

Mission Township Board of Supervisors Meeting
July 13, 2026, at 7:00 PM

This meeting will be in person at the Town Hall and on-line with Zoom. If attending in-person, please silence your cell phone and limit private conversations. Meeting materials are usually available for viewing on our website prior to the meeting and a copy is available at the board table.

Agenda:

Item	Topic	Facilitator/Presenter	Type
1.0	Call to Order, Pledge of Allegiance and Roll Call	Jon Auge	
2.0	Approval of the Agenda	Jon Auge	Motion
3.0	Open Forum Citizens may address the board on any non-agenda item for up to 5 minutes per speaker.	Jon Auge	Information
4.0	Presentations None		
5.0	Consent Agenda <i>Items are considered routine and reviewed in advance by the board. Any supervisor may request separate discussion and action on any item.</i> - Approval of minutes – June 08, 2026 - Approval of claims - Accept Crosslake Police Report - Review of correspondence	All	Motion
6.0	Town Operations Reports 6.1 - Clerk 6.2 – Treasurer - Old National Transfers-July & Final approval 6.3 - Cemetery 6.4 - Fire Department - Equipment maintenance agreement - New Hire-Sheila Boldt approval 6.5 - Park/Park Committee - Resurfacing tennis courts quotes - Park maintenance equipment quotes 6.6 - Planning & Zoning 6.7 - Roads/Roads Committee - EHLR repairs/quotes - EHLR citizen concerns 6.8 - Transfer Station - Bids to demolish/remove shed	Naomi Scott Kari Alcock Erik Lee/Naomi Scott Chief Allord Bob Steele/Jim Peterson Jon Auge Jon Auge/Dave Hauser Erik Lee	Report Report Motion Report Report Motion Motion Report Report Motion Report Report Motion
7.0	Updates & Action Items 7.1 - Town Hall Building Maintenance Update/Quotes 7.2 - Subdivision Ordinance Moratorium Study 7.3 - 2026 Election Judges Approval 7.4 - Website Redesign RFP Quotes	Erik Lee Jon Auge Naomi Scott Jon Auge/Naomi Scott	Motion Update Motion Motion

	7.5 - Case 18-CR-25-3876 Victim Impact Statement 7.6 - Special Mtg. -Subdivision Ordinance/website contract 7.7 - Fire Chief Resignation 7.8 - Planning Commission Membership	Jon Auge/Bob Steele Jon Auge Bob Steele All	Motion Motion Motion Update
8.0	Announcements	All	Information
9.0	Adjournment	Jon Auge	Motion

Future Meetings:

Meeting	Date	Time	Location
Special Board Meeting with CWC Land Services	07-14-2026	1:00 PM	CWC Land Services
August Regular Town Board Meeting	08-10-2026	7:00 PM	Town Hall
August Fire Department Meeting	08-11-2026	8:00 PM	Town Hall
MAT District 8 Meeting	08-12-2026	5:00 PM	Little Falls Ballroom
Roads Committee Meeting	08-13-2026	5:00 PM	Town Hall
September Fire Department Meeting	09-08-2026	8:00 PM	Town Hall
September Regular Town Board Meeting	09-14-2026	7:00 PM	Town Hall

Future Action Items:

Timing	Action	Owner
July	Q2 Budget status report due to Town Board	Alcock
July	Adopt Subdivision Ordinance amendments	Board
July	Approve contract for website redesign provider	Board
August	Invoice Pelican Township for 2H fire contract payment	Scott
August	Verify 2027 Levy has been certified with CWC (Due by 9/15)	Scott
September	Schedule DOT inspection & annual maintenance for plow truck	Auge

2026 Key Initiatives:

Key Initiative	Timing	Status
Amend Subdivision Ordinance to Strengthen local controls	Q3-26	- Study completed - Amendments in-process
Plan for Treasurer replacement	Q4-26	- Interim treasurer appointed - Ballot initiative approved & filed
Redesign township website	Q4-26	- RFP issued & awaiting proposals
Review & revise cemetery policies	Q4-26	- Pending
Resolve North Horseshoe Lake Road cul-de-sac	Q1-27	- Awaiting attorney input on options
Update Comprehensive Plan	Q2-27	- Region 5 process underway
Explore digitization of town/cemetery records	Q2-27	- Pending
Develop 2027-2031 Capital Improvement Plan	Q2-27	- Pending

Present – Chair Jon Auge; Supervisor Bob Steele, Supervisor Erik Lee, Treasurer Kari Alcock, Fire Chief Jill Allord, Clerk Naomi Scott and Park Attendant Tim Moody. Zoom participants included Park Committee Chair Jim Peterson. Also attending were Crow Wing County Sheriff Eric Klang. Emergency Services Director Clayton Barg, and Steve Stroschein, CWC Highway Department.

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

2.0 Introduction of new Treasurer – Kari Alcock – The chair introduced and welcomed Kari Alcock as the newly appointed treasurer to fill the unexpired term of Linda Machen.

3.0 Flanders Fire discussion with CWC Emergency Management – Sheriff Klang/EMD Clayton Barg - Sheriff Klang and EMD Barg shared comments on the fire and appreciation for the role of the Mission Township Fire Department (MTFD) as first on scene and the last to serve in clean-up operations. Town Board members expressed appreciation for the county's role and recognized the outstanding contributions of the MTFD.

4.0 Mission Fire Department Recognition – Supervisor Steele presented special certificates on behalf of the Town Board recognizing each Fire Department member's service in fighting the Flanders Lake Fire. Supervisor Steele also recognized Eric Klein and Casey Duval for successfully completing Fire 1 & 2 certification; Brett Matthisen and Cassie Wolkenhauser for completing Instructor 1 training; and awarded service recognition certificates to Jill Allord (10 years) and Jonathan Swensen (5 years).

