery raised \$2525.00 for which, per previous commitment, the township will match \$2500.00. The cemetery continues to investigate cost reductions and alternate income sources. The board discussed time limits on the township financial support and suggested one more year would be the maximum.

Supervisor Atkinson moved to match up to \$2500 in 2014 for funds raised by the cemetery. Second by Supervisor Heathman.

AYE: Heathman, Atkinson, Laures

NAY: None

Motion Approved

11. Orderly Annexation Agreement

Clerk Brown reviewed with the board and the assembled audience the most recent response from the City of Rochester regarding township requested alterations to the OA agreement. Subsequent to town board discussion and input from the assembled audience, the clerk was directed to communicate the latest updates from Cascade Township to the city for review and to arrange a meeting to discuss any lingering issues.

The clerk will make the suggested updates and return the draft to the city of Rochester.

12. Planning Commission Policy

The clerk reviewed the draft PC policy with the board. Two changes were requested.

1. Revise section 3.A to state that 2/3 of the meetings held during a 12 month period must be attended by the PC members.
2. Update section 4 to change the length of a PC member's position as Chair, Vice-Chair, or Scribe to be 1 year instead of 1 term.

Supervisor Lares moved to adopt the Cascade Township Planning Commission Policy as updated. Second by Supervisor Atkinson.

AYE: Heathman, Atkinson, Lares

NAY: None

Motion Approved

On a motion by Supervisor Heathman and second by Supervisor Lares the board voted unanimously to recess the board meeting at 7:30 PM to allow the Special Town Meeting to be held for the purpose of resetting the 2014 annual election hours and meeting time.

The minutes of the special town meeting are documented elsewhere.

Chairman Lares called the regularly scheduled town board meeting back from recess at 7:36 PM.

The town board discussed the pending work items for the Planning Commission and the lack of progress. The town board stated a desire to document as an action list the work items before the Planning Commission. .

Supervisor Lares moved to have the clerk document the action list and forward that to the Planning Commission members with a due date of the July Town Board meeting for the listed items. Second by Supervisor Atkinson.

AYE: Heathman, Atkinson, Lares

NAY: None

Motion Approved

13. Town Hall Rental Request

The town board approved the rental request from D. Frissora, a township resident.

14. Town Hall Rental Policy and Practice

D. Frissora, a township resident has taken issue with charging township residents to use the town hall. After review of the issues, the town board restated their support for the current policy and fee structure. The clerk is to inform the offended resident of this decision.

15. Inspection of Mobile Home Shelters

Supervisor Heathman advised the board that Cascade Township has in the past inspected the storm shelters at the two mobile home parks. The board agreed this practice should be resumed. Supervisor Heathman will provide the clerk with the contact information and the clerk will notify each park in writing of the board intent to inspect the storm shelters.

16. Annual Township Newsletter

The town board restated its desire to mail an annual newsletter to the township residents in advance of the annual meeting. The topics suggested for inclusion are:

- MS4 information/education
- Ordinance highlights
- Snow removal
- Town Hall availability for rent
- Garbage cans in the street

17. MATS Resolution RE Transportation Funding

The town board discussed the request from MATS for townships to adopt the resolution supporting transportation funding.

Supervisor Atkinson moved to authorize the clerk and chair to sign the resolution on behalf of the township. Second by Supervisor Heathman.

AYE: Heathman, Atkinson, Lares

NAY: None

Motion Approved

18. Salley Hill Development

Ms. DeCook addressed the board regarding the resolution adopted to reduce the letter of credit required of Salley Hill Development. The lender for the LOC has requested the township provide a letter stating that the old LOC will be void upon receipt of the new LOC.

Supervisor Lares moved to have the clerk draft the letter acknowledging the new LOC will replace and void the current LOC. Second by Supervisor Atkinson.

AYE: Heathman, Atkinson, Lares

NAY: None

Motion Approved

Discussion

19. Road Update

Road Supervisor Lares provided an update on snow plowing and equipment activities during the past month. The current projection is that the salt supply will last through this snow season. This will be highly weather dependent.

20. Upcoming Meetings

The board reviewed the list of upcoming meetings for the month.

21 2014 Annual Meeting Planning

The Clerk will draft and mail the annual township newsletter. The absentee ballot board will include Supervisors Laures and Heathman. Denis Hedin has agreed to act as the head judge for the annual elections.

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

AYE: Heathman, Atkinson, Laures

NAY: None

Motion Approved. Meeting adjourned at 8:22 PM

Submitted: Michael Brown, Clerk/Treasurer



Michael Brown, Clerk/Treasurer



Lenny Laures, Chairman

