

June 6, 2022 @ 7:00pm

## Regular Township Meeting

**Present** – Chair Bob Steele; Supervisors Jim Roach, Jon Auge; Treasurer Mary Zabilla; Fire Dept. staff – Jill Allord, Chad Allord, Eric Anderley; clerk A. Anderson. There were six residents that signed the roster.

**Zoom** – Technical difficulties

**Called to Order** – Chair B. Steele called the June 6<sup>th</sup> Regular Township Meeting to order at 7:00pm.

**Public Comments** – Mission Township resident Ben Davis introduced himself and stated he was running for House District 6A seat.

### Presentations

- **Hupf ATF Variance** – Cindy and Patrick Hupf were requesting an After-the-fact Variance for a deck. Board recommended deferring to the county until after the site visit, county may likely require additional conditions being an After-the-fact Variance.

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

- Minutes – May 2, 2022 (Regular Township Meeting) *Corrections* – *Truck Storage Approval should be in the amount of \$387,573; Hayden Variance motion (3) Board recommends denial based on impervious exceeding 25%, but no objection to the porch addition; Ikola – Ordinance 2022-02, motion (4) was to adopt Ordinance 2022-02, not amend Ordinance 2022-01; April 27, 2022 (Opening of Bids – Storage Bldg.)*
- Treasurers Report – Receipts \$18.09; Disbursements \$117,015.11; Cash Balance \$976,957.00. Mid-year review at the July Regular Township Meeting planned.
- Claims for Approval - 9836 - 9863 in the amount of \$41,009.35
- Park Expenditures – None
- Crosslake Police Report – 71 calls

Motion (1) seconded by J. Roach. Motion carried; all were in favor.

**Fire Dept. Report** – Chief II Chad Allord reported 26 calls – 76 calls year-to-date.

- **Upcoming Events:** 6/7 Officer Meeting; 6/14 Fire Dept. Regular Meeting; 6/21 Training; 6/28 Training
- **Storm Damage Update** – 30 downed trees removed; investigation underway as to possible tornado
- **Budget Concerns/Updates** – Pre-Approved Expense Request: ATT \$79.95 (budgeted item); G2 Battery Replacement \$500; Grate replacement – Station #1 \$500; Chief is preparing a Bid Document for T2 replacement for review at the July Regular Meeting. J. Auge made a **motion (2)** to approve the upcoming Fire Expenditures and Budgeted items, seconded by J. Roach. Motion carried; all were in favor.

**Fire Relief Report** – Eric Anderley stated they have found a new Accountant – very proactive. Summer Send Off is scheduled for August 6<sup>th</sup> (similar to Fire Fair/Open House) more details will follow.

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

Highlights are:

- Committed Projects as of June 6<sup>th</sup> – CWC Mission Cutoff Seal Coating, CWC Pelican Way Crack Sealing, Anderson Bros. (Poly Patch-Shouldering-Patching), Pequot Sand Sweeping, M. Robert Mowing R.O.W.,
- Additional \$800 of patching for new potholes primarily on East Horseshoe Lake Road & Mission Park Drive. J. Auge made a **motion (3)** to approve the additional \$800 for patching, seconded by B. Steele. Motion carried; all were in favor.
- Traffic Sign Management Plan – Committee recommends soliciting for quotes to remove approximately 56 signs. Quotes will be brought to the July meeting for approval. Crow Wing County will replace the 34 'STOP' signs as their schedule permits. Rough cost \$7,755. J. Auge made a **motion (4)** to approve using CWC 'STOP' sign replacement plan at a cost not to exceed \$8,000, seconded by B. Steele. Motion carried; all were in favor.
- Mailbox Support Policy – Committee recommends the installation of swing-away mailbox supports not be optional on reclaimed township roads.

- DNR Grant for Mission Park Drive was Not granted.

### Capital Planning Update

- Building permit was received from Crow Wing County for the Truck Storage Building.
- Bruce Kimmel with Ehlers suggested not incurring debt at this time with the Road Projects being deferred and will move forward next spring.
- TWM – Hourly rate work has been incurred.