5.0 Open Forum – No comments were received.

7.0 Presentations

- Crow Wing County Engineer Steve Stroschein overviewed the resurfacing of the CSAH 3 project scheduled for the summer of 2027. The project will start at the junction of CSAH 19 and end at the junction of CSAH 11. There will be 6 additional turn lanes added, including at the Town Hall site. The project is estimated to take 6 weeks.

6.0 Approval of the Agenda - Approved by consent as presented.

8.0 Consent Agenda

8.1 Minutes

- Approve May 11th Regular Meeting.
- Approve May 21th Special Meeting.
- Approve May 27th Special Meeting.

8.2 Claims for Approval. Claims #11385 to #11409 totaling \$39,925.11.

8.3 Crosslake Police Report – Received.

8.4 Correspondence – Received.

B. Steele made a motion, second by E. Lee, to approve the Consent Agenda. Roll call vote with all Supervisors voting aye. Motion passed.

9.0 Town Operations Reports.

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

9.1 Clerk – Received.

9.2 Treasurer – Beginning Cash Balance on May 1, 2026: \$1,414,612.56, Receipts: \$113,086.82, Disbursements: \$(173,295.60). Ending Cash Balance May 31, 2027: \$1,354,403.78.

9.3 Cemetery – No report.

9.4 Fire Department – Received and discussed.

9.5 Park/Park Committee – Jim Peterson reviewed bids for resurfacing the tennis courts at the Park: painting @ \$28,800 versus total resurfacing @ \$64,500.00. B. Steele will review grant opportunities for partial funding of the work. The Board indicated they would support the Committee pursuing two quotes for the planned work for future approval. B. Steele stated the current John Deere tractor, which is 15-20 years old, needs to be replaced. It is difficult to mow around trees and switching out from winter to summer is a 2–3-person job. B. Steele had priced options for a side-by-side with a plow for clearing of the paved trails in the winter, and a zero-turn mower at around \$30K. We may get trade-in value of \$12-18K for the John Deere tractor and accessories. Bob will finalize pricing for the recommended items for consideration at the July meeting. Bob conducted a favorable annual performance review for Park Maintenance worker Tim Moody.

9.6 Planning & Zoning – Received and discussed. Following discussion, there was no recommendation regarding the lake setback variance for PID 77190644/Sposito.

9.7 Roads/Committee – E Bass Lake Road project to now begin the end of June.

9.8 Transfer Station – Nothing to report.

10.0 Discussion/Action Items

10.1 Submission of Option B to Electors for appointed Treasurer – The chair presented background information on moving to an appointed versus elected treasurer. Following discussion, E. Lee made a motion to adopt Resolution 2026-08, A Resolution Determining to Submit the Option B Question to Make the Town Treasurer Position Appointive to the Town Electors. Second by B. Steele. Roll call vote with all Supervisors voting aye. Motion passed. The Clerk will work with Crow Wing County to put the question on the Mission ballot in the general election.

10.2 Town Hall Building. Waiting for roof contractor and painting contractor quotes. E. Lee will get another painting bid from a Crosslake painting contractor.

10.3 Moratorium Study Report – 5/21/26 Workshop Report. Following discussion, B. Steele made a motion to approve the moratorium study report by Saehr Consulting, second by E. Lee. Roll call vote with all Supervisors voting aye. Motion passed.

10.4 Comprehensive Plan Visioning Session 1 – The Board received the information from Visioning Session I.

10.5 Website Redesign RFP – The RFP was presented for the Board's consideration. E. Lee made a motion to approve the RFP, second by J. Auge. Roll call vote with all Supervisors voting aye. Motion passed.

10.6 – Town Board Initiatives. The Board accepted the revised document as presented.

10.7 - Planning Commission Membership. Under our Ordinance, the Board has the option to add two additional members to the Planning Commission. Given our Comprehensive Plan work, now might be a good time to expand the membership. Board members were asked to bring in names for potential appointment to the Planning Commission at the July meeting.

11.0 Adjournment – J. Auge made a motion to adjourn the June 8th, 2026, Regular Township meeting, second by B. Steele. Roll call vote with all supervisors voting aye. Motion carried and the meeting was adjourned at 9:05 pm.

Respectfully Submitted,

Naomi Scott, Clerk

Attest: Jon Auge, Chair

*****June minutes are unapproved until the July 13th Regular Township Meeting *****

Date Range : 7/13/2026 To 7/13/2026

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
07/13/2026	Crosslake Ace Hardware	Invoice #s 288948 & 300040 Account #2014	11410	\$119.14			
					229-45010-238-	Culture-Recreation Administration	\$119.14
07/13/2026	Kari Alcock	Mileage reimbursement	11411	\$29.00			
					100-41125-331-	GENERAL GOVERNMENT	\$29.00
07/13/2026	Jon Auge	Reimbursement for refreshments for	11412	\$45.96			
					100-41125-201-	GENERAL GOVERNMENT	\$45.96
07/13/2026	City of Crosslake	8/1/26 thru 10/31/26 Contract for Crosslake Police Services	11413	\$18,756.77			
					100-42110-312-	Police Administration	\$18,756.77
07/13/2026	CTC-446126	May Phone and Internet at Town Hall Invoice #11471903	11414	\$228.58			
					100-41125-321-	GENERAL GOVERNMENT	\$228.58
07/13/2026	Crow Wing Power	May and June Electric for Town Hall and Park	11415	\$945.77			
					100-41125-381- 229-45010-381-	GENERAL GOVERNMENT Culture-Recreation Administration	\$825.95 \$119.82
07/13/2026	Elan Financial Services	Credit Card - All receipts included	11416	\$656.57			
					229-45010-231-	Culture-Recreation Administration	\$45.64
					229-45010-220-	Culture-Recreation Administration	\$304.44
					100-41125-318- 100-41125-201-	GENERAL GOVERNMENT GENERAL GOVERNMENT	\$540.00 (\$233.51)
07/13/2026	Honey Wagon	Invoice #106285 - 5/21/26 Pumped, rinsed & cleaned 3 vault toilet @ Park	11417	\$460.00			
					229-45010-235-	Culture-Recreation Administration	\$460.00

