

January 8, 2024 @ 7:00pm

Regular Township Meeting

Present – Chair Jon Auge; Supervisors Bob Steele, Jim Roach; Fire Chief Chad Allord, Fire Chief II Eric Anderley; clerk A. Anderson. There were 5 residents – 1 of which signed in on the roster. 3 additional residents came in later.

Zoom – There were 2 residents/property owners.

Approval of Agenda – Discussion/Action Item #1 should state CWD not CWC; approved with change.

Discussion/Action Item

- **DNR Request RE: CWD approach in Mission Township – Update:** (Due to the majority of residents attending regarding this topic the discussion/action item was prioritized accordingly) B. Steele has been in contact with Christine Reisz (DNR) and Jeff Grabarkewitz (USDA) regarding CWD management efforts. The DNR contracts with the USDA to cull deer from target areas. First, they are seeking permission to access tax forfeited land east of the Town Transfer Station which the county has already granted permission. Second, they are seeking permission to access the township acreage that includes the park and trails. B. Steele stated it would be too difficult to close the trails especially within the township acreage. There was much discussion between the board and the residents in opposition to granting access to township property. B. Steele made a **motion (1)** to NOT grant permission to the DNR/USDA for access to any township property for any deer operations, seconded by J. Roach. Motion carried; all were in favor.

Consent Agenda – B. Steele made a **motion (2)** to approve the Consent Agenda as follows:

- **Minutes** – December 4, 2023 Reorganization Meeting; December 11, 2023 Regular Township Meeting
- **Treasurers Report** – Beginning balance \$929,120.05; Receipts \$2,388,893.26 (Y-T-D); Disbursements \$1,025,922.21 (Y-T-D); Park checking \$336.48; Investment balance \$2,291,754.62; Accrued Interest \$4,579.56. Total Balance - \$2,296,670.66.
 - State sales tax report has been filed and is due prior to our February meeting. J. Auge stated it should be paid now and included with the February claims, which the Board supported.
 - Treasurer requested permission to make the intra fund transfers for the end of the year. Transferring from the General Fund to Fire, Roads and Park Funds. The Board approved the request for the transfers.
- **Claims for Approval** - #10456 - #10486 (\$365,569.27) checks #10484 - #10486 are voided as they are paid electronically via Paper Plan-it.
- **Park Expenditures** – None
- **Crosslake Police Report** – 59 calls for December; 944 Year End.

Motion (2) seconded by J. Roach. Motion carried; all were in favor.

Regular Town Operating Reports – All reports can be found in their entirety on the town website – missiontownship.org

Fire Dept.

- 17 calls (4-Center; 3-Pelican; 9-Mission; 1-Mutual Aid). Total calls for 2023 – 139
- Equipment – Engine 1 has been repaired; Door handles have been fixed on the Grass Rig
- Personnel – New ODC applicant (Cassandra Wolkenhauer) Board will review at the February. Two letters of resignation (K. D'Ambrogio, Q. Mathisen; both moved out of the area).
- Budget/Purchasing Needs – Chief stated the AT&T hotspot was not needed and will be cancelled.
 - Medical supplies - \$1,010.62 (Amazon & Heartsmart)
 - Truck Maintenance Quote - \$1,882.23
 - 2011 Chevrolet Fender/Splash Shield – \$65.74 (approx.)
 - Printer/Scanner - \$250
- B. Steele made a **motion (3)** to approve the requested purchasing's needs for the Medical Supplies, Truck Maintenance, 2011 Chev. Fenders and the Printer/Scanner, seconded by J. Roach. Motion carried; all were in favor.
- The Board discussed having a workshop covering several Fire Department items. J. Auge made a **motion (4)** to schedule the workshop on Feb. 1 2024 @ 6:30pm, seconded by B. Steele. Motion carried; all were in favor.

- Fire Relief – E. Anderley stated they were working on closing out the year.

Roads Report/Roads Committee Update

- Develop ROW Maintenance Plan – Roads Committee working on identifying initial components of the Plan.
- Considering developing a Driveway Ordinance – Reviewing existing ordinances in other communities.
- Awaiting final approval of speed limits on E Bass Lk Rd & E Horseshoe Lk Rd from MNDot HQ.
- Questions have been raised about providing a paved walking/bike trail adjacent to town roads. Engineer estimated the base cost about \$305,000 per mile.

Planning & Zoning Update – No new projects.

Park/Park Committee Report – Ski Trails have started to be packed. More snow is required to be groomed/tracked.

Cemetery – No report.

Transfer Station – Closed for the season. Will re-open April 6, 2024 weather permitting.

Discussion/Action Items

- **Town Board Key 2024 Initiatives** – Continue moving forward
 - Reinvigorate the MTFD – B. Steele/Fire Chief
 - Planning & Implementation of Year 3 CIP – J. Auge-Roads/B. Steele-Fire
 - Celebrate MTFD 50th Anniversary – B. Steele/Fire Chief
 - Establish Asset Inventory – M. Zabilla
 - Evaluate & Finalize Decision on new Maintenance Position – J. Auge
 - Implement new Human Resource Policies – Town Board/Fire Chief
 - Initiate update of Township Comprehensive Plan – J. Auge
 - Update website design & explore digitization of documents – J. Auge/A. Anderson
- **ESST Policy Re: Fire Dept.** – J. Auge stated he had been in contact with Troy Gilchrist and the information is that there are still discussions going on with DOLI regarding how the law applies to nuances of how volunteer firefighters' work. However, it seems clear at this point that if a FF does work 80 hours in a year, including mandated training, then they are eligible for the benefit. There was discussion at exploring the option of moving firefighters to an hourly rate. This will be a topic for discussion at the Fire Department workshop.
- **Communication with Township Attorney** – B. Steele is continuing to work with Troy Gilchrist on retrieving call report data for the first half of 2023 and any other data or items belonging to the Town from previous Fire Chief. Chief Allord stated he has recovered call information needed to meet the State Fire Marshalls reporting requirements and to apply for a FEMA grant.

Future Agenda Items/Updates – Feb. 5th Budget/Levy Mtg; Pelican Fire Contract; Preparation items for the Annual Meeting.

Adjourn - J. Auge made a **motion (4)** to adjourn the January 8th Regular Township Meeting at 8:15pm, seconded by B. Steele. Motion carried; all were in favor.

Respectfully Submitted,

Anna Anderson
Clerk

Jon Auge
Chair

*****January 8th meeting minutes are unapproved until the February 12th Regular Township Meeting *****