

**Rochester Township**  
Annual Meeting Minutes  
March 9, 2021

Meeting was called to order by Township Clerk Randy Staver at 8:15 pm.

Pledge of Allegiance.

The Clerk welcomed the attendees and introduced the township board members.

The Clerk called for the nomination of a moderator from the floor. Jeff Orth nominated Brian Scheinhoa. There were no other nominations and Brian Scheinhoa was appointed.

Brian Scheinhoa asked for the approval of the 2020 annual meeting minutes. Kent Sandgren made a motion to approve the 2020 Annual Meeting minutes. Nathan Bakken seconded the motion. All voted in favor and the motion passed.

Deputy Dean Thompson reviewed public safety information for the last two years. There were a total of 578 calls for service in 2019 and 687 calls for service in the same time period in 2020. Deputy Thompson noted a more recent concern of catalytic converters being stolen.

Jamie Neisen commented on fire protection in the township which is based on a contractual agreement with the City of Rochester. Jeff Orth noted the importance of good fire protection given it can have a direct impact on fire insurance rates for township residents.

Treasurer Randy Staver provided an overview of the beginning and ending bank balances for 2020 as well as total receipts and disbursements. He also commented that the Board of Audit had recently completed an internal review and found no errors. An annual outside audit is currently underway with Smith Schafer and the results will be presented to the board in June or July. Kent Sandgren moved to approve the treasurers report. Nathan Bakken seconded. All voted in favor and the motion passed.

A motion was made by Kent Sandgren to set the Annual Meeting date for 2022 for Tuesday March 8, 2022 at 8:15 pm. The motion was seconded by Nathan Bakken. All voted in favor and the motion passed.

Jamie Neisen spoke about Planning Commission activities in 2020. He noted that there has been considerable development in the township including Millie Meadows and Mayowood Estates. He stated that there could be about 100 lots for sale in the coming year. A question was raised whether the township is aware of any additional annexations being planned by the City of Rochester. There are none we are aware of. A question was raised regarding the location of future bike paths. It was suggested that the person contact county commissioner Matt Flynn or the head of Rochester Parks and

Recreation for more details. This could also be discussed at a regular township board meeting and the questioner was asked to forward a request to the township clerk to get on a future agenda.

Jeff Orth gave a report of TCPA activities. He talked about the office expansion which is nearing completion. As part of the process, a new lease agreement is being created between TCPA and the township.

The annual Township Picnic was discussed. Brian Mueller made a motion to hold the picnic on a date to be determined in August with a budget of \$650.00. Kent Sandgren seconded. All voted in favor and the motion passed.

Township Supervisor Jamie Neisen presented the proposed budget and levy for 2022 for \$1,176,633. Jamie talked about increased costs associated with development and corresponding road improvements. He also stated that the township looks for other funding outside the tax levy such as through state grants. In response to a question, Jamie talked about the shared employee and equipment arrangement with Cascade township which is referred to as the Joint Powers Board (JPB). Kent Sandgren moved to approve the proposed budget and levy of \$1,176,633. Nathan Bakken seconded. All voted in favor and the motion passed.

Mark Cochran reported on various road concerns and projects undertaken in 2020 as well as projects planned for 2021. Jamie Neisen mentioned that the Joint Powers Board recently decided to extend the anticipated life of certain pieces of equipment from 10 to 12 years given their better than expected life expectancy.

Brian Mueller moved that the township should hold an annual employee recognition event, typically in December or January, with a budget of \$500. Nathan Bakken seconded. All voted in favor and the motion passed.

Brian Mueller reported the election results. Matthew Kitzmann was re-elected with 31 votes, Jamie Neisen was re-elected with 30 votes and Brian Zmolek was elected with 30 votes. No other individuals filed for the seats other than the incumbents.

Nathan Bakken asked whether the township has a policy on hot air balloons. His concern is that certain touchdown sites could be an issue with livestock. Jeff Orth noted the similarity with people using drones. Jeff suggested that people could speak with our county commissioner to determine if there is a county policy and whether there are model ordinances that could be adopted.

Kent Sandgren noted that the presence of coyotes seems to be more prevalent and asked if the township has any specific solutions. There are currently no extra efforts being taken.

Kent Sandgren made a motion to adjourn the meeting at 9:15 pm. Brian Mueller seconded the motion. Meeting Adjourned.

Respectfully Submitted,

---

Brian Scheinhoa, Moderator

---

Randy Staver, Clerk / Treasurer