Date Range : 7/13/2026 To 7/13/2026

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
07/13/2026	MATIT	Invoice #16837	11418	\$14,719.00	100-41125-362-	GENERAL GOVERNMENT	\$14,719.00
07/13/2026	Midwest Security and Fire	Invoice #R31034 Security Monitoring 8/1/26-7/31/27	11419	\$798.74	100-41125-236-	GENERAL GOVERNMENT	\$798.74
07/13/2026	Minnesota Fire Service Cert Board	Invoice #15726 FFI & FFII C Duval and Klein	11420	\$524.00	225-42210-233-	Fire Administration	\$524.00
07/13/2026	Timothy Moody	Reimbursement for Mileage & Park supplies	11421	\$77.03	229-45010-231-	Culture-Recreation Administration	\$22.65
					229-45010-331-	Culture-Recreation Administration	\$54.38
07/13/2026	Nisswa Rolloff Service	Invoice #4338(April=\$1,088.00) & 4386(June=\$556.00)	11422	\$1,644.00	100-43210-395-	Sanitation Administration	\$1,644.00
07/13/2026	Norwood & Son Excavating	Invoice #1776: 6/12/26 & 6/26/26 Pushes	11423	\$400.00	100-43210-313-	Sanitation Administration	\$400.00
07/13/2026	Plunkett's	Invoice #10629792 - 6/24/26 Pest Contral	11424	\$150.73	100-41125-235-	GENERAL GOVERNMENT	\$150.73
07/13/2026	Saehr Consulting	Invoice #May(\$1,631.25) & June(\$217.50) - Zoning Services	11425	\$1,848.75	100-41125-319-	GENERAL GOVERNMENT	\$1,848.75
07/13/2026	Naomi Scott	Clerk Reimbursement for June media and mileage	11426	\$119.50	100-41125-321-	GENERAL GOVERNMENT	\$47.00
					100-41125-331-	GENERAL GOVERNMENT	\$72.50

Date Range : 7/13/2026 To 7/13/2026

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
07/13/2026	Town Law Center PLLP	Bill Number 1375	11427	\$52.00	100-41125-304-	GENERAL GOVERNMENT	\$52.00
07/13/2026	Van Horn Services	Invoice #3049-Storm EBLR & Ridgewood, 7/2-mowing, #3056 Tree Removal NHLR	11428	\$1,220.00	201-43050-389- 100-41125-390-	R & B ADMINISTRATION GENERAL GOVERNMENT	\$1,166.00 \$54.00
07/13/2026	Victor Lundeen Co.	Invoice #470025-Bell Bank Checks	11429	\$499.28	100-41110-201-	Council/Town Board	\$499.28
07/13/2026	Waste Partners, Inc.	Sanitation Administration Invoice 65X03195	11430	\$191.30	100-41125-395- 100-45010-395- 100-43210-395-	GENERAL GOVERNMENT Culture-Recreation Administration Sanitation Administration	\$54.68 \$108.81 \$27.81
07/13/2026	Xcel Energy	Statement #983931604 - June 2026 Gas Bill	11431	\$56.22	100-41125-383-	GENERAL GOVERNMENT	\$56.22
07/13/2026	Mary Zabilla	Mileage reimbursment for 4/16 & 4/28 & 5/6	11432	\$1,246.86	100-41430-331- 100-41430-301-	Clerk & Treasurer Clerk & Treasurer	\$220.40 \$1,026.46
07/13/2026	PERA-Public Emp Retirement Assoc	Mission Township 6329000 PERA	11433	\$447.40	100-41125-121-	GENERAL GOVERNMENT	\$447.40
07/13/2026	MN Dept of Revenue	Mn State Taxes & MN Leave-Paid Electronically via PPI	11434	\$155.46	225-42210-125- 100-41125-136- 229-45010-136- 225-42210-136-	Fire Administration GENERAL GOVERNMENT Culture-Recreation Administration Fire Administration	\$93.00 \$23.68 \$4.70 \$34.08

Date Range : 7/13/2026 To 7/13/2026

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
07/13/2026	IRS-Internal Revenue Service	IRS-Paid electronically via Paper Plan-it	11435	\$1,473.06			
					100-41125-125-	GENERAL GOVERNMENT	\$549.22
					225-42210-125-	Fire Administration	\$815.10
					229-45010-125-	Culture-Recreation Administration	\$108.74
07/13/2026	Payroll	Payroll-Direct Deposit - paid electronically via Paper Plan	11436	\$8,366.42			
					100-41110-103-	Council/Town Board	\$948.44
					100-41430-103-	Clerk & Treasurer	\$1,680.23
					225-42210-103-	Fire Administration	\$4,628.24
					229-45010-103-	Culture-Recreation Administration	\$607.13
					100-43210-103-	Sanitation Administration	\$441.65
					100-41125-103-	GENERAL GOVERNMENT	\$60.73
07/13/2026	Ehlers	Invoice #107149	11437	\$850.00			
					100-41125-208-	GENERAL GOVERNMENT	\$850.00
Total For Selected Claims				\$56,081.54			\$56,081.54

