

Mission Township, MN – Roads Committee

November 12, 2020, Minutes

A meeting of the Mission Township Roads Committee was held on Thursday, November 12, 2020, at 5:30 PM, at the Town Hall.

Attendance: Committee members present were Jon Auge, Eric Carder, and Dave Meyer. Board Roads Liaison Dave Hauser was also in attendance.

Agenda: The proposed agenda was reviewed and adopted.

Minutes: The Committee reviewed the Minutes of the 10-8-2020 meeting and adopted as presented.

Report on Town Board Actions or Requests: The Chair reviewed the committee update presented at the November 2, 2020, Town Board meeting. There were no comments or requests from the Board.

Discussion Topics: The Committee discussed the following topics:

- **Roads Survey Responses:** The Committee received three responses to our Roads Survey. All fund road improvements from their levy and the amount of annual spend on roads varies considerably. The Chair will send out a follow-up request to those who have not yet responded.
- **Plow Maintenance Building:** The Committee reviewed preliminary detailed specs and a rough cost estimate prepared by Eric Carder. Discussion occurred on the potential for a wash bay that could also be used by the Fire Department. The Committee agreed to include a maintenance building in our capital plan proposal.
- **Township Levy Comparison:** The Chair presented a five-year comparison of our Mission Township levy vs. surrounding townships. Our levy is 'middle of the pack' in this comparison, which does not factor in reserves. No clear takeaways for action.
- **Mission Roads Inventory:** The Chair was able to prepare an inventory of township roads based on records in the Town Hall and input from various residents. The inventory shows our oldest roads are 28 years old (3 roads) and the newest was resurfaced in 1996. Our pavement depth is 2", except for East Bass Lake Road which is 1.5". We will use this inventory, along with the data in the Bolton and Menk report to form our capital plan recommendations.
- **Preliminary Road Prioritization:** Discussion occurred on a proposed road replacement/maintenance spreadsheet that utilizes asphalt age and PASER rating (from the Bolton & Menk report) to formulate a priority list for road

replacement and increased maintenance. We will finalize our priority recommendations at our December 3 meeting.

Prep for 12/8 Capital Planning Meeting: The Committee discussed our presentation for the Town Board capital planning meeting on December 8. Our presentation will include the following.

- Background – 1-2 slides
- Road Priorities with cost and time phasing – 1-2 slides (with copies of detailed spreadsheet)
- Maintenance building proposal – 1 slide
- Finance options – 1 slide

We will finalize at our December 3 meeting.

New Business & Open Discussion: There were no additional topics presented.

The Committee adjourned at 6:50 PM.

Next Meeting: December 3, 2020, beginning at **5:00 PM**, at the Town Hall.