

May 2, 2022 @ 7:00pm

Regular Township Meeting

Present – Chair Bob Steele; Supervisors Jon Auge, Jim Roach; Treasurer Mary Zabilla; Fire Chief Eric Makowski and clerk A. Anderson. There were 4 residents, 1 property owner and 2 non-residents that signed the roster.

Zoom – There was one in attendance for a short time (no name).

Called to Order – Chair B. Steele called the May 2nd Regular Township Meeting to order at 7:00pm.

Public Comments – Dave Hauser had a request to put the Treasurer’s Financial Comparison Report on the website. Clerk will start putting the Report on the township website.

Presentations

- **Travis Miller (TWM)** – Bids were received for the Truck Storage Building project on April 27, 2022, and were opened and read aloud. Two bids were received. The bids were checked for mathematical accuracy and tabulated. Baratto Brothers Construction, Inc., Crosslake, MN, was the low bidder. TWM recommends that the Township consider these bids and award a contract for the Base Bid Plus Alternates 1 and 2 in the amount of \$387,573.00 to Baratto Brothers Construction, Inc. based on the results of all bids received.

J. Auge stated – Having advertised for bids for two consecutive weeks per MN Stat. § 365.37 subd. 3; and having received and opened two bids on April 27, 2022, one from Baratto Brothers Construction, Inc. in the amount of \$371,624 and the second from Nor-Son Construction LLC in the amount of \$410,000; and having received an assessment from TWM Architecture that both bids are in conformance with our published requirements;

I J. Auge make a **motion (1)** we accept the bid from Baratto Brothers in the amount of \$371,624 as they are the lowest responsible bidder per MN Stat. § 365.37, subd. 2.;

We direct TWM Architecture to prepare a contract for the project to be signed by Baratto Brothers and the Road Liaison on behalf of the Board.

We designate the Road Liaison to act on behalf of the Board as the project manager, with change approval authority involving operational issues not to exceed \$5,000/month, with the understanding these change orders will be presented and approved at the next Regular Board Meeting per our resolution on Compensation & Delegated Spending Approval, **motion (1)** seconded by B. Steele. J. Roach opposed; does not agree with some items not in the bid. Motion carried.

- **Travis Miller (TWM)** on behalf of John and Becky Hayden – Variance Request for the following:
 - An OHW setback of 77 feet to proposed porch addition, where 100 feet is required;
 - A side yard setback of 6 feet to proposed porch addition, where 10 feet is required;
 - Impervious coverage of 30.69%, where 25% is allowed.

J. Auge stated there is an issue with the 30.69% impervious nature, there was discussion. J. Roach made a **motion (2)** to ‘Recommend Approval’ to Crow Wing County for the Hayden Variance Request; **motion failed** due to the lack of a second. J. Auge made a **motion (3)** to ‘Recommend Denial’ of this Variance and directed that a letter be sent advising opposition to Crow Wing County; seconded by B. Steele. J. Roach opposed. Motion carried.

- **Brenda Ikola** – Proposed Development of Sportsman’s Storage; J. Auge suggested amending Ordinance 2022-01 to exempt B. Ikola as an application for preliminary approval of a plat called Sportsman’s Storage had been turned in to Crow Wing County in January, but the application was not processed due to matters beyond her control. There was discussion regarding ‘living quarters’; it was stated this is zoned ‘Commercial Property’. J. Roach made a **motion (4)** to Amend Ordinance 2022-01 by adding an additional exemption to the moratorium on subdivisions to include Sportsman’s Storage, providing plat receives all required approvals; seconded by J. Auge. B. Steele opposed (not sure how this will relate to others that come to the board for exemptions in the future). Motion carried.

Consent Agenda – J. Auge made a **motion (5)** to approve the Consent Agenda as follows:

- **Minutes** – April 4, 2022 (Regular Township Meeting), March 15, 2022 (Planning & Zoning Meeting)
- **Treasurers Report** – Receipts \$2,819.07; Disbursements \$56,105.51; Cash Balance \$1,093,954.02
- **Claims Approval/Pay** – \$117,015.11 (claims 9802 – 9835)
- **Park Expenditures** – May - \$495 (previously approved in April)
- **Crosslake Police Report** – 58 calls (276 year-to-date)

