



CASCADE
--- TOWNSHIP ---

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**CASCADE TOWNSHIP
OLMSTED COUNTY – MINNESOTA
BOARD MINUTES**

August 1st, 2016

OPENING BUSINESS

Called to order at 6:03 pm at the Cascade Town Hall. All in attendance recited the Pledge of Allegiance.

Those in attendance were Chairman Gary Sieck, Supervisor Jimmy Hoss, Supervisor Mike Black, Supervisor Lenny Laures, Supervisor Arlen Heathman and Clerk/Treasurer Steve Wilson.

The minutes from the August 1st, 2016 monthly meeting were reviewed by the Board. It was moved by Supervisor Hoss and seconded by Supervisor Black to approve the minutes as provided. All voted in favor. The motion passed.

Deputy Tracey Pagel reviewed the incident report for the previous month. A total of 78 calls were made in Cascade Township since the last Township meeting.

CONTINUING BUSINESS/CONSENT AGENDA

The Board reviewed the Joint Powers claims and payroll. It was moved by Supervisor Hoss and seconded by Supervisor Black to approve the claims of \$12,115.10 and net payroll of \$9,337.64 as presented. Supervisors Sieck, Heathman, Hoss and Black voted in favor and Supervisor Laures abstained. The motion passed.

It was moved by Supervisor Laures and seconded by Supervisor Hoss to pre approve the five utility claims of the Joint Powers. All voted in favor. The motion passed.

The Board reviewed the Cascade Township Cash Control Statement and bank statement. It was moved by Supervisor Hoss and seconded by Supervisor Black to approve the Cash Control Statement with an ending month balance of \$399,793.05 as presented. All voted in favor and the motion passed.

The Board reviewed the Cascade Township claims and payroll. It was moved by Supervisor Laures and seconded by Supervisor Hoss to approve the claims of \$61,927.23 and net payroll of \$3,413.00 as presented. All voted in favor and the motion passed.

It was noted by Supervisor Sieck that any Supervisor has authority to make decisions on animal control issues.

NEW BUSINESS/ACTION ITEMS

It was moved by Supervisor Laures and seconded by Supervisor Black to set the 2017 Audit and Budget meeting for January 30th 2017. All voted in favor and the motion passed.

It was moved by Supervisor Black and seconded by Supervisor Hoss to set the March 2017 monthly meeting to March 6th to allow a week separation to prepare for the Township Annual Meeting and Election already scheduled for March 14th. All voted in favor and the motion passed.

It was moved by Supervisor Hoss and seconded by Supervisor Heathman to approve the entire 2017 Township meeting schedule as presented. All voted in favor and the motion passed.

It was moved by Supervisor Laures and seconded by Supervisor Heathman to waive the Town Hall rental fee for the Countywide Cloverbuds 4-H who will meet on the 1st Thursday night of each month until May of 2017. All voted in favor and the motion passed.

It was moved by Supervisor Hoss and seconded by Supervisor Black to authorize Road Maintenance Supervisor Lenny Laures to execute the 2016 Township road maintenance plan including Barga Incorporated so long as it is within the plan and budget. All voted in favor and the motion passed.

DISCUSSION/INFORMATION ITEMS

Attorney Ken Bayliss gave a report to the Board and citizens regarding the Wilmar Investments LLC lawsuit with the Township. Both a summary judgement and trial are scheduled. Attorney Bayliss is hoping for a summary judgement to conclude the lawsuit. Mr. Bayliss is using a three prong test in the lawsuit case. The three prong test has been referenced in other states in similar quarry related cases with success. Mr. Bayliss said that a court trial is preferred over a jury trial if the case, in fact, does go to trial. The Board declined an offer by Mr. Bayliss for a closed session as they did not see any revelatory new information.

Supervisor Sieck provided a summary of the closed session from the July meeting. The purpose of the closed session was to allow a performance review of the Clerk/Treasurer. Supervisor Sieck reported the review included an estimate of the cost of the Clerk/Treasurer position including the hours (20-25) and the hourly rate which are, on average, very close to the plan. The review included the major accomplishments of the Clerk/Treasurer. The review included the role of the Clerk/Treasurer as an employee supervisor including current interpersonal issues as well as any future issues that if occur, will be dealt with in a timely manner. As part of the review the Board committed to a Town Hall job description that will be crafted.

It was moved by Supervisor Laures and seconded by Supervisor Black to allow Board members or Board approved delegates to assist the Town Hall Manager in the rental of the Town Hall when the Town Hall Manager is not available. All voted in favor and the motion passed.

It was moved by Supervisor Heathman and seconded by Supervisor Black to table the approval of a Town Hall Manager job description until the next meeting. All voted in favor and the motion passed.

It was moved by Supervisor Black and seconded by Supervisor Hoss to fill the vacant Assistant Clerk/Treasurer position. Supervisors Sieck, Hoss and Black voted in favor. Supervisors Laures and Heathman voted against. The motion passed.

Supervisor Laures moved and Supervisor Hoss seconded to authorize Supervisor Heathman, Supervisor Black and Citizen Nicole Brueck to form a hiring work group and provide a candidate recommendation to the Board, including a possible probationary period. All voted in favor and the motion passed.

Supervisor Black moved and Supervisor Sieck seconded to add Clerk/Treasurer Wilson to the hiring work group for a total of four members. All voted in favor and the motion passed.

It was moved by Supervisor Sieck and seconded by Supervisor Black to confirm the Clerk/Treasurer position has the account authority over Township social media and to approve a request by Clerk/Treasurer Wilson to delegate certain social media responsibilities to Nicole Brueck. All voted in favor and the motion passed. Nicole Brueck accepted.

Nicole Brueck provided an update of the Township picnic scheduled for September 15th.

Supervisor Laures provided a Road Maintenance Report.

Supervisor Laures reported on the ROCOG and OCTOA meetings as well as Supervisor Hoss on the OCTOA meeting. Clerk/Treasurer Wilson reported on the Big Four training and the MN State continuous improvement training.

There were several comments from the audience.

It was moved by Supervisor Black and seconded by Supervisor Heathman to adjourn. All voted in favor and the meeting adjourned at 9:18 pm.

Eight citizens registered their attendance.

Steve Wilson
Clerk/Treasurer
Cascade Township