

Present – Chair Jon Auge; Supervisors Bob Steele and Erik Lee; Clerk Naomi Scott; Treasurer Mary Zabilla and Fire Chief Jill Allord. Maintenance Worker Tim Moody was also in attendance. Zoom participants included Park Committee Chair Jim Peterson.

1.0 Call to Order, Pledge of Allegiance & Roll Call – J. Auge called the December Regular Township Meeting to order at 7:02 pm. All stood for the Pledge of Allegiance. Roll Call - all board members were present.

2.0 Open Forum – No one spoke under Open Forum.

3.0 Approval of Agenda – Board approved the agenda as presented.

4.0 Presentations - None.

5.0 Consent Agenda

5.1 Minutes

- December 8th Regular Meeting.
- December 17th Special Town Meeting to Consider Adopting a Moratorium on Subdivisions.

5.2 Claims for Approval. Claims #11263 to #11291 totaling \$43,519.56.

5.3 Crosslake Police Report – Received.

5.4 Correspondence – A revised 2026 meeting calendar was presented adding the April 20 date for the Board of Appeal & Equalization. B. Steele moved **(1)** to approve the floor cleaning quote from Northland Steam Cleaners, second by J. Auge. Voice vote with all supervisors voting aye. Motion passed.

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

6.0 Town Operations Reports

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

6.1 Clerk – Received.

6.2 Treasurer – M. Zabilla reviewed the Treasurer's Report.

Beginning Balance: \$2,246,215.13

Receipts: \$ 833,440.25

Disbursements: \$ 1,639,899.82

Ending Balance: \$ 1,434,177.11

B. Steele made a motion **(3)** to transfer \$52,328.38 to the Debt Service fund from the 2nd half tax receipts for Debt Service payments in 2025 and to make the intra fund transfers for the end of the year, second by E. Lee. Voice vote with all supervisors voting aye. Motion passed.

6.3 Cemetery – No report.

6.4 Fire Department – Chief Allord reviewed her report. The Board discussed the desired action if a new hire fails to submit the required paperwork in a timely manner and agreed on a timeframe of 30 days to be added to the Policy Manual. As a result, the offer of employment for KD has been withdrawn. Ice dams are leaking water into the Fire Department which will be addressed by E. Lee.

6.5 Park/Park Committee – Trails are busy and Park is being maintained.

6.6 Planning & Zoning – J. Auge reviewed the 1/12/26 Planning & Zoning Report.

6.7 Roads/Committee – The MNDot approved specifications for the EBLR project will be submitted to the County by 1/24.

6.8 Transfer Station – Closed for the year.

7.0 Discussion/Action Items

7.1 Interim Ordinance 2025-04 Proposed Study Outline – J. Auge presented a memorandum outlining the proposed Subdivision Moratorium Study including estimated costs. E. Lee made a **motion (4)** to approve the not-to-exceed cost of \$2,400 for the Study, second by B. Steele. Voice vote with all supervisors voting aye. Motion passed.

7.2 Pavillion Use Agreement with Clow Manufacturing – B. Steele will be meeting with Clow in the near future, specific concerns to discuss are parking for the event and bathroom capacity.

7.3 Fire Contract with Center Township – B. Steele is preparing using current budget numbers and proposing a two year contract.

7.4 Crosslake PSA Ambulance Initiative – The next meeting is February 9. A key issue is obtaining a service level contractual commitment from North.

8.0 Adjournment – B. Steele made a motion **(5)** to adjourn the January 12th, 2026, Regular Township meeting at 8:40 pm, seconded by E. Lee. Voice vote with all supervisors voting aye. Motion carried and the meeting was adjourned.

Respectfully Submitted,

Naomi Scott, Clerk

Attest: Jon Auge, Chair

*****January minutes are unapproved until the February 9th Regular Township Meeting*****