

December 2, 2024 @ 6:00pm

## Reorganization Meeting

**Present** – Chair Jon Auge; Supervisors Bob Steele, Jim Roach; Treasurer Mary Zabilla; clerk A. Anderson and Supervisor Elect Erik Lee.

**Called to Order** – Chair Jon Auge called the Reorganization Meeting to order at 6:00pm.

**Agenda** – Board reviewed and approved as presented.

**2025 Town Board Organization** – Board reviewed Resolution 2024-10 Making Appointments to Certain Offices and Positions and Establishing Meeting Times. After review, B. Steele made a **motion (1)** to adopt Resolution 2024-10, seconded by J. Roach. Motion carried; all were in favor.

**Establish 2025 Fee Schedule** – Board reviewed Resolution 2024-11 Establishing 2025 Fee Schedule for Mission Township. After review, Board agreed to make changes on the Transfer Station (remove Commercial trees, stumps & brush) and increase fees for the Park Pavilion rental (50 participants or less - \$150; 50 participants or more \$300; these fees are for non-residents). With the changes, J. Auge made a **motion (2)** to adopt Resolution 2024-11, seconded by B. Steele. Motion carried; all were in favor.

**Establish 2025 Compensation, Mileage Reimbursement and Delegate Spending Authority Rates** – Board reviewed Resolution 2024-12. After reviewing the compensation, mileage and delegated spending rates; it was agreed to increase all hourly compensation by \$1.00 and clerk's hourly rate set at \$22.00. With the changes, B. Steele made a **motion (3)** to adopt Resolution 2024-12, seconded by J. Auge. J. Roach abstained from voting. Motion carried.

**Establishing 2025 Polling Place for Elections** – B. Steele made a **motion (4)** to adopt Resolution 2024-13 Designating Annual Polling Place, seconded by J. Auge. Motion carried; all were in favor.

**Review Status of Town Contracts** – Designated supervisor with contracted parties will review current contracts/agreements and update as needed; then bring to the January Regular Township meeting for final renewal/approval.

**Review and Revise Mission Township Operating Policies and Procedures** – After reviewing the Operating Policies & Procedures, it was noted that a change was needed to section 6.5 'Mailbox Supports' adding to #8 – 'Should the mailbox support be damaged, the town shall install a swing-away mailbox support to replace the existing support at the town's expense'. With the addition; board approved.

**Establish 2025 Meeting Calendar** – Clerk presented a proposed calendar for board review. With two date changes; Board approved the 2025 calendar meeting dates.

**Adjourn** – B. Steele made a **motion (5)** to adjourn the 2025 Reorganization Meeting @ 6:40pm; seconded by J. Auge. Motion carried; all were in favor.

Respectfully Submitted,

Anna Anderson  
Clerk

Jon Auge  
Chair