

April 8, 2024 @ 7:00pm

Regular Township Meeting

Present – Chair Jon Auge; Supervisors Jim Roach, Bob Steele; Treasurer Mary Zabilla; Fire Chief Chad Allord, 3 – firefighters; clerk A. Anderson. There were 12 residents/property owners that signed the roster. All stood for the pledge of allegiance.

Zoom – There were 10 property owners/residents online.

Called to Order – J. Auge called the April Regular Township Meeting to order at 7:00pm.

Approval of Agenda – Approved as presented

Presentation – Mission Tavern – Jeff McCullouch (Approval of Liquor License) J. Roach made a **motion (1)** to recommend approval to CWC of the Annual Liquor License for Mission Tavern; seconded by B. Steele. Motion carried; all were in favor.

Tracts, LLC ATF Variance – J. Auge introduced the matter and outlined the procedure for public testimony. He also stated he would be abstaining from voting and commenting on this matter as he is on the CWC PC-BOA which makes the final decision, and the public comment period is open until the meeting on April 18th. The board had reviewed the following items (all can be found on the township website) – Staff Report from Crow Wing County; Certificate of Survey; Memorandum from Crow Wing County – Tracts LLC Property Timeline; Letter of Opposition from Ken Reko (adjacent property owner). J. Auge asked for comments from residents/property owners – HLPOA President Mike Lunzer stated his concerns regarding the 14-foot setback and requested the board deny the variance. Jim Peterson – property owner referenced the Memorandum and requested board opposition. Randy Guse – opposed. Terry Havar – opposed. Clarence Kurowski – opposed. Erik Lee – opposed (stating multiple surveys had been done over the years – high water setbacks were known). Dave Baker – opposed. J. Auge stated CWC would be making a final decision on April 18th. **Discussion** – B. Steele stated he was listening to both sides – he is an environmentalist and believes setbacks are there for a reason. B. Steele made a **motion (2)** to ‘Recommend Denial’ of the After-the-Fact Variance for Tracts LLC Property to Crow Wing County; J. Roach stated he believes the county created the problem and should resolve it. He also stated the county does not always listen to the boards input. With no second **motion (2) failed**. The town will submit a ‘No-Recommendation’ to the PC-BOA.

Consent Agenda – B. Steele made a **motion (3)** to approve the Consent Agenda as follows:

- **Minutes** – March 11, 2024 Regular Township Meeting
- **Treasurers Report** – M. Zabilla reported - Beginning balance \$2,292,091.10; Receipts \$97,731.46; Disbursements \$440,467.79; Ending balance \$1,948,860.29. M. Zabilla stated she had been in contact with the State regarding the unemployment issue with Sharon Chisholm. It was determined that the township would not have to pay this and would be issued a refund within a couple of weeks. J. Auge stated should we not receive a timely refund the board should consider sending a letter to the State requesting a refund. Timesheets should be turned in to M. Zabilla by the last day of each month.
- **Claims for Approval** - #10543 - #10570 (\$19,157.51) Checks 10568 – 10570 are voided as they are paid electronically via Paper-Plan-it.
- **Park Expenditures** – None anticipated.
- **Crosslake Police Report** - March there were 34 calls – 135 calls year-to-date.

Motion (3) seconded by J. Auge. 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

- 8 calls (1-Pelican; 2-Center; 5-Mission) 24 calls year-to-date
- **Equipment** – Engine 2, Tender 2, Grass 2 and Squad inventoried and labeled

