



**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**

January 9<sup>th</sup>, 2017

**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, Vice Chair Jimmy Hoss, Supervisor Lenny Laures, Supervisor Mike Black, Supervisor Arlen Heathman, Clerk/Treasurer Steve Wilson and Assistant Clerk/Treasurer Sara Rudquist.

The minutes for the December 5<sup>th</sup> 2016 regular meeting were reviewed by the Board. It was moved by Supervisor Black and seconded by Supervisor Hoss to approve the minutes as provided. All voted in favor. The motion passed.

The minutes for the December 5<sup>th</sup> 2016 Board of Appeal and Adjustment were reviewed by the Board. It was moved by Supervisor Heathman and seconded by Supervisor Hoss to approve the minutes as provided. All voted in favor. The motion passed.

Deputy Sheriff Tracey Pagel provided a public safety report. There were 69 reported incidents since the last Township meeting.

The Board discussed the jurisdiction regarding security calls to the Dog and Garden Park. Supervisor Laures will coordinate a meeting with County and City officials.

**CONTINUING BUSINESS/CONSENT AGENDA**

The Board reviewed the Joint Powers claims and payroll. It was moved by Supervisor Black and seconded by Supervisor Hoss to approve the claims of \$29,485.99 and net payroll of \$10,989.42 as presented. Supervisors Sieck, Black, Heathman and Hoss 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 Heathman and seconded by Supervisor Black to approve the Cash Control Statement with an ending month balance of \$370,613.99 as presented. All voted in favor and the motion passed.

The Board reviewed the Cascade Township claims and payroll. It was moved by Supervisor Black and seconded by Supervisor Hoss to approve the current month claims of \$31,072.03 and net payroll of \$3,641.49 as presented. All voted in favor and the motion passed.

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

Roger Ihrke of TCPA introduced Mark Severson of WSB. Mr. Severson explained the need for a plat correction at River Highlands. Supervisor Hoss moved and Supervisor Laures seconded the approval of the plat correction as presented to the Board. All voted in favor and the motion passed.

The Board discussed the transfer of maintenance of River Highlands to the Township. Supervisor Black moved and Supervisor Hoss seconded the approval of Resolution 2017-01-01 with three conditions:

1. A security deposit of \$5,000 to be used for any costs related to satisfying the recommendations of the engineer.
2. A check for \$2,216 to cover Township accrued expenses derived from the engineer and attorney fees.
3. A warranty consisting of an escrow or letter of guarantee from a bank for 25% of the total cost of the project for the next two years.

All voted in favor and the motion passed.

Supervisor Sieck moved and Supervisor Heathman seconded the approval of Mike Black as the new Joint Powers Chairperson. All voted in favor and the motion passed. Supervisors Sieck, Laures, Heathman and Hoss voted in favor and Supervisor Black abstained. The motion passed. Supervisor Sieck agreed to serve on the JP staffing work group.

The Board acknowledged the resignation of Deputy Clerk/Treasurer Swenson effective December 31<sup>st</sup> 2016.

It was moved by Supervisor Sieck and seconded by Supervisor Black to accept the resignation of Clerk/Treasurer Wilson as presented (effective 5 pm. January 12<sup>th</sup> 2017). All voted in favor and the motion passed.

It was moved by Supervisor Black and seconded by Supervisor Hoss to appoint Gary Swenson as interim Clerk/Treasurer. All voted in favor and the motion passed.

It was moved by Supervisor Black and seconded by Supervisor Hoss to approve the hiring work group to advertise and interview candidates for the position off Clerk/Treasurer. All voted in favor and the motion passed. The hiring work group would consist of Gary Sieck, Lenny Laures, Nicole Brueck and possibly one additional citizen.

It was moved by Supervisor Black and seconded by Supervisor Hoss to approve contracting with Unity Consulting (Steve Wilson) to assist Gary Swenson. The work will be at the discretion of the Board Chair and Supervisor Sieck. All voted in favor and the motion passed.

It was moved by Supervisor Sieck and seconded by Supervisor Laures to approve an increase of the hourly rate of pay for the Assistant Clerk/Treasurer position from \$17.50 to \$18.50 per hour. All voted in favor and the motion passed.

It was moved by Supervisor Hoss and seconded by Supervisor Black to change the claim due date for Board member claims and payroll to the last Friday of the month. Supervisors Sieck, Hoss and Black voted in favor. Supervisors Laures and Heathman voted against. The motion passed.

Commissioner Friederichs reviewed the CUP review process and three pending letters to be sent to Cascade Township C.U.P. holders. The Board did not find any concerns.

It was moved by Supervisor Black and seconded by Supervisor Hoss to accept the Olmsted County prosecution services agreement as presented. All voted in favor and the motion passed.

Supervisor Laures provided a TCPA/Engineering rate update

Supervisor Sieck provided a Lawsuit update and the Board discussed the possibility of a special meeting in January.

## **DISCUSSION/INFORMATION ITEMS**

Clerk/Treasurer Wilson provided a year-end financial review of the Township.

The Board reviewed the 2016 policy changes and gave permission to Assistant Clerk/Treasurer Rudquist to format the policies.

Supervisor Laures provided a 2016 TCPA review.

Commissioner Friederichs provided a Planning Commission report.

Mark Cochran provided a Road Maintenance report.

Clerk/Treasurer Wilson made a call to the citizens for Supervisor candidates for the upcoming March Township Election. Candidates have until 5 pm on January 17<sup>th</sup>, 2017 to submit an affidavit of candidacy.

Supervisor Sieck made a call to the citizens for Planning Commission candidates for the upcoming re organizational meeting in April.

It was moved by Supervisor Hoss and seconded by Supervisor Laures to adjourn. All voted in favor and the meeting adjourned at 8:40 pm.

Six citizens registered their attendance at the meeting.

Steve Wilson  
Clerk/Treasurer  
Cascade Township