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

Fire Dept. Report – Fire Chief Eric Makowski reported 11 calls – 48 year-to-date

- **Upcoming Events** – 5/3 Officer Meeting; 5/10 Fire Dept. & Quarterly Fire Relief Meetings; 5/17 & 5/24 Training; 5/25 Community CPR Event at 6pm; 5/31 Work/Clean Fire Hall
- **Budgeted Expenditures & Updates** – (Budgeted Items) Lucas Device Maintenance - \$1,000; CPR Training Manikins - \$1,000 per set; Replace 2 helmets - \$750; Crosslake Roll Off - \$525; Squad #1 Supplies - \$721.51. (Other Expenditures) Heartland Tire - \$575 approx. B. Steele made a **motion (5)** to approve the upcoming Fire Expenditures and Budgeted Items, seconded by J. Roach. Motion carried; all were in favor.
- **Bidding for Capital Plan** – Chief requested approval to put together bid data (specs) for Tender 2. Board approved.

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

Highlights are:

- Anderson Brothers Bids for maintenance. J. Auge made a **motion (6)** to accept the bids from Anderson Brothers for Shouldering (\$3,186.60), Poly-Patching (\$5,852.13) and Bituminous Patching (\$7,584.59), seconded by B. Steele. Motion carried; all were in favor.
- Plowing agreement with Pelican Township. J. Auge made a **motion (7)** to adopt the Memorandum of Understanding between Mission Township and Pelican Township for the plowing of adjacent township roads, which has been approved by our township attorney; seconded by J. Roach. Motion carried; all were in favor.
- Sign Maintenance Plan – Road Committee is suggesting replacing the ‘STOP’ signs as they are the most critical. Crow Wing County’s bid was awarded to M&R Signs, roughly a 20% savings. J. Roach made a **motion (8)** to approve ordering 34 ‘STOP’ signs through Crow Wing County at an estimated cost of \$1,105, seconded by B. Steele. Motion carried; all were in favor.

Capital Planning Update – Bruce Kimmel with Ehlers will have an update at the June 6th Regular Township Meeting

Planning & Zoning – A request was made by J. Davis for an After-The-Fact Variance for OHW setback to a second story addition. J. Roach made a **motion (9)** to ‘Recommend Approval’ to Crow Wing County. **Motion failed** due to the lack of a second. B. Steele made a **motion (10)** to ‘Recommend Opposition’ of the Variance and directed that a letter be sent advising our opposition to Crow Wing County, seconded by J. Auge. J. Roach opposed (county should decide); motion carried.

Park Committee Report

- Old playground equipment removed last fall – New playground equipment being delivered April 2022.
- Pickleball & Basketball Courts are waiting on road restrictions to be lifted.
- Committee will work with Fire Dept. regarding additional tree removal.
- **June 11th @ 11:00am – Start of Summer Parade** – Root Beer Floats. 10:30am line up on Oak Spur.
- Committee will get estimates for clearing of additional trails.

Cemetery – Monument placement in New Section of Cemetery; in the walkway or at the foot/head of plot. J. Roach made a **motion (11)** to place Monuments in the walkway and move what needs to conform, seconded by J. Auge. Motion carried; all were in favor.

Transfer Station

- Greenday Landscaping will replace/ repair both dumpsters. A bin for metal will be placed.
- J. Roach made a **motion (12)** to hire Norwood & Son to repair the driveway at the Transfer Station, seconded by B. Steele. Motion carried; all were in favor.

Discussion/Action Items

- **Emergency Management Plan** – J. Auge stated a plan should be in place. Fire Chief and J. Auge will discuss.
- **Broadband service expansion** – J. Auge stated that CTC would need to apply for a grant. CTC has agreed to do further research.
- **Update on new Town Hall sound system** – J. Roach stated still waiting on quotes.
- **Update ARPA Funds** – B. Steele has submitted fund reporting to the State - \$0 dollars used to date.
- **Ordinance Research & Discussion Plan** – B. Steele questioned ‘How are we going to approach the Study’? B. Steele commented that more research is needed to help define what the township wants.
- **Voting Booths for Sale** – J. Roach had seen two Voting Booths for sale from Jenkins Township. After discussion J. Roach made a **motion (13)** to approve clerk purchasing the two Voting Booths from Jenkins Township contingent on whether we can purchase new at a lower price, seconded by B. Steele. Motion carried; all were in favor.

Adjourn – J. Auge made a **motion (14)** to adjourn the May 2nd Regular Township Meeting at 9:10pm, seconded by B. Steele. Motion carried; all were in favor.

Respectfully Submitted,

Anna Anderson
Clerk

Bob Steele
Chair

***** Minutes are unapproved until the June 6th Regular Township Meeting *****