

February 1, 2021 @ 7:00pm

Regular Township Meeting

Present – Chair Jim Roach, Supervisor Bob Steele, Fire Chief Eric Makowski, Park Attendant Carl Anderson and clerk A. Anderson. There were also five firefighters in attendance.

Zoom Present – Supervisor Jeff Schommer; Road Committee Chair Jon Auge; Park Committee Members Jim Peterson, Dave Baker; there were five other residents on Zoom.

Called to Order – J. Roach call the February Regular Township meeting to order.

Approval of Minutes – January Regular Township minutes were reviewed. B. Steele made a **motion (1)** to approve the January Regular Township minutes as written, seconded by J. Schommer. All were in favor, motion carried.

Fire Officer Position Interviews minutes were reviewed. B. Steele made a **motion (2)** to approve the Fire Officer Position Interviews minutes as written, seconded by J. Schommer. All were in favor, motion carried.

Reorganizational Meeting minutes were reviewed. J. Schommer stated that the Committee Meetings should not be an 'Elected Officials Compensated Meeting' and should be an hourly rate of \$18. J. Schommer also suggested that only one supervisor attend the Committee Meetings at a time. There was discussion regarding not having the 'Resolution Authorizing Contract with Interested Officers' in place. Attorney Jason Hill stated if the Committee Meetings are posted there should be a note on the posting stating there could possibly be a quorum of the board. J. Schommer made a **motion (3)** to approve the Reorganizational Meeting minutes with the changes (**removing the Committee Meetings from the 'Elected Officials Compensated Meeting' list and changing it to \$18 an hour for any Committee Meetings or Liaison Meetings**), seconded by B. Steele. All were in favor, motion carried.

Attorney Jason Hill had prepared a 'Resolution Accepting a Resignation and Declaring a Vacancy in the Office' letter. Chair J. Roach signed the Resolution accepting Dominic Henderson's letter of resignation as of January 7 2021. J. Hill stated the board will need to appoint a treasurer and have a Certificate of Appointment filed in the clerk's office. There was further discussion. It was agreed to hold a '**Special Meeting**' on February 8, 2021 at 7:00pm to discuss appointing a treasurer and to also discuss how the Annual Meeting will be held as to comply with Guidelines due to the Emergency Executive Orders from Gov. Walz limiting in-person participation at public events.

Treasurer's Report – Clerk reviewed report stating a beginning cash balance of \$1,087,074.32. Receipts were \$2,627.13; approved disbursements were \$40,316.90; leaving an ending balance of \$1,049,384.55. Clerk stated that all balances were in order with Paper Plan-it and Bremer Bank. B. Steele made a **motion (4)** to approve the treasurer's report, seconded by J. Schommer. All were in favor, motion carried.

Crosslake Police Report – Officer Jake Maier and Officer Adam Lane reported 45 calls, stating the majority of the calls were traffic warnings. Maier commented on a few burglaries in the area, asking residents to be vigilant. If something that doesn't look right, please call.

Fire Department Report – Chief Eric Makowski had a pinning ceremony for the newly promoted officers. Shane Johnson was promoted to Captain I; Jill Allord was promoted to Captain II and Joel Furhmann was promoted to Lieutenant II. Not present: Kailynn Allord promoted to Lieutenant III and Sam Klinger promoted to Training Officer.

Chief reported on 11 calls. For review Chief had a list of Firefighters who had met the 30% requirements for satisfactory performance from 1/1/2020 to 12/31/2020. Chief requested signatures for the Annual DNR contract; this contract allows Mission Fire Department to assist if the DNR requests. J. Roach made a **motion (5)** to approve signatures for the Annual DNR contract, seconded by B. Steele. All were in favor. J. Roach made a **motion (6)** to allow Fire Chief to just inform the board about the Annual DNR contract each year, seconded by B. Steele. All were in favor, motion carried.

Eric Anderley gave an update on Engine II, stating they should have it finished by next months meeting. Graphics for the new EMS vehicle are still a work in progress.

Chief had a new applicant for review and requested approval. B. Steele made a **motion (7)** to approve Quinn Mathisen as a new hire, pending a background check, seconded by J. Schommer. All were in favor, motion carried.

Fire Relief Report – Eric Anderley reported the special fund is at \$579,126.17. The Annual Fire Relief/Fire meeting is set for February 9, 2021 at 7:00pm.

Road & Bridge Report – B. Steele stated he was working on the contract with Larry Roberts. Dave Hauser will get information to Steele regarding pre-ordering sand & salt from Crow Wing County.

Road Committee Report – Chair Jon Auge had a power point – Topics included: Multi-Use Building, 2022 Maintenance Budget recommendations, DNR State Park Road Grant Application. There was additional discussion regarding a Multi-Use Maintenance Building. In summary J. Auge stated there is a demonstrated need with no viable alternatives. The Committee recommends proceeding with development of final specs and soliciting bids for construction. Fire Chief requested looking into an underground water holding tank – if the Multi-Use Bldg. moves forward. There was discussion regarding the possible cost of this building in the range of \$220,000. J. Schommer stated he was not in support of this project. J. Roach stated we are currently paying for storage; and Crosslake Hwy. Dept. will not allow Mission the use of their wash bay due to insurance reasons. J. Roach does support this project.