Erik Lee	Town Supervisor	Date
Jon Auge	Town Supervisor	Date
Robert Steele	Town Supervisor	Date



Crosslake Police Department
Mission Township
Monthly Report: June 2026

Agency Assist	4
Background	2
Driving Complaint	1
Ems	1
Hazard In Road	1
Information	1
Motorist Assist	2
Noise Complaint	1
Traffic Arrest	1
Traffic Warning	33
Traffic Citation	6

TOTAL: 53



Crosslake Police Department
Mission Township
Monthly Report: June 2026/June 2025

2026	2025
Agency Assist – 4	Agency Assist – 3
Background – 2	Alarm – 1
Driving Complaint – 1	Driving Complaint – 2
Ems – 1	Ems – 1
Hazard In Road – 1	Hazard In Road – 2
Information – 1	Motorist Assist – 1
Motorist Assist – 2	Suspicious Vehicle – 1
Noise Complaint – 1	Traffic Warning – 54
Traffic Arrest – 1	Traffic Citation – 14
Traffic Warning – 33	
Traffic Citation – 6	

TOTAL: 53

TOTAL: 79

2026 Year to Date: 332

2025 Year to Date: 433

200 Administration Building
50 Sherburne Avenue
St. Paul, MN 55155
Telephone: 651-201-2473
TTY: 651-297-4357



Naomi Scott, Clerk
Mission Township
PO Box 126
Merrifield, MN 56465

Dear Clerk:

The State Demographer is required by law to produce annual population and household estimates for each of Minnesota's cities and townships. Enclosed you will find a sheet containing the April 1, 2024, population and household estimates for your jurisdiction.

These estimates are being sent to you now for review and comment. It's important that our estimates are accurate, as they are used to distribute state aid to cities and townships. If you have questions about how our estimates impact a specific program, please contact the state agency responsible for that program.

The enclosed figures represent estimated population and household changes since the 2020 Census. The number of households corresponds to the number of occupied housing units. A household may be a single family, one person living alone, or any group of people who share the same living area. While we believe that our estimates are usually accurate, we realize there may be occasional problems. For this reason, we value your comments. We may not be aware of such changes as housing demolitions, the gain or loss of group quarters (like college dormitories, nursing homes, etc.), construction of public housing and the gain or loss of mobile homes.

Please note that our estimates:

- pertain to one year ago, not the present;
- have also been sent to your county auditor for review;
- are subject to change and are not considered final until they are released to the Minnesota Department of Revenue in July.

If you are satisfied with our estimates, it is not necessary to contact us or provide any further information. If you wish to challenge our estimates, please send us the appropriate data described in the enclosed challenge guide by **June 24, 2025**. Questions or comments should be directed to Eric Guthrie by email or at the address listed on the letterhead. **The best way to reach us is by e-mail at local.estimated@state.mn.us.** You may also try to reach us by phone at (651) 201-2473.

Thank you for taking time to review these estimates.

Sincerely,

A handwritten signature in black ink, appearing to read 'Susan Brower', followed by a horizontal line.

Susan Brower
State Demographer

Enclosures

DATE: June 1, 2025
TO: Naomi Scott, Clerk
Mission Township
FROM: **Susan Brower**
Minnesota State Demographer

SUBJECT: 2024 Population and Household Estimates

Your April 1, 2025 population estimate is 839.

Your April 1, 2025 household estimate is 405.

If you have any questions or comments about these estimates, please contact the State Demographic Center, 200 Administration Building, 50 Sherburne Avenue, St. Paul, MN 55155, phone (651) 201-2473 or send an e-mail to local.estimatedata@state.mn.us. All challenges must be submitted in writing. Please refer to the enclosed sheet for details.

HOW TO CHALLENGE THE POPULATION AND HOUSEHOLD ESTIMATES FROM THE STATE DEMOGRAPHER

The legal responsibilities of the State Demographer with respect to local population estimates dictate that we be able to defend any revisions to the estimates. Consequently, we need documentation for our files. Cited below are types of information we will accept with a challenge to our estimates. You may select whichever approach is most appropriate for your situation. However, the more information you can provide the better. No challenges will be accepted after June 24.

1. You may send us the number of active residential utility accounts in April 2023 and April 2024. We would prefer electrical accounts, but water and sewer accounts are acceptable. Please summarize your data. We don't need a list of all utility customers. Summary data for intervening years are helpful. Utility data are much more useful when provided together with building permit data (see #2 below).
2. Another approach is to provide the number of housing units added and lost by calendar year for the years beginning with 2020. Building and demolition permits are a good source of such information. Be sure to include mobile homes and apartments, and indicate whether any of the apartments were for the elderly. Please try to be as specific as possible about the type of unit involved (single-family, apartment, mobile home, etc.).
3. An actual count of persons or households may be accepted, but places with more than 100 people must contact the State Demographer before proceeding with a count. The count you submit should be for 2025. We will interpolate a number for 2024. You must provide the following information:
 - a. List the house number and street name of each housing unit in your city or township. If there is more than one unit at an address, please list each unit and provide an apartment number.
 - b. Indicate whether the unit is occupied or vacant. If the unit is occupied, indicate the number of residents. Only year-round residents should be counted. Young people away at college or in the military, elderly persons who have moved to a nursing home in another town and seasonal (summer) residents should not be counted.
 - c. Group quarters such as nursing homes, dormitories, jails and group homes should not be counted as housing units. Give us the name and address of the facility and the number of residents.
 - d. After you have listed each housing unit, you must summarize your data and give us the total number of residents, the total number of vacant units and the total number of occupied units.
 - e. Please indicate when the count was completed.

