

Rochester Township
Board Meeting Minutes
February 13, 2020

Meeting was called to order at 7:00 pm by Chairman Jeff Orth.

Members present - Jeff Orth, Douglas Butler, Brian Mueller, Matthew Kitzmann, Jamie Neisen and Sara Rudquist

Guests - Mark Cochran, Deputy Tracey Pagel

Minutes – Doug Butler moved to accept the January 9, 2020 minutes. Brian Mueller seconded. All voted in favor and the motion carried.

Deputy's Report - Deputy Tracey Pagel reviewed the call report of 58 calls; 4 calls at Von Wald Residence.

2021 Budget (revised) – Jamie Neisen led a review of the budget and referenced page 6 of the agenda packet where 'Reserves' are listed. Jamie suggested increasing reserves by \$50,000. Matt Kitzmann moved to increase reserves by \$50,000 for the 2021 budget. Jamie Neisen seconded. All voted in favor and the motion carried.

Board of Audit Review – Brian Mueller reported that the Board of Audit conducted a review and found the books to be in order.

Von Wald Discussion – Jeff reported that he and Doug attended a meeting related to the Von Wald Residence. Von Wald staff discussed the new plan for this property and they will be approaching the county regarding the new plan. They are uncertain as to what the future will be. Jamie reported that he and Doug attended a meeting with Carla Nelson, 180 Degrees and the lobbyist. They want the township to revisit the idea of being the fiscal agent as previously discussed. They were unable to present any information as to the role of the fiscal agent. Through discussion it sounds like it will not make it through the upcoming fiscal budget. Doug further commented that it sounds like county staff is not supportive of the bonding proposal; they support Von Wald Residence, but not the bonding request. Being the fiduciary agent could indicate a significant amount of work for someone at the township level, probably the clerk. There are many unanswered questions at this point. This seems more appropriate discussion at the county level than the township level. Doug would like to see the township adopt a resolution encouraging the county. Doug Butler moved that the Rochester Town Board request Olmsted County to endorse the need for the Von Wald program and its plan for expansion and replacement of its building, addressing this motion to Matt Flynn, Olmsted County Commissioner. Jamie Neisen seconded. All voted in favor and the motion carried. Doug will draft a letter to the county.

Annual Township Letter – Jeff Orth reported that Katie, who lives on West Meadow Ridge, had presented an issue. Mark reported that her trees are right up to the edge in the ROW and the trees will need to be moved out of the ROW. There were complaints that snow was piled up and damaged some trees. Mark visited the site and noted that her trees are indeed in the ROW. Mark would like to spend the allotted tree money in this neighborhood clearing out the right of way and the 100 foot radius.

Doug Butler moved that the proposed Rochester Township 2020 Annual Letter be sent to the citizens. Jamie Neisen seconded. All voted in favor and the motion passed. The letter will be sent immediately to MinuteMan so that it can be mailed.

Mark Cochran made a comment related to spraying. “Do not spray” signs are available for citizens to have installed at a cost of \$126 per sign.

Election Judge Appointment List – Jamie Neisen moved to approve resolution 2020.02.01 appointing election judges. Matt Kitzmann seconded. All voted in favor and the motion passed. Jamie Neisen moved to approve resolution 2020.02.02 appointing election judges for the Presidential Nomination Primary. Matt Kitzmann seconded. All voted in favor and the motion passed.

MATIT Insurance Valuation – The Board discussed the options regarding property valuation. Matt Kitzmann will obtain further clarification and this item will be reviewed again during the March Board meeting.

Cascade / Rochester Townships Wood Chipper – Jeff Orth reported that the blade was valued at \$50,000 at the JPB meeting. Mark Cochran stated that this would be a good direction given that this is all JPB equipment. Jamie Neisen moved to accept that Rochester Township and Cascade Township are joint owners in the motor grader and the wood chipper, accepting the checks for payment from Cascade Township, and turning ownership over to JPB. Matt Kitzmann seconded. Jeff acknowledged the work Mark, Matt and Jamie have put into moving in this direction. All voted in favor and the motion passed.

Rob Gregory Development – Not discussed.

