

February 12, 2024 @ 7:00pm

Regular Township Meeting

Present – Chair Jon Auge; Supervisors Jim Roach, Bob Steele; Treasurer Mary Zabilla; Fire Chief Chad Allord, Chief II Eric Anderley; clerk A. Anderson. There were 2 residents that signed the roster. All stood for the pledge of allegiance.

Zoom – No attendees

Called to Order – J. Auge called the Regular Township Meeting to order at 7:03pm.

Public Comments – Terry Havir requested the park trails map be updated on the township website. Clerk will update.

Approval of Agenda – Approved as presented

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

- **Minutes** – December 12, 2023 Center Township Fire Contract Meeting; January 8, 2024 Regular Township Meeting; January 16, 2024 Internal Audit Meeting
- **Treasurers Report** – Beginning balance \$2,292,091.10; Receipts \$29,853.01; Disbursements \$367,823.99; Ending Balance \$1,954,120.12. General Fund balance \$942,944.38; Bond Fund balance \$1,010,839.26; Parks checking \$336.48. Reports filed this month – PERA annual audit report; M.A.T.I.T. Workers Comp. survey report; Crow Wing County Indebtedness yearly report. 2024 budget has been updated and 2025 proposed budget has been distributed based on numbers from the budget meeting. Timesheets need to be turned in to the treasurer the last day of each month.
- **Claims for Approval** - #10488 - #10519 (\$50,639.34) Checks 10517 -10519 are voided as they are paid electronically via Paper Plan-it.
- **Park Expenditures** – None anticipated.
- **Crosslake Police Report** – January 2024 there had been 96 calls.

Motion (1) seconded by B. Steele. 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. – Chief Chad Allord reported

- 7 calls (2-Center; 1-Pelican; 1-Mutual Aid; 2-Mission)
- Equipment – All door codes will be changed out the end of Feb.; Eric Anderley will put costs together for Wi-Fi capable door locks.
- Personnel – 2 new applicants; board will review paperwork and make a decision at the March 11th Regular Twp. Mtg.
- Budget/Purchasing Needs – Chief is working on cancelling the AT&T hotspot; Plunkett’s Pest Control will become a township budgeted item.
- EMR Certification renewals – 5 firefighters are due 10/31/2024
- EMT Certification renewals – 1 firefighter due 3/31/2024
- Request – Damon Ecklund is requesting ‘Old Turnout’ gear for a collection he is putting together. Board approved.
- Fire Relief – Appreciation Dinner scheduled in 2 weeks.

Roads Report/Roads Committee Update – Nothing to report.

Planning & Zoning Update – 2023 Total Approved Permits (39); 2024 year-to-date (4)

Park/Park Committee Report – Nothing to report.

Cemetery – J. Auge questioned J. Roach if a credit/adjustment had been received from Optimal Landscape for the over charge of services. J. Roach stated he would contact Optimal Landscape and request a credit/adjustment on the next invoice.

Transfer Station – J. Auge questioned - How does the township know how much sand/fill a customer is taking out of the Transfer Station? J. Roach stated we just take them at their word. There was discussion – Under county standards this activity is considered a gravel pit and would require a ‘Conditional Use Permit’. Concerns were also expressed about the safety of the sand pit area. After further discussion, B. Steele made a **motion (2)** to discontinue access to the Transfer Station for the removal of sand/fill to the public or contractors, seconded by J. Roach. Motion carried; all were in favor.

Discussion/Action Items - All documents can be found on the township website (missiontownship.org)

- **Consider Resolution 2024-01 Revising Compensation** – B. Steele made a **motion (3)** to adopt Resolution 2024-01 Revising Compensation, seconded by J. Auge. Motion carried; all were in favor.
- **Construction Cost Share Agreement with CWC for EHLR/Huxtable Point** – J. Auge made a **motion (4)** to approve clerk signing the Construction Cost Share Agreement with Mission Township (CP 18-300-25) for the Bituminous Surfacing of Roadways under the Jurisdiction of Crow Wing County and Mission Township and move forward with said agreement, seconded by B. Steele. Motion carried; all were in favor.
- **2024 Fire Contract with Pelican Township** – B. Steele made a **motion (5)** to approve the Fire Service Contract by and Between Mission Township and Pelican Township as presented, seconded by J. Roach. Motion carried; all were in favor.
- **ROW Utilities Agreement with Crow Wing Power** – J. Auge made a **motion (6)** to approve the Recurring Application for Permission to Install Electrical Facilities within Road Right of Ways with Crow Wing Cooperative Power and Light, seconded by B. Steele. Motion carried; all were in favor.
- **Agenda for 2024 Annual Township Meeting with Levy Recommendation** – Agenda was reviewed with proposed Levy to present to electors. Total Levy to present to electors \$590,104. The board approved the agenda as presented.
- **2024 Key Initiatives** – Reviewed and updated as needed.
- **Fire Dept. Grant Update** – B. Steele is continuing to work on grants with Sourcewell and FEMA for the SCBA equipment. J. Auge made a **motion (7)** to proceed with grant applications for Fire CIP projects (radios & SCBA), seconded by B. Steele. Motion carried; all were in favor.
- **MN Cooperative Purchasing Agreement** – B. Steele made a **motion (8)** to approve the Cooperative Purchasing Agreement with MN Department of Administration, seconded by J. Auge. Motion carried; all were in favor.
- **New Computer for Clerk** – Treasurer requested approval to purchase a new computer for clerk. J. Auge made a **motion (9)** to approve the purchase of a new computer not to exceed \$2,000, seconded by J. Roach. Motion carried; all were in favor.

Future Agenda Items – Transfer Station Rates; CIP Plan

Adjourn – J. Auge made a **motion (10)** to adjourn the February 12th Regular Township meeting at 8:42pm, seconded by B. Steele. Motion carried; all were in favor.

Respectfully Submitted,

Anna Anderson
Clerk

Jon Auge
Chair

*****February minutes are unapproved until the March 11, 2024 Regular Township Meeting *****