Any additional information you can provide about your community will be appreciated. Changes in vacancy rates, the conversion of summer homes to year-round use, and changes in employment opportunities are the types of things we like to hear about when we are evaluating an estimate. One final request--when you write to us, please provide your mailing address and a telephone number or e-mail address where you can be reached during the day.

Thank you.

Clerk's Report-July 13th, 2026

Claims #11410 to #11437 totaling \$56,081.54

Correspondence includes:

- Population Estimate p1-3
 - No challenges.

Naomi Scott, Mission Township Clerk

Treasurer's Report-Board Meeting-July 13th, 2026

Beginning Cash	\$ 1,434,177.11		
Receipts	\$ 374,401.90		
Disbursements	\$ (213,414.82)		
Ending Cash	\$ 1,575,377.91		

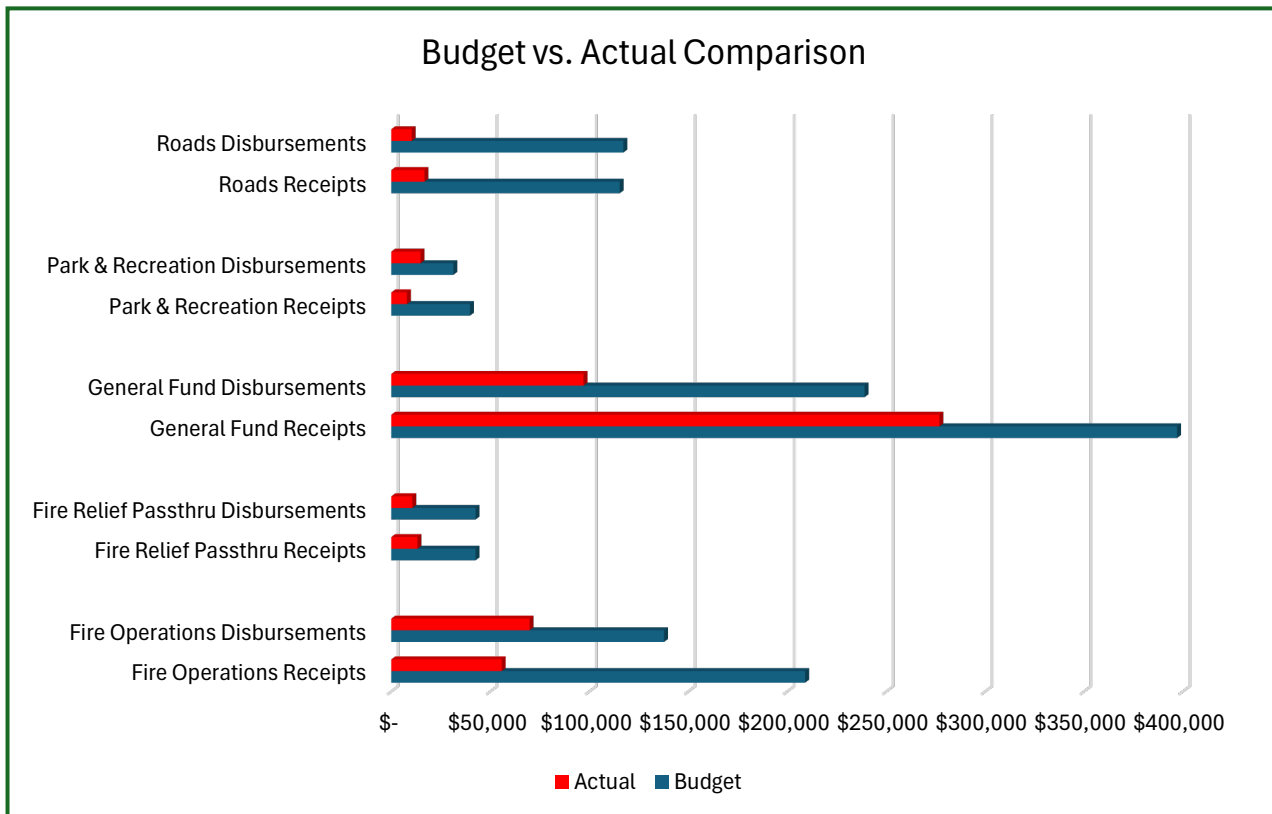
Kari Alcock

Mission Township Treasurer



Monthly Budget vs. Actual Comparison Report June 2026

	Annual Budget	June Actual
Fire Operations Receipts	\$ 209,000	\$ 55,757
Fire Operations Disbursements	\$ 137,750	\$ 69,832
Fire Relief Passthru Receipts	\$ 42,548	\$ 13,220
Fire Relief Passthru Disbursements	\$ 42,548	\$ 10,627
General Fund Receipts	\$ 397,100	\$ 276,779
General Fund Disbursements	\$ 239,002	\$ 97,112
Park & Recreation Receipts	\$ 39,750	\$ 7,914
Park & Recreation Disbursements	\$ 31,350	\$ 14,745
Roads Receipts	\$ 115,354	\$ 16,757
Roads Disbursements	\$ 117,210	\$ 10,295





June 2026 MONTHLY FIRE DEPARTMENT REPORT

Call for June 2026: Mission: 7 Center: 6 Pelican: 0 MA: 0
June 2025: 12 6 1 1 YTD: 68 Calls - 2025

Total Calls 2026:

Type of call	Mission	Center	Pelican	MA	TOTAL
Structure Fire:	0	2	0	2	3
Fire – No fire found	0	1	0	0	1
Car Fire:	0	0	0	0	0
Car Accident:	3	0	0	0	2
Gas Leak:	0	1	0	0	0
Carbon Mon Alarm:	1	0	0	0	1
Smoke Alarm:	0	1	0	0	1
Hazard in Road	1	0	0	0	1
Damage to Property	0	1	0	0	1
Fire Alarm:	0	0	0	0	0
Grass Fire:	4	2	0	0	6
CWCSO Assist:	0	0	0	0	0
Missing Person:	0	0	0	0	0
Burning Complaint:	1	0	0	0	1
Animal Bite/EMS:	0	0	0	0	0
EMS:	39	11	4	0	46
Total for 2026:	49	19	4	2	74

