



CASCADE
--- TOWNSHIP ---

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

January 4th, 2016

OPENING BUSINESS

Called to Order at 6:00 pm at the Cascade Town Hall. All in attendance recited the Pledge of Allegiance.

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

The minutes from the December 7th, 2015 meeting were reviewed by the Board. It was moved by Supervisor Heathman and seconded by Supervisor Hoss to add one line to page three of the minutes: "*Clerk/Treasurer Wilson reported that the Township has eight new board/staff in 2015.*" Four Supervisors voted in favor and Supervisor Sieck abstained. The motion passed.

It was moved by Supervisor Laures and seconded by Supervisor Hoss to approve the minutes as amended. All voted in favor and the motion passed.

CONTINUING BUSINESS

The Board reviewed the Joint Powers claims and payroll. It was moved by Supervisor Sieck and seconded by Supervisor Frissora to approve the claims of \$32,824.78 and payroll of \$10,858.96 as presented. Four Supervisors voted in favor and Supervisor Laures abstained. The motion passed.

The Board reviewed the Cascade Township cash control statement and bank statement. It was moved by Supervisor Laures and seconded by Supervisor Sieck to approve the cash control statement with an ending month and ending year balance of \$399,695.25 as presented. All voted in favor and the motion passed.

The Board reviewed the Cascade Township claims and payroll. It was moved by Supervisor Hoss and seconded by Supervisor Frissora to approve the claims of \$26,770.16 and payroll of \$2,699.90 as presented. All voted in favor and the motion passed.

The Board reviewed the monthly email and mail.

Deputy Chad Miller reviewed the incident report for the past two months. A total of 38 calls were made in Cascade Township since December 7th. Deputy Steve Loomis also attended.

The Board provided reports to the other Board members and to the citizens regarding meetings attended over the last month. Supervisor Laures reported on TCPA, Local Government Innovation (LGI) and a WSB meeting.

NEW BUSINESS

Jeff Broberg, a consultant with WSB, reported on the proposed annexation of 65th street properties consisting of 39.92 acres. The area is southwest of Menards north. The project has plans for 106 lots and four out lots. Any interested parties may attend a public meeting on the proposed annexation held by the Common Council of the City of Rochester at 7 pm Monday February 1, 2016 at the Government Center Council Chambers. No action is needed by Cascade Township.

The Board discussed the Calendar of Township Meetings for 2016. It was moved by Supervisor Sieck and seconded by Supervisor Heathman to change the February 8th Board of Audit and Budget to January 25th at the same time and place. All voted in favor and the motion passed. The revised calendar will be posted on the Township website and front door of the Town Hall.

A written report was provided to the Board from Clerk/Treasurer Wilson regarding the Townships efforts to comply with all wage and payroll rules for new staff members in 2015.

Clerk/Treasurer Wilson announced that Affidavits for Candidacy will be received by the Township from December 29th - January 12th. Four Township Supervisor seats will be on the ballot in March including seats 1, 3, 4, and 5. Anyone interested in seeking any of the four Township Supervisor seats, is encouraged to file an Affidavit for Candidacy during the two week period by visiting the Township website and contacting the Clerk.

The Board discussed an Auditor's engagement letter from Smith Schafer and Associates. No action has been taken by Rochester Township to agree to the engagement letter.

There was no action and no report from attorney Ken Bayliss regarding the status of the Lawsuit from Wilmar Investments LLC.

DISCUSSION ITEMS

Lisa Puhl of Hidden Oaks Subdivision expressed concerns about bow hunting on her property. The board encouraged all citizens to post property if there are concerns. Deputy Miller suggested two signs should be visible at any point along the property line to provide obvious intent of owners to the prospective trespassers.

Supervisor Laures gave an overview of the roads in Cascade Township. Assuming an 18 year life cycle, 60% of the roads will need updates in the next 7-8 years. Supervisor Laures advised the Board and citizens this information will likely translate to higher than normal budget increases for the Road and Bridge Fund.

Supervisor Sieck presented a proposed job description for the Clerk/Treasurer position on behalf of a staffing work group consisting of himself, Nicole Brueck and Supervisor Laures. Specific payroll related terms were struck from the job description. It was moved by Supervisor Sieck and seconded by Supervisor Laures to approve the edited version. All voted in favor and the motion passed.

The Board discussed preparations for the upcoming Board of Audit and Budget on January 25th 2016.

Citizens suggested the addition of coat racks in the large meeting room of the Town Hall.

It was moved by Supervisor Laures and seconded by Supervisor Frissora to adjourn.

The meeting adjourned at 8:30 pm

There were 12 citizens who registered their attendance at the meeting.

Steve Wilson
Clerk/Treasurer
Cascade Township