



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

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

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

May 2<sup>nd</sup>, 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 Gary Sieck, Supervisor Jimmy Hoss, Supervisor Lenny Laures, Supervisor Mike Black, Supervisor Arlen Heathman and Clerk/Treasurer Steve Wilson. Chairman Sieck arrived at 6:18 pm. Vice Chair Hoss opened the meeting.

The minutes from the April 4th, 2016 monthly meeting were reviewed by the Board. It was moved by Supervisor Heathman and seconded by Supervisor Black to approve the minutes as presented. All voted in favor. The motion passed.

The minutes from the April 26th, 2016 Board of Equalization and Appeals meeting were reviewed by the Board. It was moved by Supervisor Hoss and seconded by Supervisor Laures to approve the minutes as presented. All voted in favor. The motion passed.

Deputy Tracey Pagel reviewed the incident report for the previous month. A total of 72 calls were made in Cascade Township since April 4<sup>th</sup>.

**CONTINUING BUSINESS/CONSENT AGENDA**

The Board reviewed the Joint Powers claims and payroll. It was moved by Supervisor Heathman and seconded by Supervisor Black to approve the claims of \$ 21,911.17 and net payroll of \$9,887.64 as presented. Supervisors Heathman, Sieck, Hoss and Black 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 Black and seconded by Supervisor Hoss to approve the cash control statement with an ending month balance of \$306,237.07 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 Black to approve the claims of \$30,654.23 and payroll of \$5,156.01 as presented. All voted in favor and the motion passed.

### **NEW BUSINESS/ACTION ITEMS**

Supervisor Laures moved and Supervisor Hoss seconded to prepare a plan for the Canoe Launch area including attorney fees. Supervisors Laures, Hoss, Sieck and Heathman voted in favor and Supervisor Black voted against. The motion passed.

Supervisor Heathman moved and Supervisor Hoss seconded to sign the annual tillable land lease agreement with Schultz Family Farms. All voted in favor and the motion passed.

Supervisor Sieck moved and Supervisor Heathman seconded approval of the Chair and Vice Chair of the Board to be official signers at the bank. All voted in favor and the motion passed. These designated signers are in addition to the Treasurer and Deputy Treasurer.

The Board agreed to have a closed meeting for a performance review of the appointed Clerk/Treasurer at the June meeting.

Supervisor Laures moved and Supervisor Black seconded to approve the Employee Mutual Respect Policy after striking the phrase: "Chairperson of the" and the sentence: "In appropriate cases, disciplinary action may be taken." on page two. Supervisors Sieck, Laures, Black, Hoss voted in favor of the policy with the phrase and sentence removed. Supervisor Heathman voted in against. The motion passed.

Supervisor Sieck moved and Supervisor Black seconded to accept the modifications to the Township agenda format as demonstrated on the May agenda. All voted in favor and the motion passed.

Supervisor Heathman moved and Supervisor Laures seconded the re-opening of the Township Facebook page without the use of Supervisor's names on the page. All voted in favor and the motion passed.

A Communication Plan was discussed. The sentence: "Social media at this time refers to but is not limited to, Facebook and the website." should be struck. The policy was endorsed by the Board with the sentence removed.

Assistant Secretary/Treasurer Pohlman reported on the Town Hall Rental policy. Supervisor Laures moved and Supervisor Heathman seconded to increase the rental fee from \$50 to \$100 for non-residents of Cascade Township. All voted in favor and the motion passed. Supervisor Heathman clarified the determination of resident versus non-resident fee will be

dependent upon the resident status of the person applying for the rental. Questions were raised around liability and insurance for items in the Town Hall. Clerk/Treasurer Wilson provided evidence of the use of waivers of liability. Assistant Clerk/Treasurer Pohlman was in the process of having liability discussions with MATIT specific to items stored at the Town Hall.

Supervisor Black stated the importance of allowing Clerk/Treasurer Wilson to manage the Town Hall. Supervisor Sieck agreed.

Supervisor Black moved and Supervisor Sieck seconded the authorization of \$5,600 to Clerk/Treasurer Wilson for the purchase of a Public Address system for the Town Hall. Supervisors Sieck, Black and Hoss voted in favor. Supervisors Heathman and Laures voted against. The motion passed.

### **DISCUSSION/INFORMATION ITEMS**

Supervisor Sieck gave a report on the Planning Commission.

Supervisor Laures reported on the Hadley Creek Bridge project including providing images on a large screen for the audience to view during the report. The current agreement with the City of Rochester includes both a City project number and State project number. A new agreement would include the State project number only. The soft costs for the project could be up to \$80,000, including up to \$32,000 for engineering. The hard costs for the Bridge itself would originate from the State Bridge Fund and is estimated to be \$225,000.

Supervisor Laures reviewed the Township Road Tour with the citizens in the room.

There was no report from Attorney Ken Bayliss regarding the Wilmar Investment Lawsuit. Supervisor Laures and Sieck reported that deposition dates are now uncertain. The court date for the ruling is still scheduled for December.

Supervisors Heathman and Hoss attended the Legal Short Course along with staff members Wilson and Pohlman. Commissioner Cheryl Adolphson also attended.

The Board reviewed the monthly email, mail and miscellaneous documents.

Bob Lee reported from the audience his appreciation for Supervisor Laures providing images of road work for the audience to view during the road reports. Mr. Lee also commended the Board for disagreement during some votes as it encouraged, in his view, more debate among elected officials.

It was moved by Supervisor Hoss and seconded by Supervisor Laures to adjourn. All voted in favor and the motion passed. The meeting adjourned at 9:55 PM.

Page 4  
Cascade Township Minutes  
May 2<sup>nd</sup>, 2016

There were nine residents who registered their names at the meeting.

Steve Wilson  
Clerk/Treasurer  
Cascade Township