

Mission Township, MN – Roads Committee

December 3, 2020, Minutes

A meeting of the Mission Township Roads Committee was held on Thursday, December 3, 2020, at 5:00 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 11-12-2020 meeting and adopted as presented.

Report on Town Board Actions or Requests: Since there was no Board meeting since our last Committee meeting there was nothing to report.

Discussion Topics: The Committee discussed the following topics:

- **Mission Roads Inventory:** The Committee reviewed the final version of the Roads Inventory as prepared by the chair. A couple of additions were added by Mr. Hauser. It is now considered complete and will be presented to the Board as well as posted on the township website.
- **Plow Maintenance Building:** The Committee reviewed preliminary detailed specs and a rough cost estimate prepared by Mr. Carder. Discussing 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 while identifying additional rationale to support the need for a building.
- **Road Prioritization for Capital Plan:** Discussion occurred on a proposed road replacement/maintenance spreadsheet that utilizes asphalt age and PASER rating (from the Bolton & Menk report), as well as likely dollar costs provided by the County, to formulate a priority list for road replacement/reclamation in the 5-year Capital Plan. Discussion also occurred on potentially aligning our recommendations with the CR-109 project in 2021. The Committee agreed to recommend six roads for reclamation and one road for an overlay in the plan, as well as construction of the multi-use maintenance building. The recommendations will be posted on the township website and presented to the Board at the December 8 Capital Plan meeting.
- **Annual Maintenance Plan:** This item was deferred to the January 14 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

The Committee finalized the presentation content.

New Business & Open Discussion: Mr. Hauser asked to Committee to consider recommending a policy on swing-away mail boxes when reclaiming or reconstructing roads in the future. The Committee will add it to a future agenda for discussion.

The Committee adjourned at 6:50 PM.

Next Meeting: January 14, 2021, beginning at 5:30 PM, at the Town Hall.