### Planning & Zoning

- Davis Variance – County approved the After-the-fact Variance with conditions regarding a stormwater management plan.
- Sportsman Storage – Still pending.
- Gillette Variance – An OHW setback of 63 feet for proposed guest cottage, 150 feet is required an OHW setback of 55 feet for proposed deck attached to guest cottage, 150 feet is required. Board voted unanimously to support the requested variances with conditions that the guest cottage does not exceed the maximum allowable 700 square feet of livable space.

### Park Committee Report

- New playground equipment is 95% complete, landscaping needs to be finished
- New Pickleball courts have the asphalt laid and awaiting fencing & painting – should be completed this month
- All sports equipment is available except volleyball (temporary truck entrance)
- Park clean-up was completed by Van Horn Services
- J. Auge – ‘Thanks to all the volunteers for helping keep costs down’

### Cemetery

- Non-Resident Pam Macdonald requested approval to purchase a cemetery plot next to her Grandfather Edwin Barck. J. Auge so **moved (5)** approval of the sale of a cemetery plot to Pam Macdonald, seconded by J. Roach. Motion carried; all were in favor.
- J. Roach stated flag was in need of replacement – Clerk will purchase and replace flag.
- Greenday Landscaping Contract has no rates listed for services. J. Roach will review with Greenday Landscaping; board will review at July meeting.

### Transfer Station

- Norwood & Son have pushed the brush pile
- Waste Partners have emptied/replaced trash bins
- Greenday Landscaping has placed a scrap metal bin
- Discussion regarding omitting the acceptance of ‘Sofas/Chairs & related furniture items’ from the Transfer Station Fees schedule. J. Roach made a **motion (6)** to revise Resolution #2021-4 to eliminate acceptance and fee for sofas, chairs and related furniture at the Transfer Station, seconded by J. Auge. Motion carried; all were in favor.
- Zero in on fees the Attendant is charging for what is coming into the Transfer Station

### Discussion/Action Items

- **Asset Inventory** – Treasurer is working on inventory. Park replacement value should be sent to M.A.T.I.T.
- **Committee Appointments** – July Committee appointments will be reviewed
- **Broadband Service** – CTC is working on a grant for this project. If awarded a grant, they will look to the township for funding assistance
- **Mailbox Support Policy** – B. Steele made a **motion (7)** to revise the Township Operating Policies by eliminating #2 (*Individual property owners may opt out of a swing away support by notifying the township of this choice in the manner prescribed by the township*) under Policy #14 Roads – Mailbox Supports, seconded by J. Auge. Motion carried; all were in favor.

- **ARPA Funds Update** – B. Steele stated a plan should be in place and continue forward. J. Roach still working on a bid for electronics/I.T. J. Auge questioned if ‘turn-out’ gear could be a possible approved funding option. B. Steele will continue to work on a plan.
- **Planning & Zoning Discussion** – Ordinance Discussion questions were reviewed regarding zoning at a township level. These questions can be found on the township website (missiontownship.org).
- **Sourcewell Resolution** – B. Steele stated that Norwood & Son could expand the Purple Route of the Park trails for \$2,200. Sourcewell has a \$1,000 grant available. B. Steele **motioned to adopt (8)** Resolution 2022-03 Be it Resolved: That the Mission Township Board of Supervisors Supports the Township in Submitting a Community Boost Funds Application to Sourcewell to request \$1,000 for Trail Expansion at the Mission Township Park; seconded by J. Auge. Motion carried; all were in favor.
- **Park Grant** – B. Steele made a **motion (9)** to apply for a Knife River Park Improvement Grant, seconded by J. Auge. Motion carried; all were in favor.

**Adjourn** – J. Auge made a **motion (10)** to adjourn the June 6<sup>th</sup> Regular Township Meeting at 9:05pm, seconded by B. Steele. Motion carried; all were in favor.

Respectfully Submitted,

Anna Anderson  
Clerk

Bob Steele  
Chair

\*\*\*\*\*Minutes are unapproved until the July 11<sup>th</sup> Regular Township Meeting \*\*\*\*\*