

September 13, 2021 @ 7:00pm

Mission Township Regular Meeting

Present – Chair Jim Roach, Supervisors Bob Steele, Jon Auge; Treasurer Mary Zabilla; Fire Chief Eric Makowski, Chief III Eric Anderley; 7 residents signed the roster; clerk A. Anderson.

Zoom – Internet difficulties

Called to Order – J. Roach called the September Regular meeting to order at 7:00pm.

Approval of Minutes – Minutes from the August 2, 2021 meeting were reviewed. J. Auge stated **Clarification** was needed under Fire Dept. Report (*Board recommended to move forward with MN based training as first option*) – (*Chief indicated he would be sending a memo to Road Chair Hauser regarding other considerations for the new Maintenance Building*). **Clarification** under New Business (*J. Auge will contact Crow Wing County to discuss scheduling a meeting to review how the County & Township can better work together on land use issues*). J. Auge made a **motion (1)** to approve the August 2, 2021 Regular Meeting Minutes as corrected and the August 18, 2021 Special Board Meeting Minutes as written, seconded by B. Steele. Motion carried; all were in favor.

Treasurer Report – M. Zabilla reviewed the financials. Receipts for August were \$17,257.24; approved August disbursements were \$78,431.24; leaving an ending balance of \$1,109,658.69. J. Auge made a **motion (2)** to accept the treasurers report, seconded by B. Steele. Motion carried; all were in favor.

There was discussion regarding the Treasurer's Roles to include - Receipts processing, Budget, Financial reporting, Banking (credit card oversight – loans – reconciliation), Annual Audit, Insurance (joint with clerk), Asset of Inventory.

Action – Board will accept the collective understanding of the Treasurers Roles.

Crosslake Police Report – Chief Erik Lee had email report to clerk; 52 calls for August, 453 calls year-to-date.

Fire Department Report – Chief Eric Makowski reported 18 calls for August, 101 calls year-to-date. The current Fire Threat is 'Moderate'.

Chief III Eric Anderley stated there is a current rodent issue. Anderley received 2 bids for pest control; Adams Pest Control & Plunketts Pest Control. After review of both bids and discussion; J. Auge made a **motion (3)** to accept the bid for pest control from Plunketts Pest Control with 4 visits per year at \$120 each visit, seconded by B. Steele. Motion carried; all were in favor.

Chief Makowski state there have been 2 resignations; Lucas Catuzia and Emma Holloway. Chief had 1 new hire for review; Emily Woodward. After review; B. Steele made a **motion (4)** to accept Emily Woodward as an 'Overnight Duty Crew' member pending a background check, seconded by J. Auge. Motion carried; all were in favor.

Chief requested approval to 'Reinstate' Damon Ecklund as a Firefighter/EMR. There was discussion. B. Steele made a **motion (5)** to 'Reinstate' Damon Ecklund as a Firefighter/EMR member, seconded by J. Roach. Motion carried; all were in favor.

Insurance check was received regarding Engine II damage.

There was discussion regarding 'Bids' for the Ambulance. There had been no response to the advertisement. Chief will post in other locations and will discuss further at the November meeting.

Fire Relief Report – Chief III Anderley stated the Golf Event with Mission Tavern raised \$1,900 and the Summer Send Off raised just short of \$1,000.

Road & Bridge Report – J. Auge reviewed the Roads Report – Highlights included: Disposition of the old plow truck. After discussion B. Steele made a **motion (6)** to put the old plow truck out for sealed bids, J. Auge seconded. Motion carried; all were in favor.

Solution for sand washout on E Horseshoe Lake Rd by Transfer Station – J. Auge received 2 quotes (Anderson Brothers \$21,365; Norwood & Son for \$2,750) Norwood & Son has pushed back the sand at this time. After discussion, board will hold off on a permanent solution.

Road & Bridge Report Cont.

Plowing plan for 2021-2022 season – discussion regarding salary for plow drivers. After review J. Auge made a **motion (7)** to increase the Plow Drivers salary to \$30 per hour, seconded by B. Steele. Motion carried; all were in favor.

Status – Mission Park Dr. DNR Grant proposal: Traffic study was completed. Average Daily Traffic was less than 300. That allows reclamation with minimal widening of the road. Final recommendation and costs for the grant will be reviewed at the October meeting.

