

Mission Township, MN – Roads Committee

June 6, 2024, Minutes



A meeting of the Mission Township Roads Committee was held on Thursday June 6, 2024, at 5:30 PM, at the Town Hall.

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

Agenda: The proposed agenda was reviewed and adopted.

Minutes: The Committee reviewed the Minutes of the April 25, 2024, meeting and approved as presented.

Report on Town Board Actions or Requests: Jon Auge & Chair Hauser shared the May 13 board meeting Roads/Roads Committee report. The report is available on the Township's website.

Discussion Topics: The Committee discussed the following topics:

- **Maintenance Building Landscaping.** Dave Hauser shared his discussion with Gary Norwood regarding installation of a driveway on the north side of the building to facilitate access for a septic truck to service our holding tank and minimal landscaping (15' out from building) on the north and south sides to stabilize the soil and make the area more presentable. Dave Hauser will receive separate quotes for the driveway and landscaping from Gary and share with the committee and town board for action.
- **CIP Projects & Summer Maintenance Work.** The CIP Projects are substantially complete except for a minor Huxtable Point Road issue. A ditch wash out issue on the south side of Huxtable Point Road between markers 29709 and 29748 was identified following recent heavy rains. Working with Bryan Drown and Anderson Brothers, it was repaired once, however it washed out again. They are working to create a more permanent fix. No property owner complaints have been received to date. Construction signage was removed significantly earlier than last season. The summer maintenance work by Anderson Brothers is well underway.
- **Proposed Driveway Access Ordinance.** The Committee continued our discussion on the pros/cons of developing a driveway access ordinance. The Denmark Township, MN ordinance shared by Troy Gilchrist was reviewed in detail. Comments were made regarding not requiring a permit to upgrade a driveway (hard surface a gravel driveway), clarity on the term 'lot' as meaning 'parcel', and ensuring flexibility on agriculturally zoned lots, especially on number of accesses per 40. Next step is for Jon to review the concept of an ordinance with the town board to ensure concept support exists before the committee invests more time on a final draft. If the board supports it, Jon will ask Troy to draft an ordinance for the committee's review. He will also work to develop a permit application form and a process outline like what exists for P&Z plat applications.

- **Sportsman Storage Culvert.** A concern was raised about the culvert under the new driveway at the Sportsman Storage development at MPD & CSAH 3. Specifically, since the ditch is used by ATV and snowmobile traffic, the culvert as currently constructed may present a safety issue. The committee suggested having our town engineer review it asap to determine 1) if a culvert is even needed to manage water flow, and 2) if one is needed, how to ensure it is constructed to avoid any safety concerns. Jon will follow-up with Bryan Drown on June 7. The committee observed this issue reinforces the need for a driveway access ordinance.
- **New Business & Open Discussion:** Dave Hauser raised the issue of ‘summerizing’ the plow truck. Merle will contact Dave when available to schedule this item. Mowing of the ditches will take place in the next couple of weeks, weather permitting.

The Committee adjourned at 6:40 PM.

Next Meeting: The next meeting was re-scheduled for Thursday, August 8, 2024, beginning at 5:30 PM, at the Town Hall.

Topics for Next Meeting:

- Further consideration of developing a Driveway Access Ordinance.
- Maintenance Building Landscaping Quotes.
- Consideration of Mailbox Supports expansion to existing roads.