Road Committee Request of the Board:

- 1) Accept Financial Justification for Multi-Use Maintenance Building and add the project to the 5 Year Capital Plan. Consider authorizing the Committee to work on developing final specifications for Board approval.
- 2) Accept the Proposed 2022 Annual Maintenance Program Recommendation for Board consideration in the 2022 Budget planning process.
- 3) Support for DNR State Park Road Account Program Grant application for Mission Park Drive and authorize the Committee to solicit a quote(s) for engineering services to prepare the grant application in conjunction with Crow Wing County.

B. Steele made a **motion (8)** to accept the three recommendation from the Road Committee, seconded by J. Roach. With a motion on the table there was additional discussion. J. Roach then called for a vote to approve all three requests listed above by the Road Committee, so moved by B. Steele. All were in favor, motion carried.

Park Report – Attendant Carl Anderson stated all was quiet. Ski trails are continuing to be groomed and walking paths are in good condition.

Park Committee – Jim Peterson stated work on the DNR Grant was still in progress. A contact person for the grant was recommended, J. Peterson agreed to be the contact person. There were several details for the grant that needed clarification – Name, acreage, hours, etc. J. Peterson stated they are working on an arial site plan cost would be approximately \$500. Peterson has been in contact with a Grant Writer from Bemidji (Lisa), she charges \$75. There is a Board Resolution required, Committee has received and will have Park Liaison J. Schommer sign. Dave Baker stated he and a few of the other committee members met with a State Inspector to review the safety of the playground equipment. Inspector stated there were several safety issues; should look at the replacement of equipment and continue to focus on Safety. Included in the additional discussion was the Grants, they will determine how the Committee moves forward. To remove all and reconstruct there are guidelines that need to be met; approximate cost would be \$90,000. After further discussion regarding grants, J. Roach made a **motion (9)** to approve the cost to obtain an arial site plan of \$500 and also approve the \$75 for the Grant Writer from Bemidji (Lisa), seconded by B. Steele. All were in favor, motion carried. Park Committee did make a recommendation to cancel the 2021 Parade. J. Roach stated it was to soon to cancel. Board will make a final decision at a later date.

Cemetery Report – There was nothing to report.

Transfer Station – Brush pile has not been burnt.

Old Business – J. Roach stated there had been questions as to who residents can contact with complains about the state of another's resident. Residents can contact Crow Wing County Land Services (anonymously) and place a complaint.

C. Anderson brought to the board’s attention; a number of months ago (J. Schommer stated at the August 3rd Regular Township meeting that he requested Crosslake P.D. stay for the entire meeting). Clerk looked thru the August minutes and there was no **motion** in place, this was for that meeting only.

Old Business – C. Anderson proposed to the board of putting a bid in for sweeping the township roads and requested an increase to \$23 per hour for this work. There was discussion regarding if the roads needed sweeping. C. Anderson will submit a bid for sweeping the roads.

New Business – Resolution No. 2021-1 – A Resolution Accepting a Resignation and Declaring a Vacancy in the Office was signed by Chair J. Roach and Clerk A. Anderson. This Resolution is on file in the clerk’s office.

Annual Meeting – There was brief discussion regarding proper social distancing, mandatory mask and Zoom meeting for the Annual Meeting on March 9, 2021 @ 7:00pm. Continued discussion will take place at the ‘Special Meeting’ on Feb. 8, 2021 @ 7:00pm.

Semi-Annual Newsletter – B. Steele suggested sending out a Semi-Annual Newsletter with upcoming events, township matters etc. After discussion B. Steele will move forward with putting a news letter together for board approval.

Dedicated/Designated Funds – B. Steele stated that would be discussed at the Capital Project meeting on Feb. 2, 2021.

Agenda Adjustment – B. Steele suggested adding an ‘Open Forum’ to the current agenda after the Approval of Minutes to give the residents a voice prior to Dept. Reports.

Dave Hauser – Had been working on getting decals for the new plow truck, stating that it should be numbered. Hauser had also been tasked with acquiring the insured value of the Old Plow truck, stating it is insured for \$40,000. Hauser suggested revisiting with M.A.T.I.T.

Correspondence – Clerk stated there was an upcoming claim from Minnesota Benefit Association (Invoice #2021-0119877). There was discussion regarding if this Life Insurance should be paid by the township residents. J. Schommer made a **motion (10)** to discount the Minnesota Benefit Association Life Insurance for elected officials, seconded by B. Steele. All were in favor, motion carried.

There was discussion regarding Compensation for clerk performing additional duties with the resignation of Treasurer. J. Roach made a motion to compensate the clerk \$500 per month for performing additional duties until a Treasurer is appointed, seconded by B. Steele. All were in favor, motion carried.

Claims – All reviewed claims for February. J. Schommer made a **motion (11)** to pay claims 9367 – 9387 in the amount of \$33,806.61 (checks 9384 – 9387 are voided as they are paid electronically via Paper Plan-it and Direct Deposit), seconded by B. Steele. Motion carried; all were in favor.

Adjourn – J. Roach made a **motion (12)** to adjourn the February 1st Regular Township Meeting at 10:23pm, seconded by B. Steele. Motion carried; all were in favor.

Respectfully Submitted,

Anna Anderson
Clerk

Jim Roach
Chair

***** February minutes are unapproved until the March 1, 2021 Regular Township Meeting *****

Upcoming Dates:	Feb. 8	7:00pm	Special Meeting (Appoint Treasurer/Annual Meeting Prep)
	9	7:00pm	Annual Fire Relief/Fire Meeting (Possible Quorum of Board)
	10	7:00pm	Levy Setting for 2022
	11	5:30pm	Road Committee Meeting
	March 1	7:00pm	Regular Township Meeting