Follow up on Request for 35MPH speed limit on Pelican Beach Rd – Rob Hall CWC Asst. Engineer confirmed this road does not meet the criteria.

Annual Road Inspection – There was discussion regarding changing the road inspection to the Fall versus in the Spring. This would allow for more competitive bidding and potentially earlier work completion.

Park Report – Park Attendant Carl Anderson stated the park continually being used. Work has been started on the upgrades to playground equipment etc. Board reviewed expenditures for September, B. Steele made a **motion (8)** to approve the September expenditures including the pumping of tanks. J. Auge seconded; motion carried; all were in favor.

Park Committee Report – Chair Jim Peterson stated they were moving forward with the Grant work. Pickleball Courts are on Anderson Bros. schedule. Proposal for 2 courts is \$23,976 for grading, fill and pavement. J. Roach questioned if there had been additional quotes. J. Peterson will get a 2nd quote for the Pickleball courts. J. Auge made a **motion (9)** to accept the Anderson Bros. quote for the Pickleball courts of \$23,976 if no other quotes are received, seconded by J. Roach. Motion carried; all were in favor.

Dave Baker is sending out Requests for Proposal for Playground equipment. Removal of old playground equipment will begin this month.

Cemetery – There had been 2 burials.

Transfer Station - Attendant John South had turned in cash and receipts from August. There was discussion regarding the lack of revenue coming into the transfer station.

Old Business – Audit of 2020 Financials – given the cost and lack of concerns, the recommendation is to not undertake an audit at this time.

Designate a Township Attorney – J. Auge had contacted both Troy Gilchrist of Kennedy & Graves and Michael Couri of Couri and Rupp, both provide services for townships. After discussion; J. Roach made a **motion (10)** to use Kennedy & Graves as Mission Townships designated attorney. Seconded by B. Steele, motion carried; all were in favor.

Renewal of Zoom – J. Auge made a **motion (11)** to renew the contract with Zoom for another year, seconded by B. Steele. Motion carried; all were in favor.

Planning & Zoning Plans – B. Steele stated there are many different levels of Planning & Zoning. J. Auge stated M.A.T. cautions townships doing their own planning & zoning.

New Business – Conditional Use Permit – Joe Thatcher requested board approval for a proposed 24 new sites at Fools Lake Campground. There was discussion. J. Roach made a **motion (12)** to recommend approval to Crow Wing County for the proposed 24 new sites at Fools Lake Campground, seconded by J. Auge. Motion carried; all were in favor.

Cemetery Rules & Reg. – Board had reviewed Rules & Reg. There was discussion regarding increasing the cost of a cemetery plot for non-residents from \$300 to \$600. B. Steele made a **motion (13)** to increase the cost of a cemetery plot for Non-Residents from \$300 to \$600, seconded by J. Auge. Motion carried; all were in favor.

Capital Planning Process – J. Auge made a **motion (14)** to schedule a ‘Special Meeting’ on October 13, 2021 @ 6:30pm to discuss the Ranking of Capital Projects, seconded by B. Steele. Motion carried; all were in favor.

Renewal of Plow storage Contract – B. Steele made a **motion (15)** to approve the lease agreement with Larry Roberts for the storage of the 2020 Western Plow Truck, seconded by J. Auge. Motion carried; all were in favor.

Township Address – 29474 County Road 3, P.O. Box 126, Merrifield, MN 56465 will be used as a permanent address.

Road Fees – There was discussion regarding the increased weight limits with the proposed 15 new structures on E Horseshoe Lake Road.

New Business – B. Steele has applied for the ARPR funds. Continues to be a work in progress.
City of Breezy Point is exploring options for Fire Service with Mission Fire Department. Board will review their current contracts and will address at the October meeting.

Claims – Claims for September were reviewed. J. Auge made a **motion (16)** to approve and pay claims 9553 – 9583 in the amount of \$55,654.79 (checks 9581-9583 are voided as they are paid electronically by Paper Plan-it) seconded by B. Steele. Motion carried; all were in favor.

Adjourn – J. Auge made **motion (17)** to adjourn the September Regular Township Meeting at 9:48pm, seconded by B. Steele. Motion carried; all were in favor.

Respectfully Submitted,

Anna Anderson
Clerk

Jim Roach
Chair

*****September minutes are unapproved until the October 4, 2021 Regular Township Meeting*****