

**Rochester Township**  
**Board Meeting Minutes**  
**February 14, 2019**

Meeting called to order at 7:03pm by Chairman Brian Mueller.

Members Present – Rachel Bohman, Jamie Neisen, Jeff Orth, Brian Mueller, and Sara Rudquist. Doug Butler was absent.

Guests: Mark Cochran, Deputy Tracey Pagel, and 1 citizens.

**Minutes** – Rachel Bohman moved to accept the January 10, 2019, Board Minutes as presented. Jamie Neisen seconded. All voted in favor and the motion passed.

**Annual Township Newsletter** – Rachel Bohman moved to approve the Rochester Township 2019 Annual Newsletter as amended to be sent out as soon as possible. Jamie Neisen seconded. All voted in favor.

**Records Retention** – Jamie Neisen moved and Jeff Orth seconded to adopt the general records retention schedule. All voted in favor.

**Website** – Jamie Neisen moved and Jeff Orth seconded that the clerk download approved minutes onto the website each month. All voted in favor.

**JPB ACH** – Jamie Neisen moved and Rachel Bohman seconded to allow JPB make ACH payments as needed. All voted in favor.

**Rochester Township ACH** – Jamie Neisen moved and Jeff Orth seconded to allow Rochester Township to use ACH payments at Premier Bank. All voted in favor.

**Deputy's Report** – Deputy Tracey Pagel reported on activity in the township last month; there were 48 calls.

**Resolution Authorizing Contract with Authorized Officer** – Jamie moved to approve the resolutions for Jeff Orth, Doug Butler and Rachel Bohman as interested officers. Brian Mueller seconded. All voted in favor.

**Annual Meeting** – Jeff Orth will ask Gary Swenson to attend and handle the clerk's duties.

**2020 Budget** – The Board discussed the proposed 2020 budget. Jeff Orth moved and Jamie Neisen seconded to present the proposed 2020 budget of \$1,070,978.

**Treasurer's Report** – Rachel Bohman moved and Jamie Neisen seconded to approve the treasurer's report as presented with a balance of \$832,083.85. All voted in favor and the motion passed.

**Rochester Township Claims** – Rachel Bohman made a motion to approve and pay claims #4234 -4247 in the amount of \$23,330.12 and payroll for \$3,680.73. Jeff Orth seconded the motion. All voted in favor, and the motion passed.

**JPB Claims** – Rachel Bohman moved to accept and pay the Joint Powers Board claims #4461 – 4487 and the Rochester Township share of \$5,910.60 and payroll of \$11,905.33. Jamie Neisen seconded. All voted in favor and the motion passed.

**Road Maintenance Supervisor Report** – Mark Cochran reported that there has been a lot of snow. Trucks are holding up well. Mark switched sand companies. It’s a different type of sand but seems to be working well.

**TCPA Report** – Jamie Neisen reported on the TCPA meeting.

**Board of Adjustment Report** – Did not meet.

**Planning and Zoning** – Met and reviewed CUPs.

**Road Tour** – 2019 Road Tour scheduled for Monday, April 1, 9:00am.

**Meeting Adjourned** – Rachel Bohman moved and Jamie Neisen seconded to adjourn the meeting. Meeting adjourned 10:10pm.

Respectfully submitted,

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Sara Rudquist, Deputy Clerk

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Brian Mueller, Chairman