

March 7, 2022 @ 6:00pm

Regular Township Meeting

Present – Chair Bob Steele; Supervisors Jon Auge, Jim Roach; Treasurer Mary Zabilla; Fire Chief Eric Makowski, Eric Anderley and clerk A. Anderson. Also present: Carl Anderson, Michael Blassey, Terry Havir, Dave Hauser, Ray Zabilla and Travis Miller with TWM Architecture.

Zoom – Troy Gilchrist (Attorney)

Called to Order – Chair B. Steele called the March 7th Regular Township Meeting to order at 6:00pm.

Consent Agenda – J. Auge made a **motion (1)** to approve the Consent Agenda as follows:

- Minutes - February 1 2022 (Budget Meeting); February 7 2022 (Regular Township Meeting), *Correction – under 'Old Business' We did not adopt a moratorium. Motion (15) was to work with Troy Gilchrist to bring a moratorium ordinance to the Board for review/approval;* February 22 2022 (Levy Meeting).
- Treasurers Report – Receipts \$31,003.45; Disbursements \$60,937.06; Cash Balance \$1,108,645.59
- Claims Approval (9744 – 9771; \$25,120.29)
- Park Expenditures (March - \$1,575)
- Crosslake Police Report (61 calls)

Motion seconded by J. Roach. Motion carried; all were in favor.

Fire Dept. Report – Fire Chief Eric Makowski reported 6 calls for February – 26 calls year-to-date.

- Temporary Community Service Officer (Jan – May)
- 3/1 Officer Meeting
- 3/8 Fire Dept. Regular Meeting
- 3/15 & 3/22 Training
- 3/29 Work Night

Chief requested approval to replace a hanging heating unit in a fire bay. J. Auge made a **motion (2)** to approval the replacement of the hanging heater unit based on the quote from Crosslake Sheetmetal at a cost of \$2,635, seconded by B. Steele. Motion carried; all were in favor. It was agreed that this would be covered under the 'General Fund.'

Presentations – Troy Gilchrist (via Zoom) – reviewed the draft ordinance 'An Interim Ordinance Authorizing a Study and Imposing a Moratorium on the Subdivision of Land Within the Town'. T. Gilchrist stated the point of the moratorium is to allow the township the opportunity to study and think about things. There was discussion, T. Gilchrist finished by saying; Just because you adopt the interim ordinance, that does not mean you have to move any further. But you do need to do the study.

Travis Miller reviewed the site plan for the Proposed Maintenance Building for final bidding. There was further discussion regarding putting options such as in-floor heat prep into the final bid.

J. Auge made a **motion (3)** to authorize TWM Architecture to finalize the design and bid documents and bring back to the board at the April 4th Regular Township meeting, B. Steele seconded; J. Roach opposed (stating – cutting ourselves short for not putting in-floor heat prep into the bid). Motion carried.

J. Auge made a **motion (4)** to send final design and bid documents of the Proposed Maintenance Building to Troy Gilchrist for review; deadline for bids on Maintenance Building will be April 27, 2022, seconded by B. Steele.

Road & Bridge Report/Road Committee Update – Report can be found in its entirety on the township website.

Highlights are:

- 2022 Road Maintenance Projects – Seal Coating of Mission Cutoff & Pelican Way; RFP was sent out to Anderson Brothers and ASTECH out of St. Cloud for remaining identified road work; RFP was sent out for road sweeping.
- Traffic Sign Maintenance & Management Plan – Inventory was created; no signs comply with current standards. 3–5-year sign replacement will be compiled for board consideration in April/May.
- Pelican Township Plowing Agreement – Proposals are still being considered.

There was discussion regarding a detour when Crow Wing County creates the Round-About at Cty. Rd. 3 & 11; J. Auge will contact Rob Hall for details.

Capital Planning Update – J. Auge had prepared a ‘Draft’ Capital Plan for 2022-2026, this can be found in its entirety on the township website. Highlights of the Priority Projects:

- Mission Park Improvements
- Construct a multi-use Maintenance Building
- Mission Park Drive Reclamation
- Tender 2 replacement
- Structural FF gear replacement
- E Horseshoe Lake Road Reclamation
- Self-Contained Breathing Apparatus (SCBA) replacement
- Huxtable Point Road Reclamation
- N Horseshoe Lake Road Reclamation
- MTFD radio/pager replacement
- Grass Rig 2 replacement
- E Bass Lake & County Road 116 (1/4 mile) Reclamation
- Pelican Way Reclamation
- Resurface Mission Park tennis courts

Finance Plan – Working with Ehlers, the Town Board developed a finance plan as follows (this can also be found on the website)

- Spend up to \$800K of cash reserves
- Assume debt to pay for balance of project costs
- Propose new ‘Capital Improvements’ Levy of \$115K starting in 2023

Rationale

- Spending down cash reserves to fund needed projects while retaining a healthy reserve for unanticipated needs
- ‘Capital Improvement’ Levy will meet our current identified needs and generate cash reserves in future years to fund new projects
- Managing operations to limit future operating budget increases

Planning & Zoning – Crosslake Roll-off is looking to have a ‘Transfer Station’ off of County Road 11. J. Auge will stay in contact with Crow Wing County regarding this project.

Transfer Station – J. Auge stated that resident Butch Voight has offered to make a sign with the new ‘Transfer Station’ Rates. Board Approved.

Discussion/Action Items:

- **Van Horn Services & Greenday Landscaping Contracts** – **Tabled** until the April 4th meeting.
- **Fencing Bid Pickleball Court** – B. Steele had received a bid from Elite Fence & Deck to install & furnish app. 316 L/F of 4 ft high commercial chain link fence to include two 4 ft gates and bottom tension wire (\$10,250). After review; J. Auge made a **motion (5)** to approve the bid from Elite Fence & Deck for the chain link fence around the new Pickleball Court, seconded by B. Steele. Motion carried; all were in favor.
- **Surfacing Bid Pickleball & Basketball Courts** – B. Steele had received a bid from Lee Sports Surfacing LLC to surface one double Pickleball court, install Pickleball posts and one Basketball court located at Mission Park (\$8,400 – Pickleball court; \$8,590 – Basketball court; Pickleball posts - \$5,500). After review; J. Auge made a **motion (6)** to approve the bid from Lee Sports Surfacing LLC for the surfacing of the Pickleball court, Pickleball posts and Basketball court, seconded by B. Steele. Motion carried; all were in favor.
- **Pelican Township Plowing Roads Agreement** – J. Auge stated that Pelican Township did not have a breakdown of the \$5,000 to plow/sand/salt .90 miles of roads adjacent to their township. Road Committee will put figures together for discussion at the April 4th meeting.

Fire Relief – Eric Anderley stated he would be talking to an accountant regarding the ‘stress test’ that J. Auge had requested. J. Auge stated he was just looking for a 3rd party evaluation on the relief funds.

Adjourn – J. Auge made a **motion (7)** to adjourn the March 7th Regular Township Meeting @ 7:40pm, seconded by B. Steele. Motion carried; all were in favor.

Respectfully Submitted,

Anna Anderson
Clerk

Bob Steele
Chair