Meadow Crossings Engineering – Jamie Neisen reported that he has received a proposal from Kimley Horn which is a company the county has worked with. He contacted another engineering firm but has received no response. Kimley Horn presented a proposal stating that they will look at the new development as well as the ordinance (10.48). Roger Ihrke has put together a proposal of all the developable land and his estimation of road use for Meadow Crossing if the developable land were to develop. Jamie took this information and presented it to Kimley Horn who will do an analysis of Meadow Crossing. They will give a current analysis and project future impact. Work will be paid for by the developer per the previously adopted Board resolution. It was noted that if the roads do not connect, there would not be a need for a study. Jeff Orth noted that if the roads do not connect, there would not be a need for a study. He stated that it might turn out that the road will not need to be created at a high specification

depending on how it all turns out and the options that the developer chooses in the planning of the development. Residents in this neighborhood do not seem to want more traffic on this road. The question was raised why do this study if there is not going to be further development? A resident expressed a need for a secondary access in case of emergency. It was noted that this would be an expensive endeavor and should be placed on hold until the developer presents a plan.

Treasurer's Report – Brian Mueller moved to approve the Treasurer's report with a balance of \$714,935.76. Doug Butler seconded. All voted in favor and the motion passed.

Rochester Township Claims – Brian Mueller moved and Jamie Neisen seconded to accept and pay Rochester Township claims #4460-4475 in the amount of \$40,044.69. All voted in favor and the motion carried.

JPB Claims – Jamie Neisen moved and Matt Kitzmann seconded to accept and pay Joint Powers Board claims #5029-5055 and the Rochester Township share in the amount of \$30,911.44, and a payroll share of \$12,762.45. All voted in favor and the motion passed.

Road Maintenance Supervisor Report – Mark Cochran reported that he had met with WHKS about the project related to the Girl Scout camp and 48th Street. Preliminary drawings have been created and there appear to be two options. Consideration needs to be given to fixing this or not. The cul de sac seems to be lesser of a priority. The hill seems to be a trouble spot. Jeff Orth recommended that someone go with Mark to talk with the people to get a feel for their thoughts and preferences prior to having an official informational meeting.

The date for the road tour has been set for Wednesday, March 25th beginning at 8:00 am. We need to have an idea of a plan prior to the April 3rd bid meeting.

Mark will take care of the MS4.

TCPA Report – Jamie Neisen reported that there is a lot going on at TCPA. They are asking Rochester Township to decide what to charge for rent for the new building. The new plan is going to architects for bids. They are asking for a long-term lease plan with an exit agreement which should be written up by the lawyer given the need for legal definition and a formal agreement. Both entities need some protection in this agreement. The current lease is \$250 per month. Current commercial lease rates are \$10-\$20 / square foot. The Board discussed potential lease terms such as \$550 per month (~ \$9/sq ft) for year 1 and a 10 year lease with a \$25 per month increase per year for 10 years. TCPA would like some protection since they are fronting the cost of the build-out. Perhaps consider a lease with options. Since they are paying for the building, they would like rent adjusted accordingly. Jamie Neisen moved to start the lease of approximately 732 square feet, which includes 4 offices and storage room, at \$500.00 per month for 5 years, years 6 through at \$550 per month, and an additional option of \$600 per month for years 11 through 15. If Rochester township leaves the current building for another property, TPCA's lease will transfer to any new location at the current price per square foot rate. Matt Kitzmann seconded. All voted in favor and the motion passed. Additional feedback from the Rochester township Board to TCPA should include that the township is paying for a

portion of the necessary furnace upgrade including replacing the 2 small units and tying the upstairs offices into the new furnace.

Jamie posed another caveat. What if TCPA were to cease to exist, what happens? There should be an exit strategy for TCPA for Rochester's benefit. The attorneys need to review this item when drafting the lease such that these sorts of details are codified in writing.

Board of Adjustment Report - Did not meet.

Planning and Zoning Commission Report – Did not meet.

Upcoming Meetings –

- March 12, 2020 7:00 pm Board Meeting
- March 21, 2020 5:30 pm Olmsted County Township Officers Annual Banquet
- March 25, 2020 8:30 am Road Tour

Meeting Adjourned – Matt Kitzmann moved and Brian Mueller seconded to adjourn. All voted in favor. Meeting adjourned at 10:55 pm.

Respectfully Submitted,

Randy Staver, Clerk / Treasurer

Jeff Orth, Chairman