

December 4, 2023 @ 6:00pm

Reorganization Meeting

Present – Chair Jon Auge; Supervisors Bob Steele, Jim Roach; Treasurer Mary Zabilla; clerk A. Anderson.

Called to Order – Chair J. Auge called the Reorganization Meeting to order at 6:05pm.

2024 Town Board Organization – Board reviewed for consideration Resolution No. 2023-20 ‘Resolution Making Appointments to Certain Offices and Positions and Establishing Meeting Times’. The Board agreed to retain the 2023 officers & assignments. J. Roach made a **motion (1)** to adopt Resolution No. 2023-20, seconded by B. Steele. Motion carried; all were in favor.

Establish 2024 Fee Schedule – Board reviewed for consideration Resolution No. 2023-21 ‘Resolution Establishing a Fee Schedule for Mission Township’. J. Auge made a **motion (2)** to adopt Resolution No. 2023-21 with the changes and additions, seconded by B. Steele. Motion carried; all were in favor.

Establish 2024 Compensation, Mileage Reimbursement and Delegated Spending Authority Rates – Board reviewed for consideration Resolution No. 2023-22 ‘Establishing 2024 Annual Compensation, Meeting Rates, Hourly Compensation, Fire Fighter Flat Rate, Mileage Reimbursement and Delegated Approval Authority’. With changes discussed and reflected in the final resolution, J. Roach made a **motion (3)** to adopt Resolution No. 2023-22, seconded by B. Steele. Motion carried; all were in favor.

Establish 2024 Polling Place for Elections – Board reviewed for consideration Resolution No. 2023-23 ‘Designating the Annual Polling Place for Mission Township’. B. Steele made a **motion (4)** to adopt Resolution No. 2023-23, seconded by J. Auge. Motion carried; all were in favor.

Review Status of Town Contracts – J. Auge stated that after review of the current contracts in place; all were in good standings.

Establish 2024 Scheduled Meetings – 2024 Meeting Schedule as presented by the clerk was reviewed and approved with one change to January for the MLK holiday. Also, the Board considered Resolution No. 2023-24 ‘Designating the Optional Holiday Days as Not Holidays in 2024’. J. Auge made a **motion (5)** to adopt Resolution No. 2023-24, seconded by B. Steele. Motion carried; all were in favor.

Town Board 2024 Goals Were Presented for Discussion

- Reinvigorate the Mission Township Fire Department
- Implement Year 3 Capital Improvement Projects
- Establish Asset Inventory
- Evaluate need and finalize decision on maintenance position
- Implement new Human Resource Policies
- Initiate update of Township Comprehensive Plan as we work thru the year
- Update website and explore digitization of documents
- Celebrate 50 Year Anniversary of Mission Fire Department

Mission Township Operating Policies and Procedures – Board reviewed Version 3.0. in detail with minor modifications made to some sections.

NOTE – All Resolutions and the Township Operating P & P can be found in their entirety on the town website (missiontownship.org)

Adjournment – J. Auge made a **motion (7)** to adjourn the 2024 Reorganization Meeting at 8:25pm, seconded by B. Steele. Motion carried; all were in favor.

Respectfully Submitted – Anna Anderson (clerk)

Jon Auge (Chair)