

July 11, 2022 @ 7:00pm

Regular Township Meeting

Present – Chair Bob Steele; Supervisors Jon Auge, Jim Roach; Treasurer Mary Zabilla; Fire Dept. Staff – Chief Eric Makowski, Jill Allord, Chad Allord, Eric Anderley; clerk A. Anderson. There were two residents that signed the roster.
Zoom – Technical difficulties.

Called to Order – Chair B. Steele called the July 11th Regular Township Meeting to order at 7:00pm.

Presentations – Dana from Tom’s TV reviewed an estimate for updating the sound system/electronic and eliminate hard wires.

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

- **Minutes** – June 6, 2022 (Regular Township Meeting)
- **Treasurers Report** – Receipts \$201,509.95; Disbursements \$41,009.35; Cash Balance \$1,137,457.60
- **Claims for Approval:** 9864 – 9897 in the amount of \$119,377.33 (checks 9895-9897 are void as they are paid electronically)
- **Park Expenditures** – Permission to receive bids for Security Lamps; \$387 for maintenance supplies
- **Crosslake Police Report** – 76 calls

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

Fire Dept. Report – Chief Makowski reported 24 calls – 112 calls year-to-date.

- **Upcoming Events:** 7/5 Officer Meeting; 7/12 Fire Dept. Regular Meeting; 7/19 Training; 7/26 Training
- **Unprecedented Call Volume:** Discussion regarding Fire Dept. clearing trees from road ways after recent storms. J. Auge questioned whether we were invoicing the other townships for clearing of trees in their townships? There was additional discussion regarding Fire Contract partners sharing in the cost of tree removal. Further discussion for the August meeting.
- **Budget Concerns/Updates:** Pre-approved Expenses Request: AT&T \$79.95 (budgeted item); Plunkett’s Pest Control \$128.85 (budgeted Item); Grass Rig Windshield \$250 (B. Steele will check on insurance coverage); J. Auge made a **motion (2)** to approve Fire Dept. expenses, seconded by J. Roach. Motion carried; all were in favor.
- **Advertise for Bids:** Chief requested approval to ‘Advertise for Bids’ for Tender II Replacement. J. Roach made a **motion (3)** to ‘Advertise for Bids’ for the Tender II Replacement in the Brainerd Dispatch for 2 weeks, B. Steele seconded. Motion carried; all were in favor.
- **HR/Admin Updates:** New Applicant – Bret Mattheisen (20 years of previous service) Chief recommended. J. Auge made a **motion (4)** to approve Bret Mattheisen as a new hire pending a background check, seconded by B. Steele. Motion carried; all were in favor.

Fire Relief Report – Summer Send Off scheduled for August 6th; Working with Brainerd Legion Bingo – have received a \$10,700 donation.

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

Highlights are:

- Committed Projects as of July 11th – Merle Roberts summer mowing; Mission Cutoff Seal Coating
- Traffic Sign Maintenance – Merle Roberts has agreed to remove the 71 discontinued signs at \$25/sign
- Road Standards – Committee is beginning work on an ordinance for Road Standards in new plat developments.
- Review – Snow & Ice Control Policy draft. Discuss/Approval for the August Regular meeting.
- Committee Terms – J. Auge made a **motion (5)** to Re-appoint all current Road Committee members for a 2-year term, seconded by B. Steele. Motion carried; all were in favor.

Capital Planning Update – Truck Storage Building is under construction.

Planning & Zoning Update

- Hupf: After-the-Fact variance is Pending
- Ikola: Plat Approval for Sportmans Storage is Pending

Park Committee Report

- Jim Peterson will start working on reimbursements for the DNR Park Grant
- Received \$1,000 Grant from Sourcewell for park trails
- Finish cleanup work around new playground area & Pickleball courts
- Clean & Redo flower garden
- Secure & install 3 new Picnic Tables
- Maintain Park facilities to the expected standards
- ‘Thank You’ to Michael Blassey for all the work with the Annual Parade

Cemetery

- Clerk replace Flag
- J. Roach working to get maintenance figures from Greenday Landscaping (Donnie Berg)

Transfer Station

- No funds dropped off from Transfer Station attendant
- Clerk received complaint – Transfer Station not opened at 2:45pm on July 9th
- J. Roach will contact attendant J. South and document when Transfer Station was not opened for future action

Discussion/Action Items

- **Mid-year Budget** – Treasurer M. Zabilla reviewed the financials. Road & Bridge Fund and General Fund are on the website for detailed information. Fire Fund will be available in August.
- **ARP Funding Discussion** – B. Steele stated the Total Grant Awarded was around \$96,000. Township has to use these funds by 2024. The following options have been discussed – Upgrade IT; Parking lot safety lights; Interior paint; Kitchen remodel/appliances; Fire proof file cabinets; new chairs. Construction options – Building closets on South wall; clerk office. **Action** – J. Auge made a **motion (6)** to move forward with Safety Lights for the parking lot at Mission Town Hall, seconded by B. Steele. Motion carried; all were in favor.
- **Planning & Zoning Ordinance** – Discussion regarding letter from Attorney Troy Gilchrist regarding Planning & Zoning. B. Steele stated the need for additional resources to help draft/create an Ordinance to get what we as a township want. Moratorium is up April 2023; B. Steele will research options on how to move forward.

Adjourn – B. Steele made a **motion (7)** to adjourn the July 11th Regular Township Meeting at 9:20pm, seconded by J. Auge. Motion carried; all were in favor.

Respectfully Submitted,

Anna Anderson
Clerk

Bob Steele
Chair

***** Minutes are unapproved until the August 1st Regular Township Meeting*****