

November 10, 2025 @ 7:00pm

Regular Township Meeting Minutes

Present – Chair Jon Auge; Supervisors Erik Lee & Bob Steele; Clerk Naomi Scott; Treasurer Mary Zabilla and Fire Chief Jill Allord. Steve Pittman, Buck McAlpin, Don Gabrielson, Darlene Roach and Maintenance Worker Tim Moody were also in attendance.

Zoom – Zoom participants included John and Palma Zoia.

Call to Order, Pledge of Allegiance & Roll Call – J. Auge called the November Regular Township Meeting to order @ 7:00pm. All stood for the Pledge of Allegiance. Roll Call - all board members were present.

Open Forum – No one spoke under Open Forum.

Approval of Agenda – Board approved the agenda as presented by consent.

Presentations:

1. GWC MN – Buck McAlpin, GWC board chair provided an overview of planned operations and answered questions.

Consent Agenda –

- **Minutes**
 1. October 8th Special Meeting-MTFD Planning Workshop.
 2. October 13th Regular Meeting.
- **Clerk Report & Correspondence** – Claims #11210 to #11231 totaling \$36,777.00, and correspondence. Claims 11185 to 11209 voided due to printing error. The board accepted a \$100 donation from Teresa McLean in memory of Ray Holm and authorized B. Steele to write a letter on behalf of the board supporting the CWC Land Use Ordinance changes on OHW buffers by consent.
- **Treasurer Report** – M. Zabilla reported:
 1. Beginning Balance: \$2,246,215.13
 - a. Receipts: \$570,949.94
 - b. Disbursements: \$1,454,036.57
 - c. Ending Balance: \$1,359,236.95M. Zabilla requested approval for her and N. Scott to attend MAT training in November which was approved by consent.
Motion **(1)** by J. Auge, second by B. Steele, to approval the next bond payment to Ehler’s for \$100,875.00. Voice vote with all supervisors voting aye. Motion passed.
- **Park Maintenance Expenditures for Approval** – see Park Report.
- **Crosslake Police Report** – 38 Calls for October 2025.

A motion **(2)** to accept the consent agenda was made by E. Lee, second by J. Auge. Voice vote with all supervisors voting aye. Motion passed.

Town Operations Reports – All prepared reports can be found in their entirety on the town website – missiontownship.org, under Board Meeting Materials.

- **Mission Fire Department Report** – 14 calls for October 2025 compared to 11 calls for October 2024, Year-to-Date calls is 157. The Chief reviewed her written report. Motion **(3)** by B. Steele, second by J. Auge to accept Cory Lane’s resignation from the Mission Fire Department effective 11/10/25. Voice vote with all supervisors voting aye. Motion passed.
- **Roads & Roads Committee Report** – The Board reviewed the written report.
- **Planning & Zoning Update** – The Board reviewed the written report.
- **Park/Park Committee Report** – Switching out the tractor for winter Snow blowing.
- **Cemetery** – Nothing to report.

- **Transfer Station Report** – Closed for the year. Keys will be given to Waste Partners and Nisswa Rolloff in the spring.

Discussion/Action Items

- 1) **Mission Lakes Improvement District (LID) Petition** – Presentation by John Zoia and Steve Pittman on the LID petition. Following discussion, Motion (4) by B. Steele, second by J. Auge to go on record as supporting the Mission Lakes LID objectives without commenting on the budget and proposed assessment. Voice vote with all supervisors voting aye. Motion passed. The chair will send a letter of support to the CWC Board of Commissioners.
- 2) **Use of Facilities Policy – Motion (5)** by J. Auge, second by B. Steele, to approve the Facilities Use Policy and Facility Reservation Application as presented. Voice vote with all supervisors voting aye. Motion passed.
- 3) **MN Paid Leave Program** – J. Auge reviewed the updated information on the program. Motion (6) by J. Auge, second by B. Steele to adopt Resolution 2025-12- Adopting MN Paid Family and Medical Leave Law Policies. Voice vote with all supervisors voting aye. Motion passed. Copies of the Employee Notification letter were distributed to be signed by each employee by 12/1/2025 and retained in our Personnel Files.
- 4) **2025 Annual Road Inspection** – Motion (6) by B. Steele, second by J. Auge to accept the Mission Township 2025 Road Inspection Summary Report as presented. Voice vote with all supervisors voting aye. Motion passed.
- 5) **Revision to Subdivision Ordinance** – The Board discussed a proposed revision to the Subdivision Ordinance- Administrative Subdivisions further clarifying the language. There was agreement to place it on the agenda for the December 8, 2025, Planning Commission meeting.
- 6) **Schedule Planning Commission Meeting** – Scheduled for December 8, 2025 @ 6:00 PM. Agenda items include the ordinance revision and a preliminary plat application from Ray and Mary Zabilla.
- 7) **Crosslake PSA Ambulance Initiative** – J. Auge provided an update.

Future Agenda Items & Schedule

- 1) Mission Township Reorganization Meeting – December 1, 2025 @ 6:00 PM
- 2) Regular Township Board Monthly Meeting – December 8, 2025 @ 7PM
- 3) Fire Department and Fire Relief Meeting – December 9, 2025 @ 8PM

Adjournment – E. Lee made a motion (7) to adjourn the November 10th, 2025, Regular Township meeting at 8:59 pm, second by B Steele. Voice vote with all supervisors voting aye. Motion carried and the meeting was adjourned.

Respectfully Submitted,

Naomi Scott, Clerk

Attest: Jon Auge, Chair

*****November minutes are unapproved until the December 8th Regular Township Meeting *****