Department Training:

7/14: Meeting, Truck Checks
 7/21: Training
 7/28: Training

Trucks/Equipment:

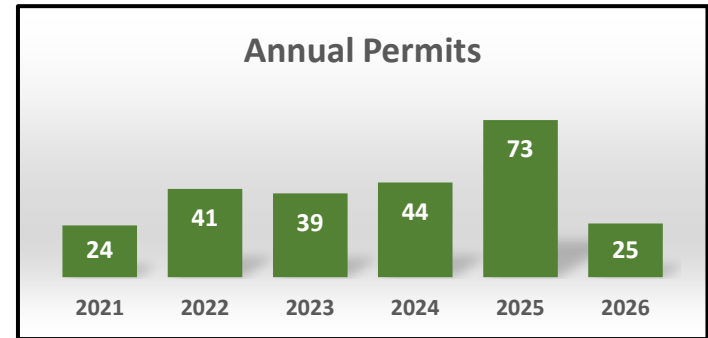
- Nothing to report this month

Personnel:

- New Hire: Sheila Boldt. Will hand out application on 7/13. Background check is back.
- Retirement/Resignation: I will be retiring effective 7/31/2026.

Other:

- Hose testing is complete. All hoses passed.
- Pancake Breakfast will be held on August 15, 2026.



Applicant	Date Submitted	Parcel	Location	Request	Town Board Action	Status & Disposition
Oseland, Rick and Joan	2/23/2026	N/A	Acerage near Pine & Little Pine Rivers in NE portion of Town	Divide existing parcels into 10-acre parcels		✓ CWC-DRT on 02-23-2026 ✓ Pending lifting of Town's Moratorium
Tidd, Phil & Linda Agent: Kevin McCormick	2/26/2026	77060515	Fawn Lake Road	Preliminary Plat of 17.9 Acres	✓ Approved by Town Board on 04-13-2026 ✓ Approved by PC-BOA on 05-21-2026 ✓ County Board approval on 06-09-2026	✓ CWC-DRT on 01-26-2026 ✓ Preliminary Plat submitted on 02-26-2026 ✓ Scheduled for PC & Town Board on 04-13-2026 APPROVED
Sposito, Salvatore	5/18/2026	77190644	29015 CSAH 3 Merrifield, MN	Variance for a lake setback of 123 feet where 150 feet is required for addition	✓ No Recommendation	✓ CWC-DRT on 06-04-2026 ✓ Town Board on 06-08-2026 ✓ PC-BOA on 06-18-2026 APPROVED
Hansen, Janyce & Richard		77190607	29898 CSAH 3 Merrifield, MN	Potential variance for lake setback to construct a guest cottage.		✓ CWC-DRT on 06-08-2026

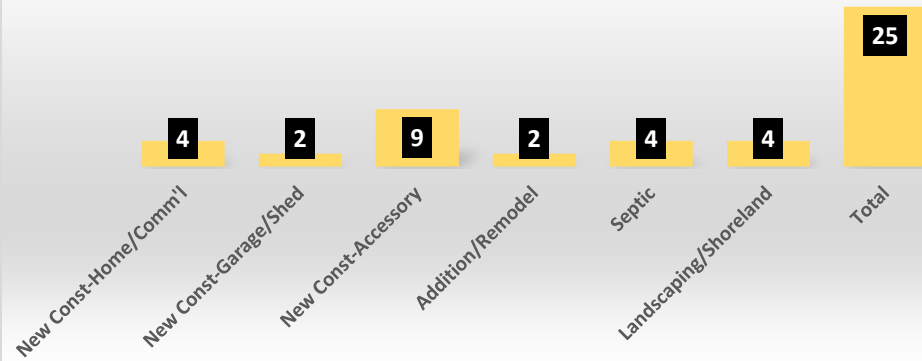
P&Z Inquiries/Pending Items

May-2025-Residents concern about potential landscaping business on west side of EHLR, north of CR 109. CWC verified no active business on the property. Continue to monitor.

Oct-2025 - Advised that Parcels 77170550, 77170548, 77170564, 77170569 off N. Horseshoe Lake Road were split into 10 acre parcels as allowed by ordinance. On the market as of November.

Jun-2026 - Inquiry on Parcel 77200555, 29246 Huxtable Point Road on a potential sale with a tear down and rebuild - setback requirements.

2026 Permits by Type



- ✓ **East Bass Lake Road Reclamation Project.** Due to the impact of the Flanders Fire, weather, and other scheduling changes, the project timing has been delayed to late August or early September. As a reminder, below is the cost projection for the project.

