

May 4, 2020 @ 7:00pm

Regular Township Meeting

Due to COVID-19 and the 'Stay at Home' order from Gov. Waltz this meeting was held via Video Conferencing thru the Zoom Meeting App.

Present at the Town Hall – Chairman Jeff Schommer; Fire Chief Eric Makowski and clerk A. Anderson. (All were part of the Video Conferencing)

Present thru the Zoom Meeting App. – Supervisors Dave Hauser, Jim Roach; Treasurer Dominic Henderson. There were 13 residents that participated along with the meeting.

Chairman J. Schommer called the May meeting to order.

Minutes from the April meeting had been sent to all supervisors for review. J. Schommer stated there was an addition to the minutes that was needed. Park & Rec. – 'Any and all expenditures for the park require approval by the board beforehand.' J. Schommer made a **motion (1)** to approve the April minutes with the correction, seconded by D. Hauser. All were in favor.

Treasurers Report – D. Henderson reported a beginning balance of \$1,136,766.64; receipts of \$29,281.06; approved March disbursements of \$20,722.38; leaving a cash balance of \$1,081,520.13. J. Schommer made a **motion (2)** to approve the Treasurers report, seconded by J. Roach. All were in favor.

Crosslake Police Report – 15 calls for April 2020 – 49 in 2019. Year-to-date 158 calls (via email from Chief Erik Lee)

Mission Fire Report – Chief Eric Makowski reported 13 calls for April, 33 calls year-to-date. There was discussion regarding the Overnight Duty Crew (ODC). Chief had prepared a Job Description with duties and requirements. J. Schommer made a **motion (3)** to approve the Job Description for the ODC position, seconded by D. Hauser. There was discussion, all were in favor. Motion carried. Chief received an application from Thomas Graves for this position. Board reviewed, D. Hauser made a **motion (4)** to accept Thomas Graves for the ODC position, seconded by J. Roach. All were in favor. Chief stated there had been a fire on Pine Trail Drive, equipment had to be brought in to help with clean-up. There are now hazardous waste piles that need attention. Owner James Dorman discussed his actions for clean-up. Chief suggested three different options – 1) bill the owner for the excavator of \$600; 2) bill the owner, but give 60-90 days to clean-up, when completed bill would be retracted; 3) or do nothing. There was further discussion, J. Schommer stated there should be a policy in place for such incidents. Chief will set up some parameters for future incidents. D. Hauser stated this should also be discussed with contract partners. Discussion was **Tabled**. Homeowner will send pictures after May 16-17 to show progress of clean-up.

Fire Relief – June 9th at 7:30pm will be the quarterly meeting.

Road & Bridge Report – D. Hauser stated that the Road Inspection should be tabled, there was discussion. J. Schommer asked D. Hauser to split the roads up in 3 groups. Each supervisor will inspect roads prior to the June meeting.

Park & Recreation Report – Carl Anderson stated proposed activities for May would include: place remaining tennis nets, prepare and clean courts; set up Pickle Ball and Disc Golf; turn water on; plant flowers by park sign. Proposed expenditures were \$300 – plants, water filters, fuel. J. Schommer made a **motion (5)** to approve the park expenditures for May, seconded by J. Roach. There was discussion regarding to Grill/Grate, this was **Tabled** until the June meeting. All were in favor, motion carried.

J. Schommer stated he had been in contact with Ryan Simonson regarding the township land Forestry plan and is still obtaining information. There will be an update at the June meeting.

There was discussion regarding cancelling the June 20th 'Start to Summer' parade and floats. J. Schommer made a **motion (6)** to Cancel the June 20th 'Start to Summer' parade and floats, seconded by D. Hauser. J. Roach opposed; motion carried.

Aluminum Can recycle had been brought in – it was 1/3 full of trash. There was a suggestion to move it to the Transfer Station. After further discussion aluminum recycle will be removed for a short time.

While discussing recycle, there was concerns about the oil recycle at the town hall. J. Roach will check into a solution to help with garbage being dropped at this site. J. Roach will be in contact with Crosslake P.D.

Greg Junker requested board approval to move forward with the 2020 Mission Adult Tennis Program, there is no cost to the township as the participant pay a fee for this program. J. Schommer made a **motion (7)** to approve Greg Junker move forward with the 2020 Mission Adult Tennis Program with reimbursement costs not to exceed \$250, seconded by J. Roach. All were in favor.

Cemetery Report – No report.

Transfer Station – No report.

Old Business – S.P.E.G. Update - D. Hauser stated he has received all quotes for a new/used/leased plow truck for the June meeting. There was discussion regarding time table for ordering a truck. D. Hauser stated there should be a 'Special Meeting' to discuss further. J. Roach requested the specs for the plow truck from D. Hauser.

Capital Projects Hearing – J. Schommer had talked with an accountant regarding the purchase of Capital Projects, how to fund them. Bonds, reserves, taxes could be some options. J. Roach stated we would need a plan before moving forward. A future date will be set for a 'Capital Project Hearing'.

Bolton & Menk – Pavement Management meeting is set for June 15th @ 7:00pm, this will be decided at the June meeting if it should be rescheduled.

Update of Township Sign – D. Hauser stated it would cost \$215.16 plus freight for 6 signs that would state "Quite Place to Live" to replace 'Celebrating 100 Years' under Mission Township sign. J. Schommer made a **motion (8)** to purchase 6 signs 'Quite Place to Live', seconded by D. Hauser. All were in favor.

Repairs to Plow – D. Hauser stated that the fuel tank needed replacing. There was discussion. J. Schommer made a **motion (9)** to approve the repairs as need to the plow truck including new fuel tank, new fuel line and check hydraulic and other minor hoses, seconded by J. Roach. D. Hauser opposed; motion carried.

New Business – Resignations – D. Hauser and clerk had received resignation letters from Transfer Station Attendant - Dale Van Horn, effective May 2, 2020 (or as soon as someone else is hired) and town hall Cleaner - Patty Van Horn effective April 30th (or until someone else is hired). There was discussion regarding longer hours for the Transfer Station. J. Schommer made a **motion (10)** to change the hours at the Transfer Station from 10am – 2 pm to 9am – 5pm Saturdays in April thru October, seconded by J. Roach. All were in favor. J. Roach will put together a job description for advertisement of these positions.

Inventory & Manager/Employee Reviews – J. Schommer stated we should have a current inventory. J. Schommer will conduct reviews of Fire Chief and Park Employee.

Van Horn Services – There has been an increase in service costs due to insurance increases. There hasn't been an increase in several years. J. Schommer made a **motion (11)** to approve the increase from Van Horn Services, seconded by D. Hauser. All were in favor.

Town Hall Lighting – There was discussion regarding changing the lighting so power points are able to be shown better, be possibly installing a dimmer switch. J. Roach will get costs on a new overhead screen. J. Schommer made a **motion (12)** to make improvements to the lighting in the Town Hall, seconded by J. Roach. All were in favor. J. Roach will check with Evergreen Lighting about costs to increase the lighting in the parking lot at the Town Hall.

Claims had been emailed to supervisors for review. J. Schommer made a **motion (13)** to approve claims 9097-9124 in the amount of \$36,460.43, (checks 9122-9124 are void as they are paid electronically by Paper Plan-it) seconded by D. Hauser. All were in favor.

J. Schommer made a **motion (14)** to adjourn the May meeting at 9:25pm, seconded by J. Roach. All were in favor.

Respectfully Submitted,
Anna Anderson, Clerk

Jeff Schommer, Chairman

*******May minutes are unapproved until the June 1st Regular Township Meeting*******