- **Personnel** – Interviews completed with the following candidates selected: Shane Johnson (Captain 1-Fire); Jill Allord (Captain 2-Medical); Bret Mattheisen (Lieutenant 1-Fire); Jennifer Twombly (Lieutenant 2-EMS); Jon Swenson (Lieutenant 3-Driver/Engineer). Chief Allord indicated he did not participate in the captain interviews as his wife was a candidate. B. Steele made a **motion (4)** to approve the appointment of the above personnel positions; seconded by J. Roach. Motion carried; all were in favor. Background checks received from Crosslake P.D. Chief Allord submitted a supplemental memo dated 4-7-24 regarding J. Hanson which was reviewed by the Board. B. Steele made a **motion (5)** to accept background checks as presented for T. Yeager, C. Wolkenhauer, J. Hanson, J. Allord, J. Swenson; seconded by J. Roach. Motion carried; all were in favor.
- **Budget/Purchases** – Schedule Fire 1, Fire 2 & Hazmat class for the following: A. Semo, J. Hanson, C. Wolkenhauer. Schedule annual OSHA Exam for all firefighters (Med Compass – medical exam).
- **PR/Events** – Lakes Area Rescue has invited MTFD & other local Law Enforcement for a meet & greet; May 22, 2024. Next MTFD meeting scheduled – April 9th @ 8:00pm.
- **Leave of Absence** - B. Steele made a **motion (6)** to approve the Leave of Absence for Bret Mattheisen from April 25 to June 7; seconded by J. Roach. Motion carried; all were in favor.

Roads/Road Committee Update – J. Auge reported

- **Right-of-Way Ordinance** – Authorized by electors at the Annual Township Meeting – Awaiting adoption by town board.
- **Speed Limit Survey** – Final approval received: 50mph – East Horseshoe Lake Road; 45mph East Bass Lake Road. Working with CWC on signage – will be posted when signage is received.
- **Committee Recommendations** – Summer Road maintenance will be presented at the May Regular Twp. Mtg.

Planning & Zoning Update – Tracts LLC – After-the-Fact Variance – CWC will make a final decision on April 18th.

Park/Park Committee Report – B. Steele meet with Park Attendant Chuck Anderson and put together a Maintenance Schedule.

Cemetery – Board approved/signed cemetery deed for Frank and Deb Foote.

Transfer Station – J. Roach received payment from Pequot Sand & Gravel for 504 yards of fill (\$756).

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

1. **DNR Summary Results** – USDA Wildlife Services removed 18 deer from Mission Township – all test results for Chronic Wasting Disease (CWD) were negative.
2. **2024 CIP Road Projects Bids** – Our 2024 CIP road reclamation projects are East Horseshoe Lake Road from just north of Mission Park Drive to County Road 11 (2.27 miles) and Huxtable Point Road (.92 miles). Open House for residents/public is scheduled for April 17th. B. Steele made a **motion (7)** to approve 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 dated February 12, 2024; seconded by J. Roach. Motion carried; all were in favor.
3. **Right-of-Way Ordinance** – Having received elector approval at the Annual Meeting, J. Auge made a **motion (8)** to adopt Ordinance 2024-01 Mission Township Right-of-Way Ordinance; seconded by B. Steele. Motion carried; all were in favor. J. Auge made a **motion (9)** to adopt Resolution 2024-03 Approving Summary Language for Publication of an Ordinance Regulating Town Rights-of-Way; seconded by B. Steele. Motion carried; all were in favor.
4. **Park Attendant Hiring for Summer Season** – Clerk will publish classified/help wanted ad in the Brainerd Dispatch for position – as provided by park supervisor.
5. **Town Maintenance Position** – J. Auge suggested scheduling a workshop in May for the board to review a list of tasks for a maintenance position and determine a path forward.
6. **Plans for Celebrating MTFD 50th Anniversary** – Fire Chief and Board will put thoughts together for discussion at the May 13th Regular Township meeting.

- 7. MN Pollution Control Agency** – Public notice of intent to issue Solid Waste Permit regarding Crosslake Roll-Off on Cty. Rd. 11 – Board reviewed and the consensus was to provide no comment.

Future Agenda Items - Clerk will contact Paul Bunyan Trails for presentation at May Mtg.

Adjourn – J. Auge made a **motion (10)** to adjourn the April 8th Regular Township Meeting at 8:45pm, seconded by J. Roach. Motion carried; all were in favor.

Respectfully Submitted,

Anna Anderson – Clerk

Jon Auge – Chair