	Bolton & Menk 09-18-24 Estimate			Crow Wing County 01-27-26 Estimate			Crow Wing County 02-19-26 Estimate		
	Total Cost	DNR Grant	Town Share	Total Cost	DNR Grant	Town Share	Total Cost	DNR Grant	Town Share
Design & Construction Cost ¹	\$ 343,210			\$ 237,621		\$ -	\$ 274,820		\$ -
10% Construction Contingency ²	\$ 34,290			\$ -		\$ -	\$ -		\$ -
Design & Construction Sub-Total	\$ 377,500	\$ 161,000	\$ 216,500	\$ 237,621		\$ 127,429	\$ 274,820		\$ 147,006
Bolton & Menk Design & Engineering Costs	\$ 56,600	\$ -	\$ 56,600	\$ 56,600		\$ 56,600	\$ 56,600		\$ 56,600
County Administration Fee (3%)	\$ 10,296	\$ -	\$ 10,296	\$ 7,129		\$ 7,129	\$ 8,245		\$ 8,245
Total Estimated Cost ³	\$ 444,396	\$ 161,000	\$ 283,396	\$ 301,350	\$ 110,192	\$ 191,158	\$ 339,665	\$ 127,814	\$ 211,851

- ✓ **2026 Crack Sealing.** Crack sealing of East Horseshoe Lake Road, Mission Park Drive, and Venture Lane, a total of 5.2 miles, was completed in late May at a cost of \$21,731 (7.8% less than estimate). Our 10-year Plan calls for roads to be crack sealed within 2-3 years of reclamation to prolong the life of the road. Next year Huxtable Point Road and Mission Cutoff are planned.
- ✓ **2026 Summer Maintenance.** We approved quotes from Anderson Brothers for the work identified in last Fall’s Roads Inspection totaling \$17,062. Since then, we’ve added 6 items for edge break repairs (3); pothole fills (2); and an additional overlay (1). Much of this work has been prepared and is awaiting completion likely this month.
- ✓ **East Horseshoe Lake Road Emergency Repair.** As previously reported in my 7/2 email, a significant sink hole developed on East Horseshoe Lake Road north of the Transfer Station. Given concern the sinkhole could expand across the road requiring its closure, it was repaired on 7/1. While initially thought to be caused by gophers or buried stumps, once the road was opened, it was most likely caused by water running down the shoulder starting at the Transfer Station and then diverting under the road. There was an opening in the asphalt on the sand pile side and a clear trail under the road. Raising the road when it was reclaimed in 2024, combined with the sand pile, may be factors. This work involved two crews and several pieces of equipment to complete and will be billed later. A more permanent fix would be to pave a four-foot shoulder on the east side from the Transfer Station to just pass the sand pile where water will then naturally run off moving away from the road. Anderson Brothers has submitted a quote totaling \$7,000 to build the paved shoulder which is recommended for approval.



- ✓ **Winter Plowing.** Jim Roach has confirmed he wishes to continue as the plow driver for the next season.
- ✓ **Roads Committee.** The next meeting of the Roads Committee is scheduled for August 13 @ 5:00 PM. Topics to be discussed include North Horseshoe Lake Road Cul-de-Sac planning, status update on current projects and citizen input, Back-up plowing plans, and a tree removal/clean-up policy.



Proposal

Anderson Brothers Construction Company
11325 Hwy 210 E
Brainerd, Minnesota 56401
(218) 829-1768 / (218) 829-7607 Fax

Proposal Submitted To Mission Township Jon Auge		Phone 651-335-6555	Date July 8, 2026
Street po box 126		Job Name Driveway (New Construction)	
City, State and Zip Merrifield		Job Location	
Attn:	Job Phone	Mail To	

We hereby submit specifications and estimates for:

The grading, shaping and construction of a 3" compacted Class 5 gravel base and the construction of a 3" compacted hot mix bituminous wearing course over an area being approximately 147 square yards.

Note: ½ the total quote is due prior to construction.

All materials and workmanship shall conform to the Department of Transportation Specifications for Highway Construction.

**A land use or alteration permit may be required through your local County or Municipal Planning and Zoning office. All required permits and associated fee's are the sole responsibility of the private property owner.*

(a) ANY PERSON OR COMPANY SUPPLYING LABOR OR MATERIALS FOR THE IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR THE CONTRIBUTION. (b) UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR OR MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS AMOUNT FROM OUR CONTRACT PRICE, OR WITHHOLD THE AMOUNTS DUE THEM FROM US UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENT UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIALS FOR THE IMPROVEMENT WHO GAVE YOU TIMELY NOTICE.

We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

dollars (\$ 7,000).

Payment due upon completion. Subject to credit approval.

Past due accounts are subject to a service charge of 1-1/2% per month (18% per annum.)

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized
Signature

Tony Missing
Tony Missing, Project Manager

Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature

Signature

Date of Acceptance: _____

Note: This proposal may be withdrawn by us if not accepted within 30 days

ESTIMATE

Customer Information:

Mission town hall & fire dept. (Erik Lee)
29474 Co Rd 3
Merrifield, MN 56465



Estimated by:	Marcus Kvistad
E-Mail:	
Phone #:	
Start Date:	Fall

Job Description	
Exterior	
Itemized Estimate	
Product: Hirsh Select 1000 EXT	\$1,200.00
Labor: Pressure washing, scraping and caulking where needed & painting exterior of building.	\$7,000.00
<i>Nothing due up front. Total amount due upon completion.</i>	
TOTAL:	\$8,200.00



LAKES AREA PAINTING LLC.

Austin Malone

(218-838-5583)

P.O. Box 503 Crosslake MN 56442

lakesareapaintingllc@gmail.com

ESTIMATE

Submitted To: Mission Township

By Company: Lakes Area Painting

Job Name: Mission Town Hall

Address: 29474 CR-3 Merrifield MN 56465

Approximate Start Date: TBD Approximate End Date: TBD

We hereby submit the following specifications and estimates for:

Exterior:

Option 1:

- Powerwashing of all exterior surfaces to be re painted
 - Re Painting of all exterior trim, exterior side of windows, wood siding on gable ends, and windows (2 coats, color tbd)
- Total:\$8,920

Option 2:

- Powerwashing of entire exterior
 - Re Painting of all exterior trim, exterior siding of windows, wood siding on gable ends, and windows (2 coats, color tbd)
 - Painting of all exterior stucco (2 coats, color tbd)
 - Painting of all exterior service doors (2 coats, color tbd)
 - Painting of all overhead garage doors (2 coats, color tbd)
- Total:\$19,670

Available add on's for option 1: (add to total of option 1 if desired)

1. Painting of exterior service doors (2 coats)

Total:\$710

2. Painting of all overhead garage doors (2 coats)

Total:\$1,500

3. Powerwashing of entire exterior

Total:\$690

We propose to furnish materials and labor to complete the above specifications, for the sum of:

Option 1: \$8,920

Option 2: \$19,670

Payments are to be made as follows: Net 30

Contractor's signature:  Date: 6/12/26

Acceptance of Proposal: The above price, specifications and conditions are satisfactory and are hereby accepted. Payment will be made as listed above.

