



**MISSION TOWNSHIP
CROW WING COUNTY, MINNESOTA**
Resolution No. 2025-16

**RESOLUTION ESTABLISHING COMPENSATION AND
DELEGATED APPROVAL AUTHORITY FOR 2026**

WHEREAS, it is the practice of the Mission Town Board to review annual and hourly compensation, meeting compensation rates, mileage reimbursement, and delegated spending authority, at the annual Reorganization Meeting of the board or at other times as determined by the Board;

WHEREAS, the town board wishes to establish the rates for 2026;

NOW THEREFORE BE IT RESOLVED that the Mission Town Board adopts the following rates by category for 2026 and in so doing supersedes all previously established rates for the listed categories.

Annual Base Compensation:

Position	2026	2025	2024	2023	2022	2021	2020
Supervisor	\$2,700	\$2,700	\$2,700	\$2,100	\$2,100	\$2,100	\$2,100
Treasurer	\$7,800	\$7,800	\$7,800	\$6,600	\$6,000	\$6,000	\$7,800
Fire Chief	\$4,800	\$4,800	\$4,800	\$3,000	\$3,000	\$3,000	\$3,000
Asst. Fire Chief	\$2,400	\$2,400	\$2,400	\$1,000	\$1,000	\$1,000	\$1,000
Fire Captain	\$1,200	\$1,200	\$1,200	\$ 750	\$ 750	\$ 750	\$ 750
Fire Lieutenant	\$ 700	\$ 700	\$ 700	\$ 500	\$ 500	\$ 500	\$ 500

Hourly Compensation Rates:

Position	2026	2025	2024	2023	2022	2021	2020	
Clerk	\$ 22	\$ 22		Elected position until 2025				
Election Judges ¹	\$ 21	\$ 20	\$ 19	\$ 19	\$ 13	\$ 12	\$ 12	
Fire Fighters	\$ 20	\$ 20	\$ 19	\$ 19	\$ 19	\$ 18	\$ 18	
Plow Driver	\$ 31	\$ 31	\$ 30	\$ 30	\$ 30	\$ 23	\$ 23	
Park Maintenance	\$ 20	\$ 20	\$ 19	\$ 19	\$ 19	\$ 18	\$ 18	
Town Hall Custodian ²	\$ 22	\$ 20	\$ 19	\$ 19	\$ 19	\$ 18	\$ 18	
Transfer Station Attendant	\$ 20	\$ 20	\$ 19	\$ 19	\$ 19	\$ 18	\$ 18	

¹ Election judges are considered employees, so an elected official serving as a judge requires an adopted Conflict of Interest resolution to serve.

² Town Hall Custodian rate reflects use of her own supplies to perform the work.

Meeting Attendance Rates:

Position	2026	2025	2024	2023	2022	2021	2020
Board Chair	\$115	\$115	\$115	\$115	\$115	\$115	\$115
Supervisor	\$100	\$100	\$100	\$100	\$100	\$100	\$100
Treasurer	\$100	\$100	\$100	\$100	\$100	\$100	\$100
Fire Chief - External	\$100	\$100	\$100	\$100	\$100	\$100	\$100
Annual Meeting Moderator	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25
Committee Members	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	----	----

Note: Committee members per diem is payable annually via submission of a timesheet to the Clerk. The Fire Chief is only compensated for external meetings approved by the Town Board.

Elected officials are eligible for meeting compensation for attendance at the following meetings:

Regular Board	Special Board
Annual Town – Clerk only @ hourly rate	Town Committees – designated supervisor only
Board of Appeals & Equalization	Annual Road Inspection
Fire Department – designated supervisor only	Fire Relief Association – board trustees only
MAT Annual Conference & Training Courses	District Township Association
County Township Officers Association	

Note: The treasurer can be compensated for participating in meetings (including video/phone meetings and activity with outside consultants) related to their official responsibility at the standard meeting rate.

Mileage Reimbursement:

Mileage will be reimbursed at the current published IRS rate for approved travel. Township elected officials and employees are eligible for mileage reimbursement for Town business only upon submission of documented mileage records. Travel outside the town generally requires prior Town Board approval for reimbursement.

Delegated Approval Authority:

Minnesota statutes delegate power to the Town Board as a group and not to individuals, for the exercise of Town business. The Town Board has limited discretion to redelegate authority provided exclusively to the Town Board in cases **involving operational issues only**. It is understood in redelegating such authority the Town Board **retains the authority for all policy issues/decisions**. The Town Board expressly redelegates the following operational approval authority without prior Board approval, with the understanding the dollar limit is the **total monthly limit**.

Position	\$ Limit	Comments
Supervisor – designated by department	\$2,000	A Supervisor can approve a one-time higher spend in an emergency (i.e. storm or critical equipment failure) provided it is documented in an ‘information only’ email to the Town Board
Clerk	\$1,000	
Fire Chief	\$3,000	
Other town employees	\$ 250	

Capital Project Change Order Delegated Approval:

The Town Board authorizes the designated supervisors with oversight for departments implementing approved capital plan projects to have change order approval involving **operational issues not to exceed \$5,000/month** for the capital plan projects in their respective departments, with the understanding these change orders will be presented and approved at the next regular Board meeting.

ADOPTED this 1st day of December 2025.

BY THE TOWN BOARD

Attest: _____

Naomi Scott, Clerk

Jon Auge, Chair