

Mission Township, MN – Roads Committee

September 14, 2023, Minutes



A meeting of the Mission Township Roads Committee was held on Thursday September 14, 2023, at 5:30 PM, at the Town Hall.

Attendance: Committee members present were Chair Dave Hauser, and Dave Meyer. Town Board Liaison Jon Auge also attended.

Agenda: The proposed agenda was reviewed and adopted.

Minutes: The Committee reviewed the Minutes of the August 10, 2023, meeting and approved as presented.

Report on Town Board Actions or Requests: Jon Auge & Chair Hauser shared the September 11 board meeting Roads/Roads Committee Report. The report is available on the Township's website.

Discussion Topics: The Committee discussed the following topics:

- **ROW Storm Damage Clean-up.** Significant progress has been made since our August meeting. The major roads have been cleared of overhanging trees. The plan is to complete the remaining roads in October. Once complete the town will file for its disaster relief funding.
- **ROW longer-term maintenance approach.** Discussion occurred on how to address the narrowing of our ROW's due to tree and brush growth. Given the expected cost, there will need to be a multi-year plan to tackle this project. It was agreed to assess the roads and identify priority areas during this Fall's Road Assessment. There will be further discussion at subsequent meetings to develop a plan for Town Board consideration.
- **2023-2032 Road Maintenance Plan.** The Committee reviewed the updated draft of the 2023-2032 Road Maintenance Plan presented by Jon. The plan addresses the various road maintenance activities such as full reclamation, seal coating, crack sealing and routine maintenance, time phased with projected annual costs. There was discussion on the various components and costs. Jon will review recommended timing for the various activities with CWC and we will refine the plan at subsequent meetings with the goal of sharing it with the Town Board and using it in the budget process.
- **Development of Driveway Ordinance.** The Committee discussed the pros/cons of developing a driveway ordinance. It would require a permit and the involvement of our town engineer. It was agreed to proceed with developing a draft ordinance over the next few months.

New Business & Open Discussion:

1. We need a back-up plan in the event our plow goes out of service. Jon shared that he had reached out to Pelican Township about developing a mutual aid type agreement and is awaiting a response. Dave Hauser agreed to contact Bordon who plows Center Township about a potential agreement.
2. We need to create truck access on the north side of the TSB for the clean-out of our holding tank. It was suggested we use class 1 or 5. Jon will contact Gary Norwood for options.

The Committee adjourned at 6:40 PM.

Next Meeting: The next meeting is scheduled for October 12, 2023, beginning at 5:30 PM, at the Town Hall.

Topics for Next Meeting:

- ROW Longer-term maintenance approach.
- 2023-2032 Road Maintenance Plan.
- Development of Driveway Ordinance.