Owners signature:

Date:

We (Lakes Area Painting) are not responsible and not accountable for any reactions between products on siding or trim on exterior of the building/home.



MISSION TOWNSHIP
CROW WING COUNTY, MINNESOTA
Resolution No. 2026-09

RESOLUTION APPOINTING ELECTION JUDGES

WHEREAS, Minnesota Statutes § 204B.21 allows Mission Township to appoint election judges;

WHEREAS, Minnesota Statutes § 204B.19, subdivision 2, requires that an election judge: (1) can read, write, and speak the English language; (2) is not the spouse, parent, child, or sibling of any candidate in the election; (3) is not domiciled, either permanently or temporarily with any candidate in the election; and (4) is not a candidate in the election;

WHEREAS, the clerk recommends the appointment of eight election judges due to the anticipated voter turnout, election judge availability, and necessity of always maintaining party balance during certain elections; and

WHEREAS, the following list of judges fulfills the requirements listed in Minnesota Statutes § 204B.19, subdivision 2:

Anna Anderson, Brenda Charpentier, Christine Havir, Terry Havir, Paul Linder, Catherine MnGolderick, Diane Weiner and Darlene Zachow;

NOW, THEREFORE BE IT RESOLVED: the Town Board of Mission Township hereby appoints the election judges submitted by the clerk and listed in paragraph 4 as eligible to serve in the Primary and General Election pending completion of their training and otherwise qualifying for the office, and authorizes any election judge to be compensated as required by Minnesota Statutes § 204B.31, in an amount set by the Town Board.

BE IT FURTHER RESOLVED, the Town Board of Mission Township hereby authorizes the Town Clerk to add additional election judges as needed and allowed by Minnesota Statutes § 204B.21.

Adopted this 13th day of July 2026.

BY THE TOWN BOARD

Jon Auge, Chair

Attest: _____
Naomi Scott, Town Clerk

District Court Ninth Judicial District
Court File Number: 18-CR-25-3876
State of Minnesota vs Eric Joseph Makowski Budrow
Victim Impact Statement – Mission Town Board



We appreciate the court's consideration in allowing us to submit a statement on behalf of our Fire Department, town board, and the citizens of Mission Township in the matter of the State of Minnesota vs Eric Joseph Makowski Budrow.

Misconduct of a public officer/employee is a serious offense. At its core, it's a betrayal of the confidence and trust placed in an individual choosing to work in government. Abusing this trust, harms the public's trust and confidence in their government and damages the organization's reputation. Mr. Makowski Budrow's actions clearly and intentionally abused the public's trust and caused harm to the Mission Township Fire Department, and the citizens of our township.

At the outset, our town board, having learned of the existence of Mr. Makowski Budrow's personal business, on more than one occasion, requested he maintain an 'arms' length relationship between his business and the Fire Department. We did so to protect our township and to expressly prevent the outcome now before the court. However, the record of financial irregularities shows this admonition was intentionally ignored. Mr. Makowski Budrow's actions were intentional, and in our judgement deceitful, for the sole purpose of benefitting his business, and therefore himself, at the expense of the taxpayers of Mission Township.

In the end, our Fire Department, its members, and our township were harmed by Mr. Makowski Budrow's actions. Our Fire Department members felt betrayed, our town board was betrayed, and the taxpayers of Mission Township paid the bill. In addition to our restitution request of \$2,833.60, the town spent \$9,242.00 on attorney fees and preparation of an investigative report; and countless hours by town board members to manage and resolve the situation. All because Mr. Makowski Budrow chose personal benefit over public trust.

Mr. Makowski Budrow's response to his actions demonstrates he fails to appreciate the gravity and impact of his choices and therefore raises concerns that if given the opportunity, he would do it again. He acted as if his position empowered him to act unilaterally and with impunity in his role as Fire Chief. Such an attitude is dangerous, especially when held by a person holding the public's trust. At no point has Mr. Makowski Budrow shown any remorse for his actions. On the contrary, the record shows he repeatedly justified them. When given the opportunity to apologize and do the right thing sparing taxpayers significant expense, he failed to do so. Any statement of remorse, now that he is before the court facing overwhelming evidence of guilt, lacks sincerity in our opinion.

In considering sentencing, we respect the court's judgement. We believe Mr. Makowski Budrow has demonstrated no sincere remorse, that he fails to grasp the significance of his actions and the harm they caused, and that if presented with a similar opportunity, he will betray the public's trust again. Therefore, our only request is that the court impose a Stay of Imposition once probation is complete, so the defendant's offense stays in the public record. In this way, should any government entity seek to employ him in the future, they will be aware of his history and if they choose to proceed, can take appropriate steps to provide the necessary oversight.

Again, we appreciate the court's consideration of our statement in rendering judgement on this case.

MISSION TOWN BOARD

Approved on July 13, 2026

Jon Auge, Supervisor

Bob Steele, Supervisor

Erik Lee, Supervisor